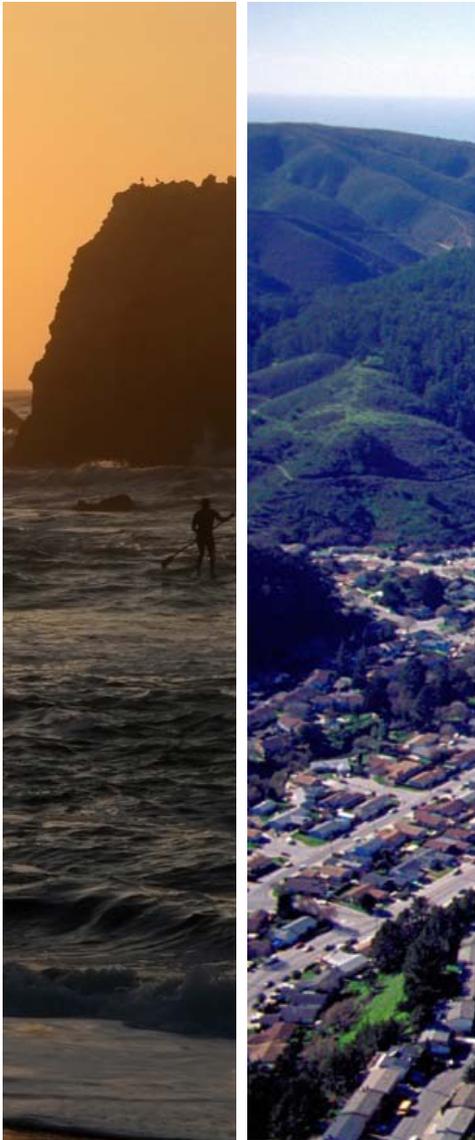


Next Steps Toward a  
**NEW PACIFICA  
LIBRARY**

**City Council Meeting  
November 23, 2015**



## Agenda

### 1. Council Action Items

*Lorie Tinfow, City Manager*

### 2. Project Background

*Lorie Tinfow, City Manager*

### 3. Present Activities

*Lorie Tinfow, City Manager*

- Facility Assessments

*Dawn Merkes, Group 4*

- SMC Library Update

*Julie Finklang, Pacifica Branches Manager*

- Pacifica Library Foundation

*Eric Ruchames*

### 4. Future Steps

*Lorie Tinfow, City Manager*

## **Background/Discussion:**

The City of Pacifica has been working toward construction of a new, single, up-to-date library to meet our community's needs for more than a decade.

This report brings forward:

- an update on planning efforts for the new Pacifica Library,
- A recap of activities to date,
- an assessment of both existing libraries, and
- recommended next steps to keep the project moving forward.

## **Past History:**

We began moving toward a state of the art single library in the late 1990s, when Pacifica, with a number of other cities and San Mateo County Library formed a Joint Power Authority. The library JPA recognized that Pacifica had two library facilities- but indicated that the goal was for each city to have a single library in order to make the best use of operational resources. As part of the agreement, Pacifica agreed to move toward combining library services into a single facility over a period of time.

## Past History:

Since the late 1990s when the City of Pacifica joined the SMC Library JPA, work has been underway toward making a new library a reality.

**1999:** The City of Pacifica joins the SMC Library Joint Powers Authority with the understanding of need to consolidate library services into one facility; the County transfers the ownership of the Sanchez and Sharp Park Library properties to the City. (Attachment 1)



SAN MATEO COUNTY LIBRARY

**2001:** The SMC Library JPA adopted a Building Projects Policy to support and partially fund initial planning steps for new libraries.

# Past History:

**2003:** The **Pacifica Library Foundation (PLF)** is formed specifically to build a new library.

**Pacifica Friends of the Library (the Friends)** *was formed years prior: to develop closer relations between the library and the residents; to support library programs; to create awareness of library needs; and to promote volunteerism and fundraising.*

**2007:** “A Great Community Deserves a Great Library” report issued by the PLF and the FPL; this report served as a call to action for the community. (Attachment 2)

**2010:** The City partnered with the SMC Library, and the two library groups to hire Anderson Brule Architects to conduct a needs assessment as the first step in designing a new library that would meet the community’s needs.



**Pacifica Library  
Needs Assessment**  
June 10, 2011



# Past History:

**2011:** Group 4 Architecture (G4) was hired to assist the City, SMC Library JPA, PLF, and the Friends with developing a conceptual design and cost estimate for the new library.

**2012:** Public design meetings were held by G4 to shape the conceptual design.

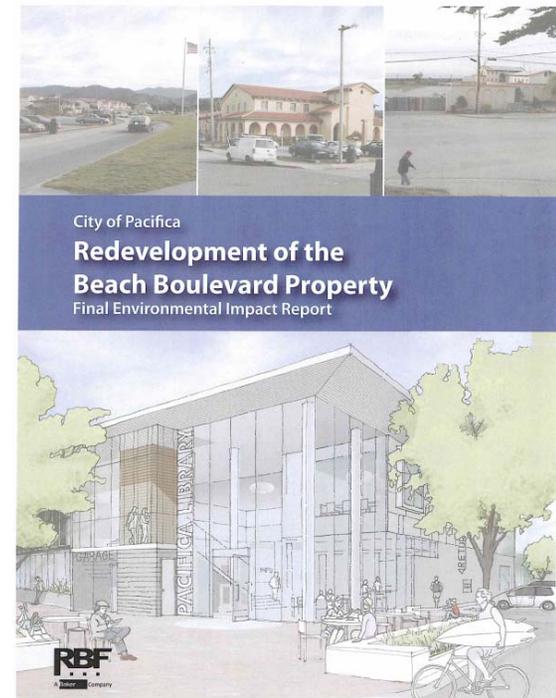
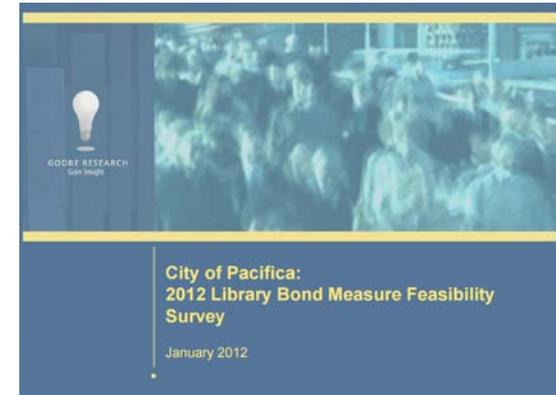
The City-owned property known as “Beach Blvd” was determined to be the future site for the library. The City began the regulatory processing that included Planning Commission and City Council approvals, and an initial submission to the California Coastal Commission for their review.



# Past History:

**2012:** The PLF, the Friends and the City hired Brian Godbe from Godbe Research to conduct a poll to measure community support for a new library. The results showed 60% recognized the need and supported the idea of a bond measure to pay for a new library. However, more outreach was needed before attempting a bond measure that needed 2/3 of voters.

City begins the regulatory process for the Beach Blvd. project that included preparing the Draft Environmental Impact Report, Planning Commission and City Council approvals, and an initial submittal to the California Coastal Commission for their initial comments.



# Past History:

**2013:** The San Mateo County Board of Supervisors authorized funding for library planning for cities such as Pacifica. A total of \$500,000 was made available with a local match of 1:3 to take advantage of the total available would require \$167,000 of City/community funding.



The City of Pacifica completed the environmental impact report for the Beach Blvd. project, including the future library site.

## Past History:

**2014:** In June the SMC Library JPA continued its support of cities working to build new libraries by adopting a revised Furnishings and Equipment Funding Policy that says the SMC Library will contribute \$50/sf funding for the furniture and equipment for new libraries.



The Beach Blvd. project was officially submitted to the California Coastal Commission for review and feedback prior to amending the Local Coastal Plan. The CCC provided written and verbal feedback to City staff. (No further action has been taken pending the results of the Beach Blvd. project development solicitation activity currently underway.)

## Recent and Ongoing Activities:

This past Friday, the Calif. Coastal Commission submitted a letter of support for including a public library as part of the Beach Blvd. project, saying “...a public library, would be consistent with the land use designation...for the property” and “would also complement other visitor serving public access and recreational uses.”

Throughout this time the Pacifica Library Foundation and the Pacifica Friends of the Library have continued to reach out to the community to share information about the need for consolidating the two branches into a new state-of-the-art 21<sup>st</sup> Century Library. The accomplishments thus far are due to a true community partnership between the City of Pacifica, the SMC Library JPA, The Pacifica Library Foundation and the Pacifica Friends of the Library.



SAN MATEO COUNTY LIBRARY





## Agenda

### 1. Council Action Items

*Lorie Tinfow, City Manager*

### 2. Project Background

*Lorie Tinfow, City Manager*

### 3. Present Activities

*Lorie Tinfow, City Manager*

- Facility Assessments

*Dawn Merkes, Group 4*

- SMC Library Update

*Julie Finklang, Pacifica Branches Manager*

- Pacifica Library Foundation

*Eric Ruchames*

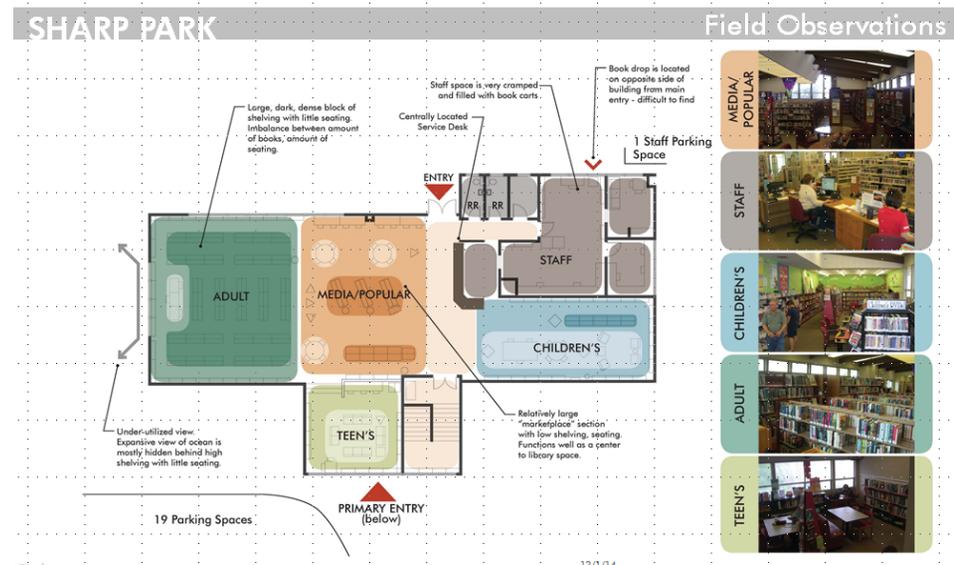
### 4. Future Steps

*Lorie Tinfow, City Manager*

# Present Activities:

The City of Pacifica hired Group 4 Architecture to conduct an assessment of the two existing facilities and sites in regards to:

- Accessibility
- Life-safety
- Building systems
- Architecture
- Functionality



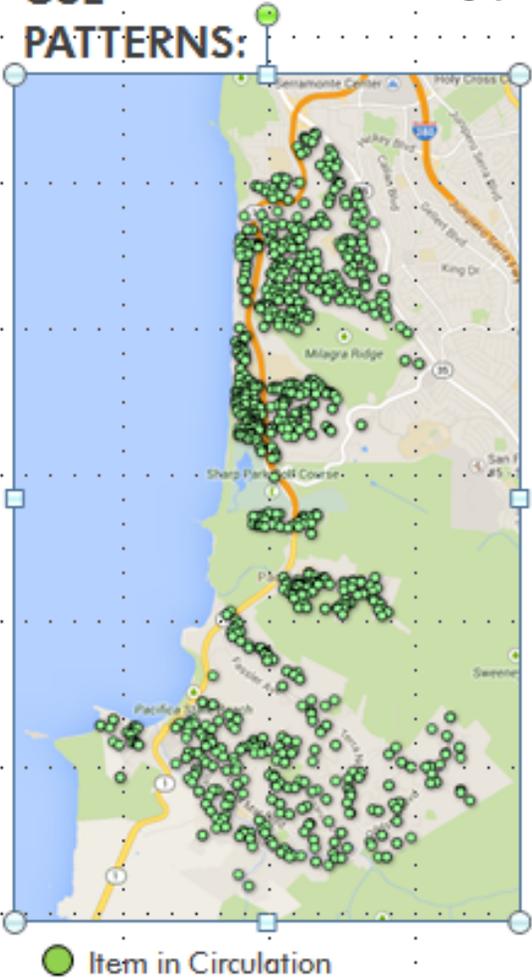
- *How well do the existing facilities meet the community's needs?*
- *What areas of the City do the existing facilities serve?*
- *Can either site fit a new 34,000sf library?*

# Present Activities:

Facility use patterns:

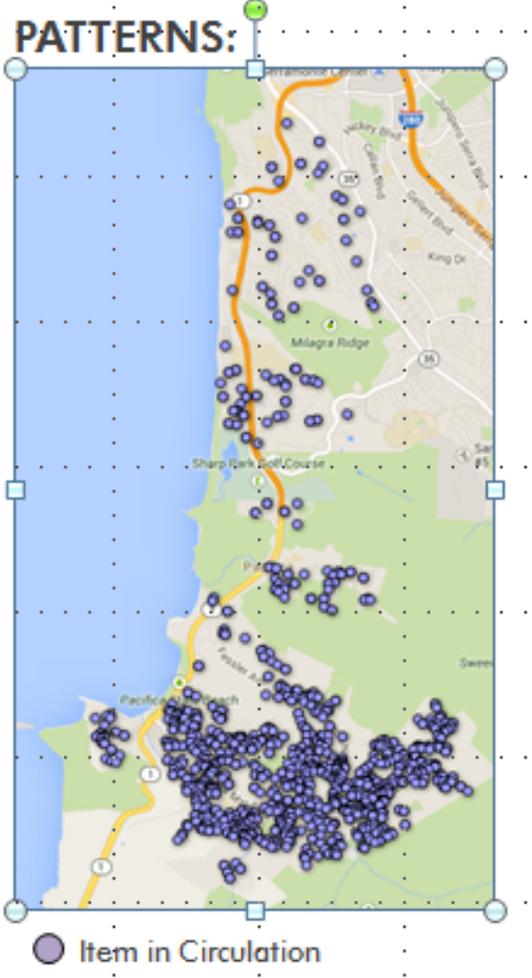
Sharp Park Library

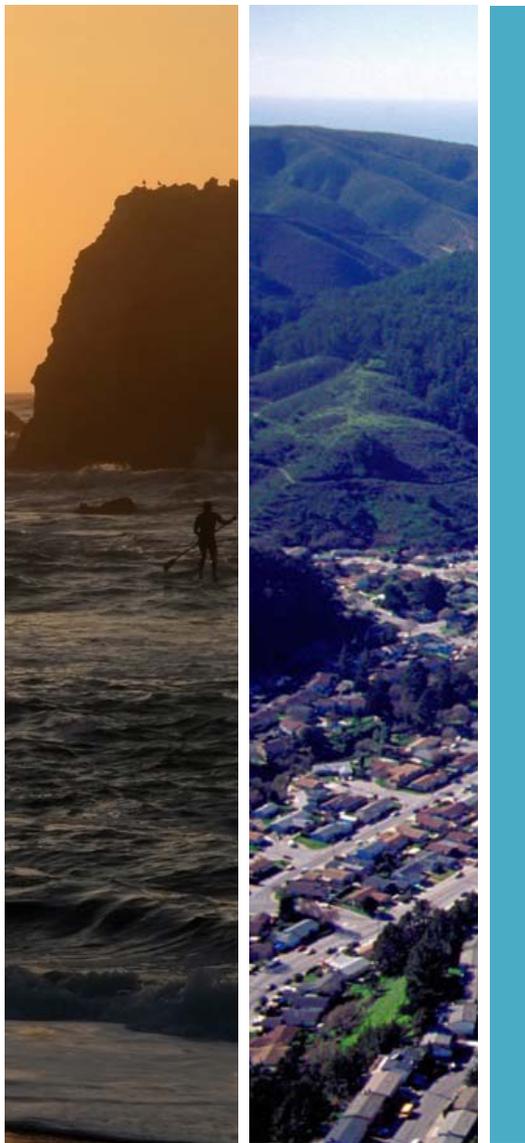
USE PATTERNS:



Sanchez Library

USE PATTERNS:





## Agenda

### 1. Council Action Items

*Lorie Tinfow, City Manager*

### 2. Project Background

*Lorie Tinfow, City Manager*

### 3. Present Activities

*Lorie Tinfow, City Manager*

- **Facility Assessments**

*Dawn Merkes, Group 4*

- **SMC Library Update**

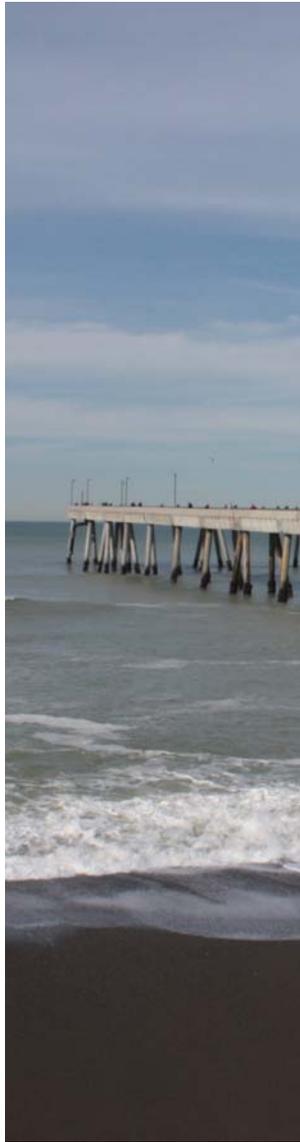
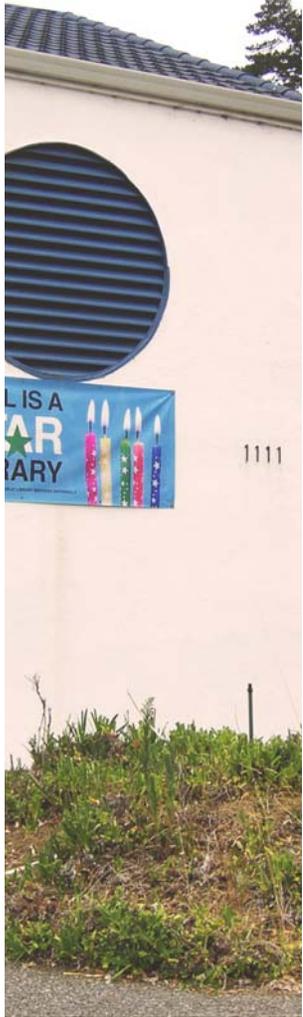
*Julie Finklang, Pacifica Branches Manager*

- **Pacifica Library Foundation**

*Eric Ruchames*

### 4. Future Steps

*Lorie Tinfow, City Manager*



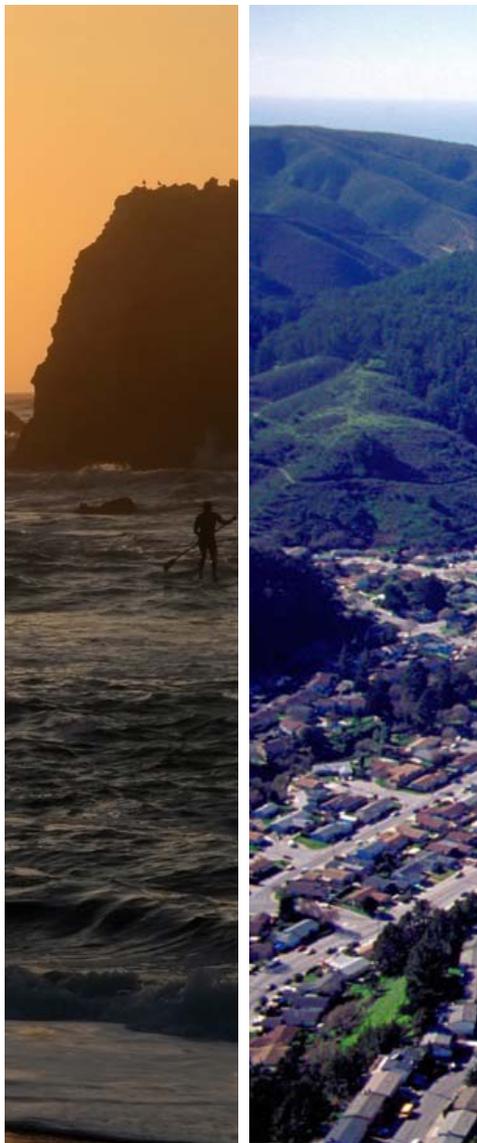
City of Pacifica  
San Mateo County Library

# Sanchez & Sharp Park

Library Site and Facility  
Assessment

November 23, 2015





- 1. Overview of Pacifica Library Facilities**
- 2. 2011 Needs Assessment Findings**
- 3. Sharp Park Library**
  - a. Building Assessment
  - b. Site Analysis & Capacity
  - c. Conclusions
- 4. Sanchez Library**
  - a. Building Assessment
  - b. Site Analysis & Capacity
  - c. Conclusions
- 5. Conclusions**
- 6. Appendix**



**Sharp Park Library**  
104, Hilton Way, Pacifica, CA



**Sanchez Library**  
1111 Terra Nova Blvd, Pacifica, CA

- The San Mateo County Library (SMCL) currently operates two branches in Pacifica that are roughly 4 miles apart
- The Sharp Park Library was built in 1964, and is 7,082sf.
- Sanchez Library was built in 1981, and is 4,129sf.
- In addition to access to materials, technology, and information, the two libraries provide various programs throughout the year. In 2013, 1,542 adults, 474 teens, and 4,831 children participated in programs supported by the library.

## Overview and History



1. Overview of Pacifica Library Facilities
2. **2011 Needs Assessment Findings**
3. Sharp Park Library
  - a. Building Assessment
  - b. Site Analysis & Capacity
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6. Appendix

# 2011 Needs Assessment Key Points

In 2011, a Needs Assessment was produced for the Pacifica Libraries by Anderson Brulé Architects. The key findings were:

- The recommended library size is **34,000sf**, with 75 to 100 parking spaces
- A **single facility** would be more efficient and create a better “**Central Place**” for Pacifica

**Sharp Park Library**  
104, Hilton Way, Pacifica, CA



**Sanchez Library**  
1111 Terra Nova Blvd, Pacifica, CA



*Can either site fit a 34,000sf facility with parking and meet the service goals of the Library?*



1. Overview of Pacifica Library Facilities
2. 2011 Needs Assessment Findings
3. **Sharp Park Library**
  - a. Site Analysis & Capacity
  - b. Building Assessment
  - c. Summary and Recommendation
4. **Sanchez Library**
  - a. Site Analysis & Site Capacity
  - b. Building Assessment
  - c. Summary and Recommendation
5. Conclusions
6. Appendix

# SHARP PARK

## Sharp Park Library Overview



104 Hilton Way, near the Pacifica Pier

- Constructed **1964** by Architectural Division of San Mateo County Dept. of Building Construction
- Timber Frame/Concrete Block Construction
- Centrally located near “Old Town” Pacifica, off of Palmetto Avenue, near Pacifica Pier
- The existing building is roughly 7,300sf



Program Room Exterior, viewed from Palmetto



The Marketplace – Media and Popular Materials

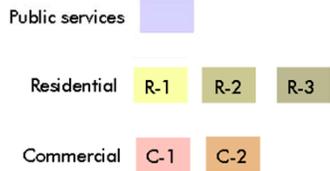
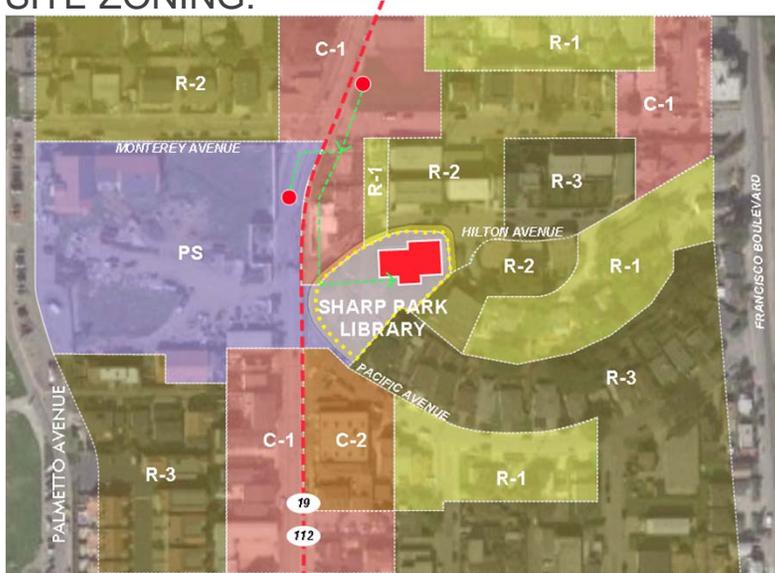


The Library viewed from Hilton Way

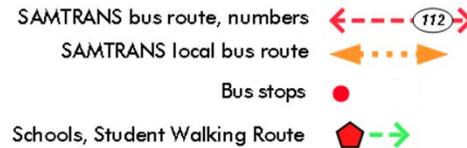
12/1/14

# SHARP PARK

## SITE ZONING:



## SITE ACCESS:



## Site Analysis:

### ZONING & ADJACENCIES

#### Zoned for Public Facilities

*The Sharp Park site is appropriately zoned for a Library*

#### Near Residential & Commercial Commercial Zones

*Surrounded by residential zones on 3 sides; commercial on 1 side*

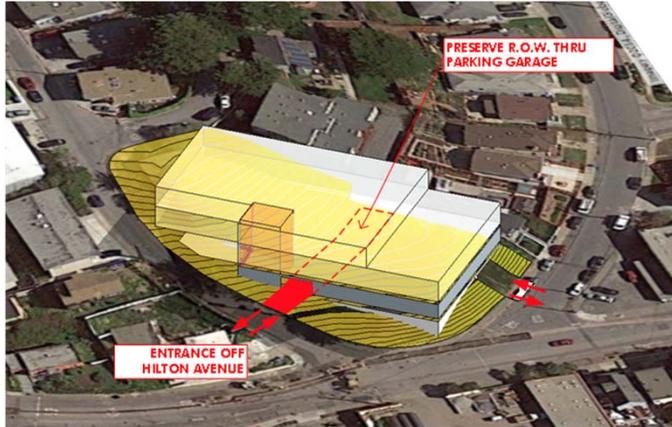
#### Readily Accessible Site

*Site is readily accessible via public transit, highway, and on foot from nearby middle and high school*

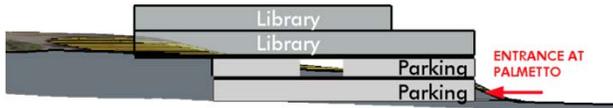
From a site and zoning perspective, the Sharp Park site is a good location for a library

# SHARP PARK

## SITE BUILD-OUT:



## HERITAGE TREES:



Site Section Diagram

<b>Site Area:</b>	<b>31,236SF</b>
<b>Library Program:</b>	
Lower Level:	19,000SF
Upper Level:	14,000SF
	<b>33,000SF</b>
<b>Below Building Parking:</b>	
Lower Level:	47 spaces
Upper Level:	47 spaces
	<b>94 spaces</b>

## Site Capacity:

### ADDING 34,000SF:

#### Requires Removal of Heritage Trees

*6-7 Heritage Trees would be removed to allow a larger building footprint*

#### Uses Entire Site

*Almost no open space would be left on the site*

#### Adds 4 Stories to Site

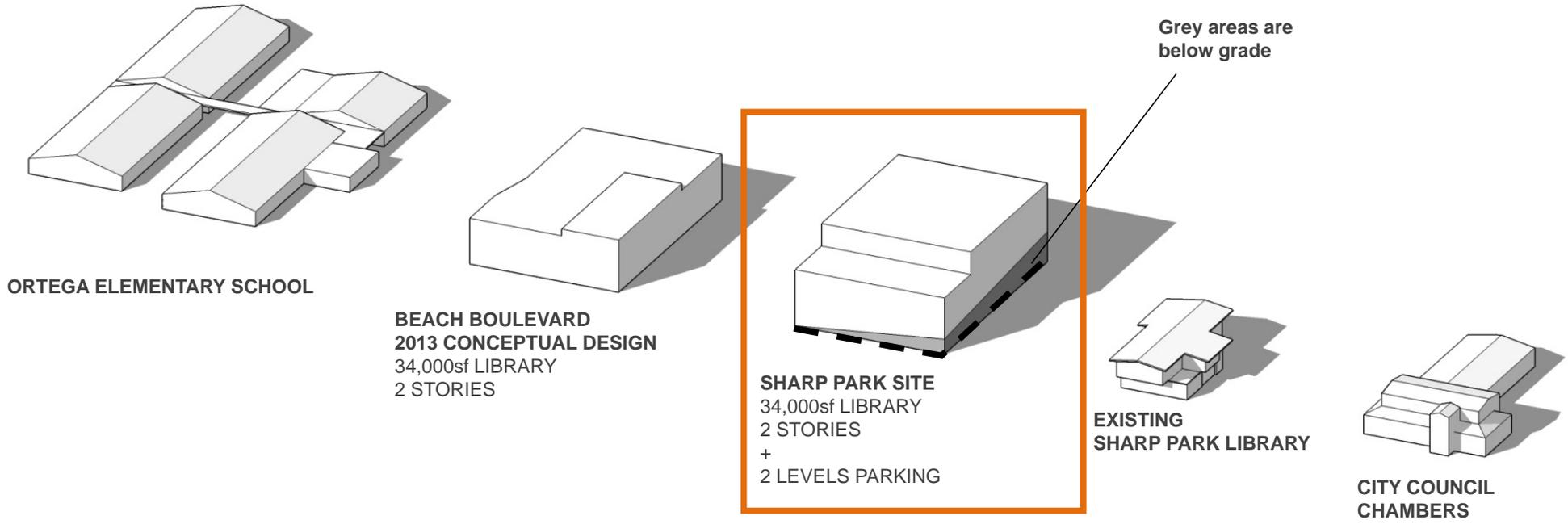
*A 34,000sf library on this site would be out of scale with its surroundings*

#### Requires Underground Parking Parking

*Adding a 34,000sf library on this site would require additional parking, which could only be built as underground parking*

Building a 34,000sf library is possible on the Sharp Park site, but would result in a building that requires expensive parking solutions and that is out of scale with its surroundings.

SCALE COMPARISONS FOR A 34,000sf LIBRARY AT SHARP PARK:



A 34,000sf building at Sharp Park with two levels of parking below would be large, and the scale of the façade from Palmetto would be 4 stories.

# SHARP PARK

## POPULATION DISTRIBUTION:



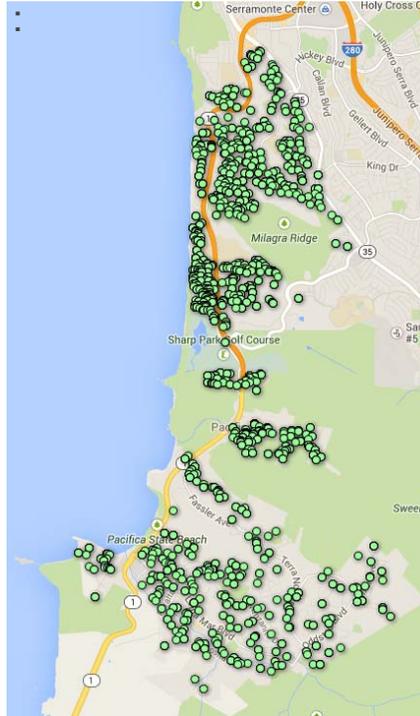
- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

## GEOGRAPHIC LOCATION:



- Open Space
- Populated Areas

## USE PATTERNS



- Item in Circulation

4169 items out in circulation at time of sampling, shown in relatively even distribution throughout Pacifica

## Site Analysis:

### CENTRALITY & USE

#### Close to Population Centers

*The Sharp Park Library is the closer branch for a majority of Pacifica residents per a comparison of Sharp Park's geographic location and 2010 U.S. Census tract maps*

#### Geographically Central

*Sharp Park is relatively central to both the northern and southern areas of Pacifica*

#### Evenly Distributed Use

*Use Pattern information shows the Sharp Park library being used by patrons from all over Pacifica*

The Sharp Park Library is centrally located in Pacifica, and the facility serves a large population area, which is confirmed by patron use data.

# SHARP PARK

## Physical Condition Summary:



### ACCESSIBILITY

- Non-Conforming Parking
- Inaccessible Entries
- Inaccessible Paths of Travel
- Non-Conforming Areas
- Inaccessible Exits
- Non-Conforming Devices/Hardware

Building is inaccessible

### LIFE-SAFETY

- Insufficient Fire Life-Safety
- Under-supported Cantilever
- Non-Compliant Structure
- Excessive Openings in Structural Walls
- Under-supported soffits
- Unanchored Tall Shelving

Building does not meet Life-Safety Standards

### BUILDING SYSTEMS

- Insufficient Ventilation System
- Outdated Lighting Systems
- Recently Updated Plumbing

Systems need upgrades

### ARCHITECTURAL

- Uneven Floors
- Worn Finishes
- Poor Acoustics
- Damaged/Discontinued Hardware
- Underutilized Views

Multiple issues from deferred maintenance to design problems

### FUNCTIONALITY

- Inadequate Storage
- Undersized Spaces for Collections
- Inadequate Seating
- Inflexible Spaces
- Undersized Staff Space

Library is undersized for current and future needs

# SHARP PARK

Functionality:

## SPACE FUNCTIONALITY



### Inadequate Storage

*Friends' storage is noticeably makeshift and undersized. It is currently hidden behind a screen in the Program Room*

### Undersized Spaces for Collections

*Collection areas are generally overcrowded, and cannot meet all of the Library needs for the Pacifica Community per the 2011 Needs Assessment*

### Inadequate Seating

*Seating is limited in the Library with a total of 49 patron seats*

### Inflexible Spaces

*No flexibility within Library to support informal programs within Library spaces – spaces are overcrowded, have immovable furniture + stacks, and aren't acoustically separated*

### Undersized Staff Space

*Staff spaces are crowded and do not have the capacity to upgrade to Automated Materials Handling systems*

### Missing Amenities

*The Library currently lacks amenities that could be included in a larger branch such as group study rooms, flexible program space, expanded children's spaces, dedicated teen space, adequate collection, seating areas, sufficient technology, etc.*

Overall, the existing Sharp Park Library is undersized for its current uses, and lacks many of the amenities needed by the Pacifica Community per the 2011 Needs Assessment

12/1/14

# SHARP PARK

Physical Condition:

## ACCESSIBILITY



### Inadequate + Inaccessible Parking

*The limited number of spaces limits the use of the facility*

### Inaccessible Entries

*Both entrances are inaccessible, and to enter the 2<sup>nd</sup> level of the Library from the parking lot requires the use of stairs or a steep sidewalk*

### Inaccessible Paths of Travel

*Lack of accessible paths of travel to teen area, program room restrooms, parking lot, and between 1<sup>st</sup> and 2<sup>nd</sup> floors.*

### Non-Conforming Areas

*Restrooms, stacks, paths of travel, and other spaces throughout the building do not meet code requirements*

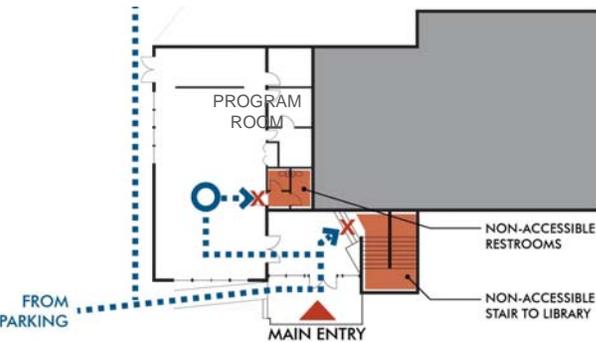
### Inaccessible Exits

*Program room emergency exit requires use of stairs*

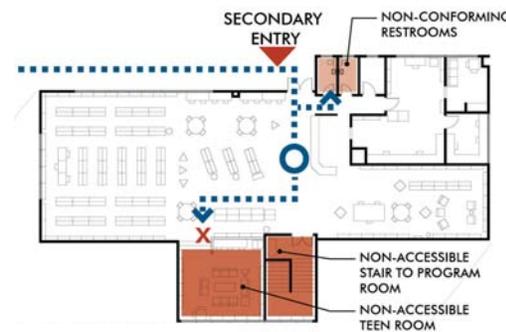
### Non-Conforming Devices/Hardware

*Handrails, door handles, push buttons, faucets, etc. do not meet code requirements*

**The building does not provide equal access to all Library patrons and staff.**

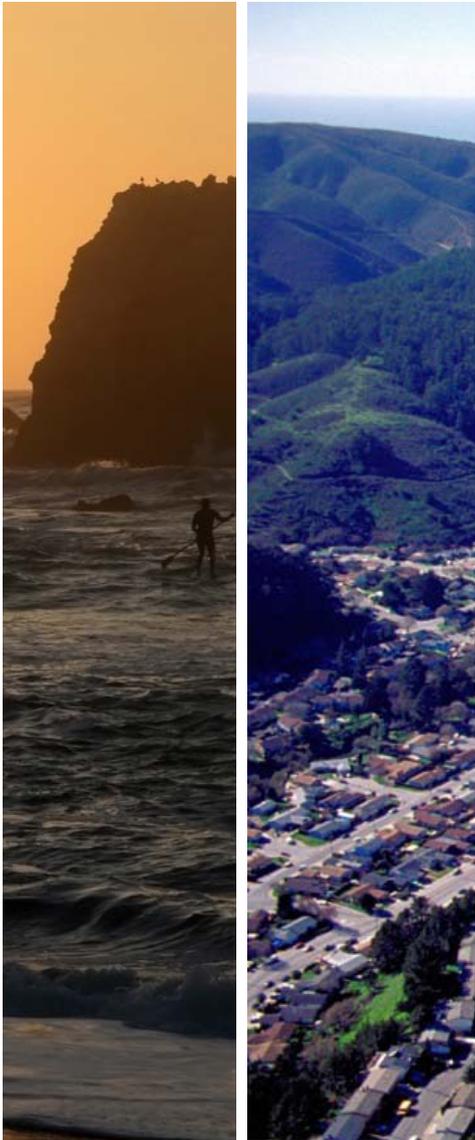


LOWER LEVEL & PARKING LOT



UPPER LEVEL

12/1/14



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# SHARP PARK

Could the Sharp Park Site, either through an addition or a new building, be used for a new 34,000 square foot library?



## FUNCTIONALITY:

- Building is too small for current and future needs

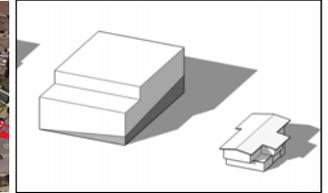


## BUILDING CONDITION:

- Overall poor condition
- Multiple code-compliance problems would require serious renovations



The current building cannot be expanded for an addition, and though the site could support a new larger library, the character of the new library + parking structure would not “fit” with its surroundings and would very expensive due to 2-levels of parking below the structure



## SITE CAPACITY:

- The site could fit a 4 story, 34,000sf library with underground parking



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6. Appendix

## Sanchez Library Overview



1111 Terra Nova Boulevard, in "Sun Valley"

- Constructed **1981** and designed by YTL Levikow Associates Architects and H.J. Brunnier Structural Engineers
- The building is a light timber frame building on a concrete slab
- Located near an elementary school, a shopping center, a park, and residential areas
- The existing building is roughly 4,500sf



The Library Entrance, from the parking lot



The Garden



The Children's Area of the Library

# SANCHEZ

## Site Analysis:

### SITE ZONING & ACCESS:



- C-1: Community Commercial
- R-3: Multi-unit Residential
- R-1: Residential

### PROXIMITY TO SCHOOLS:



- - - - - → Pedestrian & Bicycle routes
- - - - - 112 ← SAMTRANS bus route, numbers
- - - - - → SAMTRANS FLX Pacifica shuttle to Linda Mar Shopping Center routes 17, 118, 112, 110 coastal service
- Bus stops - directly in front of the building
- FLX Pacifica Shuttle stop - 0.08 miles to the closest stop
- - - - - → Schools, Student Walking Route

## ZONING & ADJACENCIES

### Zoned for Community & Commercial Facilities

*The Sharp Park site's zoning allows it to be used as a library, but could also allow commercial uses*

### Near Residential & Commercial Commercial Zones

*Surrounded by both commercial and residential zones, with a large shopping center nearby*

### Local Site Access

*Site is readily accessible via public transit, and on foot from nearby elementary school, high school, & Boy's and Girl's Club, but is more difficult to access via personal vehicle, and is secluded from population centers*

From a site and zoning perspective, the Sanchez site is an acceptable location for a library, but has some drawbacks due to its distance from population centers

# SANCHEZ

## SITE BUILD-OUT:



A possible two story addition on the Sanchez Site



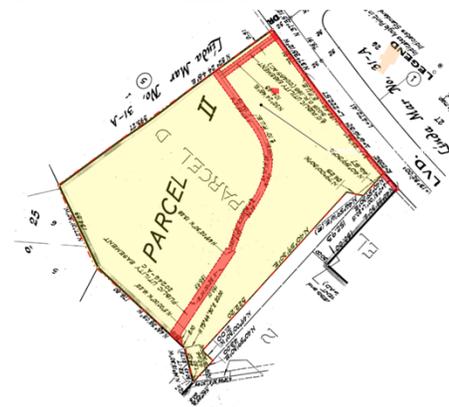
A possible new two story Library on the Sanchez Site

## BUILDABLE AREA:



ACTIVE UTILITY RIGHT-OF-WAY

ACTIVE UTILITY RIGHT-OF-WAY



Total Parcel Area: 116,600sf

Right of Ways: -3,694sf

Minimum Landscape Area: -11,660sf

Total Buildable Area: 101,246sf

## Site Capacity:

### ADDING 34,000SF

#### High Buildable Area

A total buildable area of 101,246sf allows for a 34,000sf library as well as the required parking

#### Surface Parking is Possible

The site has enough area to allow for surface parking

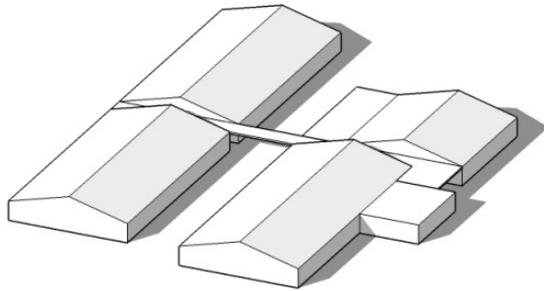
#### Multiple Build-Out Possibilities

A 34,000sf library on this site could be added either through an addition or the construction of a new building

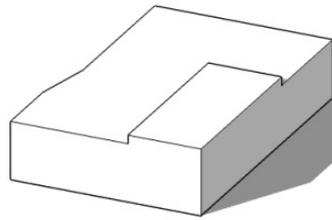
#### Avoids Utility Right-of-Ways

The site is large enough that Utility Right-of-Ways can be accommodated

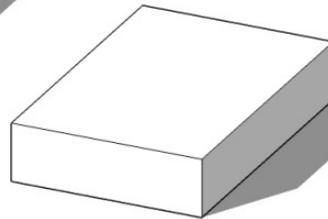
The site could accommodate a 34,000sf building & 120 parking spaces, either through an expansion of the existing Sanchez Library, or the construction of a new building



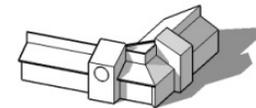
ORTEGA ELEMENTARY SCHOOL



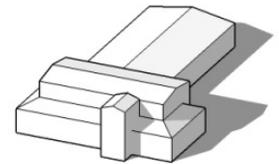
BEACH BOULEVARD  
2013 CONCEPTUAL DESIGN  
34,000sf LIBRARY  
2 STORIES



SANCHEZ SITE  
34,000sf LIBRARY  
2 STORIES



EXISTING  
SANCHEZ LIBRARY



CITY COUNCIL  
CHAMBERS

A 34,000sf Library at Sanchez would be similar in size to the City Council Chambers

# SANCHEZ

## POPULATION DISTRIBUTION:



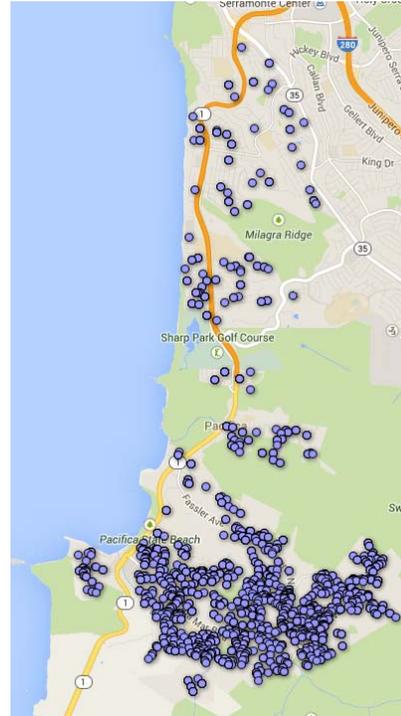
- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

## GEOGRAPHIC LOCATION:



- Open Space
- Populated Areas

## USE PATTERNS



- Item in Circulation

3836 items out in circulation at time of sampling

## Site Analysis:

### CENTRALITY & USE

#### Distant from Population Centers

*The Sanchez branch is closer to a minority of Pacifica residents per a comparison of the library's geographic location and 2010 U.S. Census tract maps*

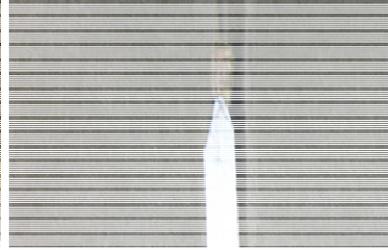
#### Not Geographically Central

*Sanchez Library is located near the southernmost edge of Pacifica*

#### Unevenly Distributed Use

*Use Pattern information shows the Sanchez Library being used primarily by patrons in immediate proximity to the library.*

**The Sanchez Library is distant from Pacifica's largest population centers and is used most heavily by patrons in immediate proximity to the library**



### ACCESSIBILITY

- Non-Conforming Parking
- Non-Conforming Areas
- Non-Conforming Devices/Hardware

Building is mostly accessible

### LIFE-SAFETY

- Insufficient Fire Life-Safety
- Potential Structural Deficiencies
- Unanchored Tall Shelving
- Qualifies as a Benchmark Building

Building is considered structurally Life-Safe

### BUILDING SYSTEMS

- Poorly Integrated Telecom Upgrades
- Recently Updated HVAC
- Recently Updated Plumbing
- Inefficient Lighting Systems
- Insufficient Air Circulation

Some systems require upgrades

### ARCHITECTURAL

- Worn Finishes
- Damaged Window Screen
- Damaged Hardware
- General Good Condition

Finishes need replacement, but the building is in decent condition

### FUNCTIONALITY

- Inadequate Storage
- Undersized Spaces for Collections
- Inadequate Seating
- Inadequate Program Spaces
- Undersized Entry/Service Space
- Undersized Staff Space

Library is undersized for current and future needs

# SANCHEZ

Could the Sanchez Site be used for a new 34,000 square foot library?



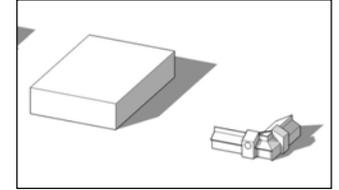
## FUNCTIONALITY:

- Building is too small for current and future needs
- Site is isolated from Pacifica's population centers



## BUILDING CONDITION:

- Some upgrades required
- Structurally good condition
- Life-Safe

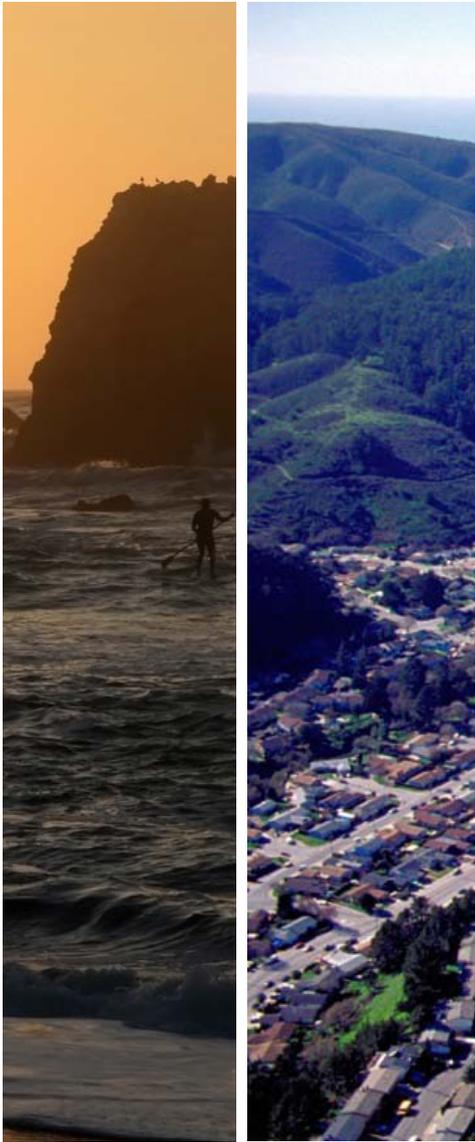


## SITE CAPACITY:

- Site is large enough for a 34,000sf library and required parking

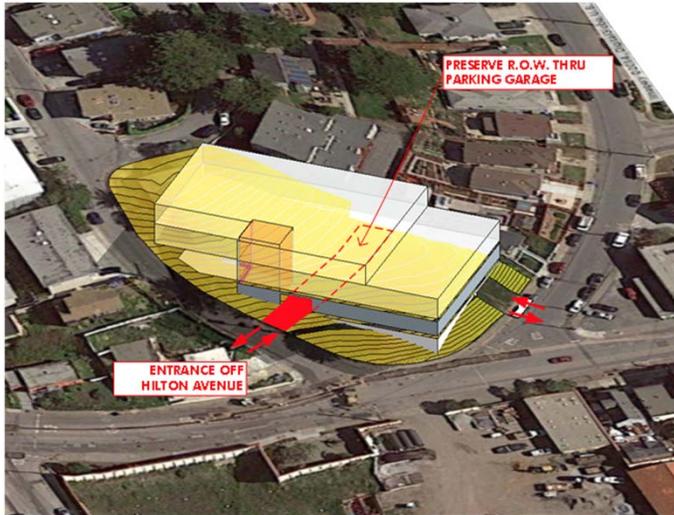


An addition to the current building, or a new building on the current site, could be viable in regards to site capacity, but community access would remain limited.



1. Overview of Pacifica Library Facilities
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  - c. Conclusions
5. **Conclusions**
6. Appendix

## SHARP PARK:



A 34,000sf Library at Sharp Park would be out of scale with its surroundings

The Sharp Park site is more centrally located for the majority of Pacifica's residents, but the small existing site & topography would result in a building that would be out of scale with the neighborhood and relatively expensive to build due to the required 2 levels of parking under the building.

**In conclusion, while the Pacifica Library system facilities need to expand to meet community needs, neither the Sharp Park site nor the Sanchez site is an optimal site for a new 34,000sf library**

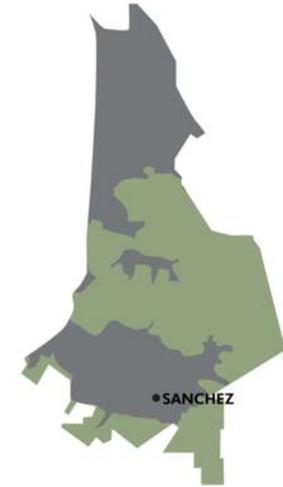
## SANCHEZ:



The Sanchez site is distant from the majority of Pacifica's Population

The Sanchez site can easily fit a 34,000sf library and the associated parking, but the site is isolated from the majority of Pacifica's residents and is not centrally located.

## Conclusions





## Agenda

### 1. Council Action Items

*Lorie Tinfow, City Manager*

### 2. Project Background

*Lorie Tinfow, City Manager*

### 3. Present Activities

*Lorie Tinfow, City Manager*

- Facility Assessments

*Dawn Merkes, Group 4*

- **SMC Library Update**

*Julie Finklang, Pacifica Branches Manager*

- Pacifica Library Foundation

*Eric Ruchames*

### 4. Future Steps

*Lorie Tinfow, City Manager*



**SAN MATEO COUNTY LIBRARY**  
Connect. Discover. Evolve.

San Mateo County Library  
Julie Finklang,  
*Sharp Park and Sanchez Libraries Branch Manager*

# Operational Challenges

## **Services Hours:**

The SMCL Joint Powers Authority is the entity responsible for providing library services to Pacifica. Per the JPA Agreement, the Library funds 60 open hours each week. For many years, 14 additional hours were funded through a cost-share agreement between the City and Library. Last year the City was not able to continue this funding. As a result, in April of 2014 each of the two libraries were reduced to 30 hours 4 days per week service.

***The effects of the reduction in hours include decreased library use and patron satisfaction with library services, full parking lots and few available seats inside the libraries during open hours, and limited availability for afterschool programming.***

# Operational Challenges

## Programs and Services

A Needs Assessment conducted in 2010-11 clearly illustrated that the current libraries are not meeting community needs and present significant barriers to the effective delivery of library services.

### ***Community Input and Analysis***

Multiple methods of outreach were employed to gain community insight and priorities. These included two public outreach meetings, a focus group, a staff workshop, key informant interviews, and an online survey. The community outreach is summarized as follows:

The Pacifica community greatly appreciates its library services. Staff service is seen as excellent. Overall satisfaction with library services and programs is very good. However, there are consistent concerns with accessibility and overcrowding in the libraries. Participants want more of every key resource including collections, reader seating, technology, and meeting space. Acoustic separation for different activities is another primary concern. Participants were excited about the ability of library facilities to engage the Pacifica community and highlight the unique qualities of the coastal community.



Anderson Brulé Architects, Inc.

# Operational Challenges

## Programs and Services

Currently we are unable to host popular author programs, music programs, computer training, cooking programs and cultural celebrations due to limited space and inadequate facilities.

After school programming is severely limited by the service hours reduction. Collections are inadequate for the community, resulting in a great deal of staff time being used to process materials that are requested from other jurisdictions.



# What New Libraries Offer:



# What New Libraries Offer: Belmont Library – First Year

Circulation Increase: **582%**  
Door Count Increase: **383%**



# What New Libraries Offer: Millbrae Library – First Year

Circulation Increase: **50%**

Door Count Increase: **74%**



# What New Libraries Offer: Portola Valley Library – First Year

Circulation Increase: **42%**  
Door Count Increase: **79%**





## Agenda

1. Council Action Items  
*Lorie Tinfow, City Manager*
2. Project Background  
*Lorie Tinfow, City Manager*
3. Present Activities  
*Lorie Tinfow, City Manager*
  - Facility Assessments  
*Dawn Merkes, Group 4*
  - SMC Library Update  
*Julie Finklang, Pacifica Branches Manager*
  - **Pacifica Library Foundation**  
*Eric Ruchames*
4. Future Steps  
*Lorie Tinfow, City Manager*



# A Great Community Deserves a Great Library

Eric Ruchames, Board Member (Past PLF President)



# One New Library—A Place for Everyone



More than just spaces for books and research, today's libraries are community gathering places.

# Pacificans Go to the Library

## Circulation



293,000 total  
24,435 items circulated  
a month on average

## Walk-Ins



176,970 total  
14,749 walk-ins  
a month on average

## Computer Users



24,729 total  
2,061 computer users  
a month on average

## Programs



486 total  
19,321 community  
members participating in  
library programs

Close to 60% of Pacificans hold library cards.

## People in Pacifica Value the Library





**WORKSHOPS**

**MUSIC,  
MOVEMENT,  
AND HEALTH  
PROGRAMS**

**ARTS AND  
CRAFTS**

**BOOK  
CLUBS AND  
STORYTIME  
S**

**LECTURES  
AND AUTHOR  
TALKS**

# Two Are Not Better Than One



Pacifica's branch libraries operate on one funding stream shared by two buildings. This means:

- Fewer open hours
- Fewer services and programs
- More money spent on duplicate items in the children's, multi-media, and general collections
- Fewer choices for library patrons

**Two buildings don't make fiscal sense. Pacifica needs one modern library.**



A Great Community Deserves a Great Library.  
What Are We Waiting For?



## Agenda

### 1. Council Action Items

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- Facility Assessments

*Dawn Merkes, Group 4*

- SMC Library Update

*Julie Finklang, Pacifica Branches Manager*

- Pacifica Library Foundation

*Eric Ruchames*

### 4. Future Steps

*Lorie Tinfow, City Manager*

## **Future Steps:**

- **Planning for construction**

Next steps include: schematic design, design development, construction documents, bidding and award, construction

- **Engaging the community**

More community involvement to provide input into the design, formation of a Library Advisory Committee to work with City staff, SMC Library JPA staff, the architect, the PLF and the Friends.

- **Funding for the project**

Assistance from a financial services firm to assist with developing a funding strategy which may include a General Obligation Bond

- **Polling to help shape success**

Measure effectiveness of library outreach, test community response to costs, and determine if the community is ready to consider a ballot measure.

## **Recommended Action:**

- 1) Issue an RFP to hire an architecture firm and complete the “schematic design” phase of the library over the next year
- 2) Return to Council at a future meeting with actions needed to create a Library Advisory Committee
- 3) Contract with a financial services firm to develop various tax scenarios
- 4) Engage a polling firm
- 5) Appropriate \$129,000 from *Fund 30 Excess ERAF* to a new capital project called “**New Pacifica Library Planning and Construction**”
- 6) request \$500,000 in matching funds from San Mateo County, and
- 7) Take any other steps needed to prepare for the Council’s consideration of placing a bond measure on the November 2016 ballot.



Next Steps Toward a  
**NEW PACIFICA  
LIBRARY**

**-- QUESTIONS --**

# SHARP PARK



A blue sign with white text listing library hours for Sharp Park. The sign is mounted on a metal post. At the bottom, it features the San Mateo County Library logo and the tagline 'Connect. Discover. Evolve.' with the website 'smcl.org'.

LIBRARY HOURS	
MONDAY	CLOSED
TUESDAY	12PM-8PM
WEDNESDAY	12PM-8PM
THURSDAY	10AM-5PM
FRIDAY	CLOSED
SATURDAY	10AM-5PM
SUNDAY	CLOSED

SAN MATEO COUNTY LIBRARY  
Connect. Discover. Evolve.  
smcl.org



A blue sign with white text listing library hours for Sanchez. The sign is mounted on a metal post and is partially obscured by a chain-link fence. At the top, the words 'LIBRARY HOURS' are visible in blue letters. At the bottom, it features the San Mateo County Library logo and the tagline 'Connect. Discover. Evolve.' with the website 'smcl.org'.

LIBRARY HOURS	
MONDAY	12PM-8PM
TUESDAY	CLOSED
WEDNESDAY	10AM-6PM
THURSDAY	CLOSED
FRIDAY	10AM-5PM
SATURDAY	10AM-5PM
SUNDAY	CLOSED

SAN MATEO COUNTY LIBRARY  
Connect. Discover. Evolve.  
smcl.org

# SANCHEZ

# FOSTER CITY

## LIBRARY HOURS

**MONDAY** 10AM—9PM

---

**TUESDAY** 10AM—9PM

---

**WEDNESDAY** 10AM—9PM

---

**THURSDAY** 10AM—6PM

---

**FRIDAY** 10AM—6PM

---

**SATURDAY** 10AM—5PM

---

**SUNDAY** 1pm—5PM



SAN MATEO COUNTY LIBRARY  
Connect. Discover. Evolve.  
[smcl.org](http://smcl.org)

# LIBRARY HOURS

**MONDAY - THURSDAY**

**10:00 AM - 8:00 PM**

---

**FRIDAY**

**10:00 AM - 6:00 PM**

---

**SATURDAY**

**9:00 AM - 5:00 PM**

---

**SUNDAY**

**1:00 PM - 5:00 PM**



**Millbrae Library**

A SAN MATEO COUNTY LIBRARY

1 Library Avenue, Millbrae, CA 94030

T 650.697.7607 • E [mlref@plsinfo.org](mailto:mlref@plsinfo.org) • W [www.smcl.org](http://www.smcl.org)

While we're on the subject of  
neighboring libraries. . .

# SHARP PARK



The children's area shares space with computers that are used by adults.



## FOSTER CITY



The large children's area is clearly set apart from the rest of the library.



## FOSTER CITY



There is plenty of room for babies, toddlers, children, and tweens here.

# SHARP PARK

Book sales raise money for library programs. This “bookstore” is a set of shelves on a stair landing.



# BELMONT



# MILLBRAE



In newer libraries, space is set aside for the Friends' bookstores.



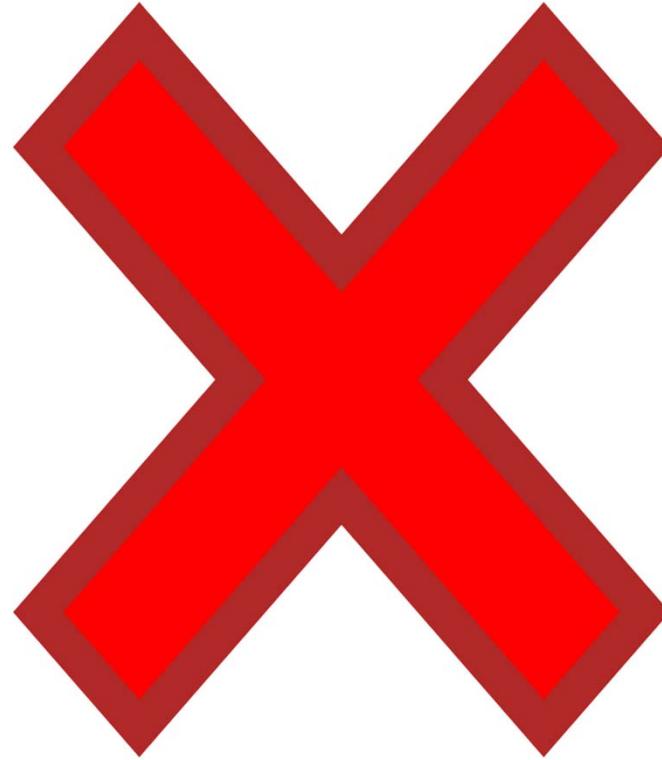
# FOSTER CITY

In newer libraries, space is set aside for the Friends' bookstores.

SHARP PARK  
and  
SANCHEZ



Small group  
meeting rooms.





MILLBRAE

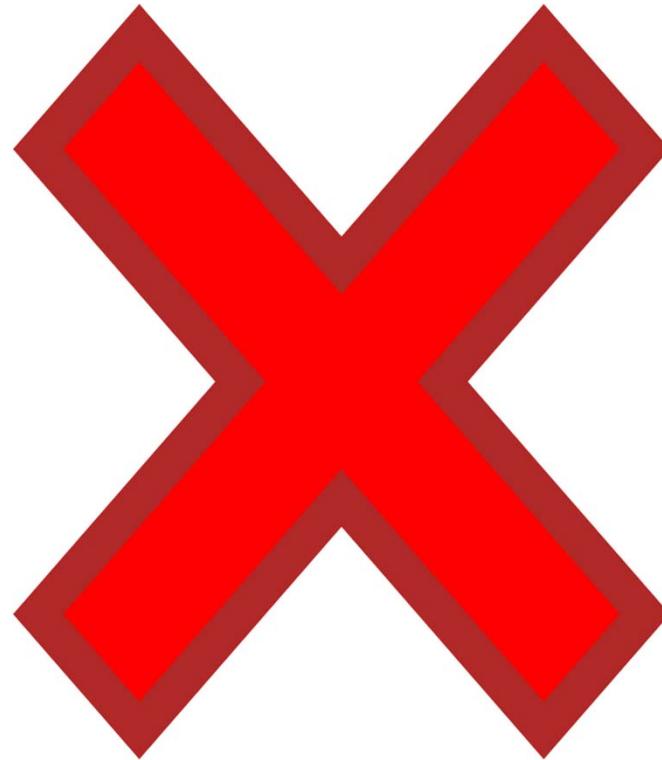


There are small group meeting and study rooms.

SHARP PARK  
and  
SANCHEZ



Computer/Learning  
Center



# MILLBRAE



There is a room designed for teaching computer skills that can be adapted for other classes.

A Great Community Deserves a Great  
Library.

What Are We Waiting For?

# Here's What You Can Do!



Encourage City Council members to continue their support of the library project.



Talk to family, friends and neighbors who vote in Pacifica. Tell them you support the library project.



Contribute to the Pacifica Library Foundation.



# SHARP PARK

## Physical Condition:



## LIFE-SAFETY

### Insufficient Fire Life-Safety

*The building lacks fire sprinklers and has inadequate alarm and detection systems*

### Under-supported Cantilever

*8' deep cantilever on second level does not meet current structural code*

### Non-Compliant Structure

*Most structural elements from shear walls to floor diaphragms are not to current code and are under-engineered*

### Excessive Openings in Structural Walls

*The number of windows and doors in most walls compromise the ability of those walls to support the building in a seismic event*

### Under-supported soffits

*Parts of the ceiling are not sufficiently supported and might fail in an earthquake*

### Under-supported Tall Shelving

*Shelving appears anchored, but further testing is required to confirm that anchors are sufficient for a seismic event*

Overall, the building does not meet today's standards for life-safety

# SHARP PARK

Physical Condition:

## BUILDING SYSTEMS



### Insufficient Ventilation System

*Multiple areas of library were stuffy, and had noticeably inadequate air flow. Though furnaces are relatively new, the air distribution system is insufficient*

### Outdated Lighting Systems

*Lights do not meet current energy efficiency standards, provide uneven lighting levels, and have poor controls*

### Recently Updated Plumbing

*Water heater was installed in 2009; other fixtures were installed recently as well*

While there has been limited deferred maintenance work recently, the majority of the building systems, including the envelope, electrical, lighting, data, and mechanical systems, require upgrades

12/1/14

# SHARP PARK



## Physical Condition:

### ARCHITECTURAL

#### Uneven Floors

*Floors creak and flex noticeably as they are walked upon*

#### Worn Finishes

*Interior and exterior finishes are worn from age and frequently salt damaged*

#### Poor Acoustics

*Noise travels between floors; floors creak audibly in program room when people walk on it*

#### Damaged/Discontinued Hardware

*Window/door hardware is easily damaged by salty air, no longer manufactured, and therefore difficult to replace. Many windows are screwed shut.*

#### Lack of Daylighting & Views

*Building has multiple architectural opportunities that it does not use to its full advantage*

The building's finishes and door & window hardware are in need of replacement or significant repairs

# SANCHEZ



## Functionality:

### PROGRAM/FUNCTIONALITY

#### Inadequate Storage

*Library has limited storage and some areas appeared crowded.*

#### Undersized Spaces for Collections

*Current collections seem to fit, but any increase in collection sizes to meet demand will not fit within the existing space*

#### Inadequate Seating

*Seating is limited with a total of 47 seats*

#### Inadequate Program Space

*Sanchez Library has no dedicated program space, and the Library is one room meaning that programs in one area will impact all library users*

#### Undersized Entry/Service Desk

*During high traffic hours, the entry and service desk area becomes very crowded*

#### Undersized Staff Space

*Staff space is crowded with book carts; book drop room sometimes overflows from circulation volume*

#### Missing Amenities

*The Library currently lacks amenities that could be included in a larger branch such as group study rooms, flexible program space, expanded children's spaces, dedicated teen space, adequate collection, seating areas, sufficient technology, etc.*

Overall, existing spaces are undersized for current use levels, and also need to increase to meet future needs of the Pacifica community

12/1/14

### ACCESSIBILITY

#### Non-Conforming Parking

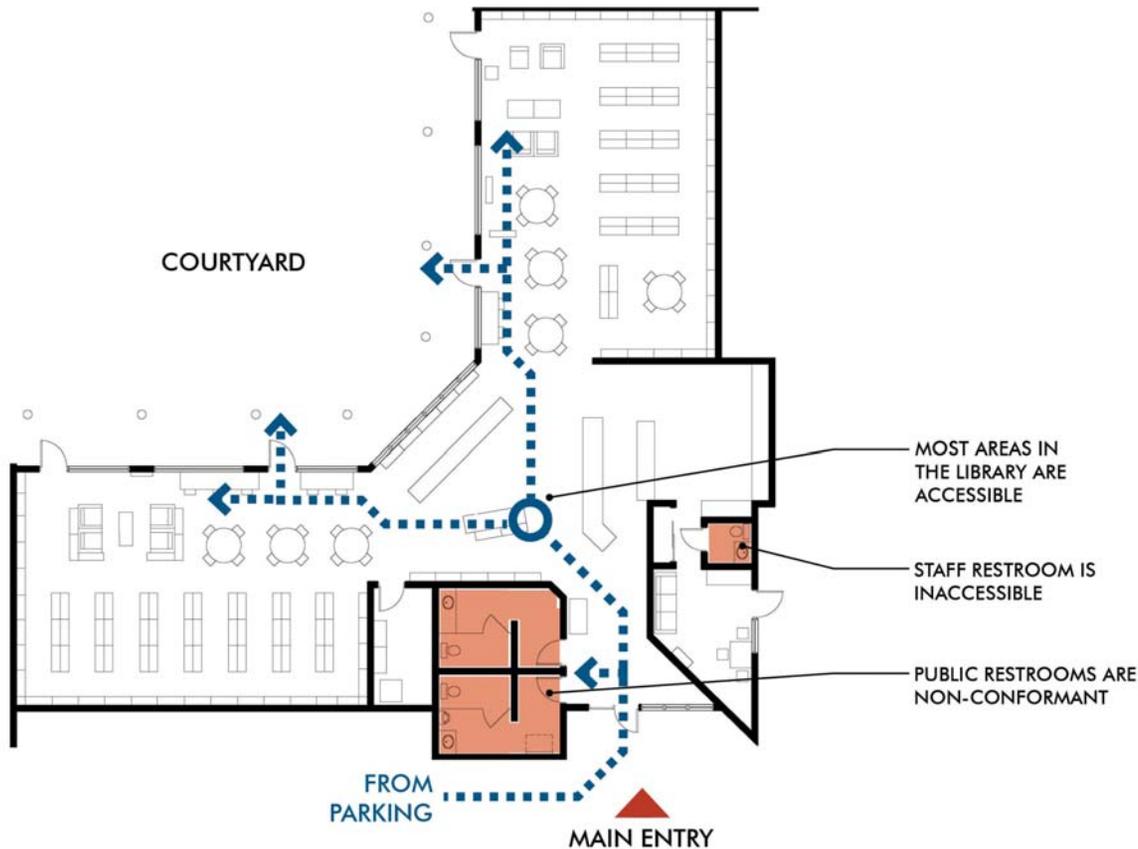
*Multiple elements of the existing parking do not meet current code*

#### Non-Conforming Areas

*Restrooms and paths of travel are non-conforming.*

#### Non-Conforming Devices/Hardware

*Handles, push buttons, faucets, etc. do not meet current code requirements*



Some areas of the building require upgrades to be fully ADA conformant, but the building is generally accessible

### LIFE-SAFETY



#### Insufficient Fire Life-Safety

*The building lacks fire sprinklers and has inadequate alarm and detection systems*

#### Potential Structural Deficiencies

*Some areas of the building, such as the clerestory windows and the workroom and mechanical room, may be under-engineered to withstand a seismic event. Further analysis is needed to determine conclusively*

#### Under-supported Tall Shelving

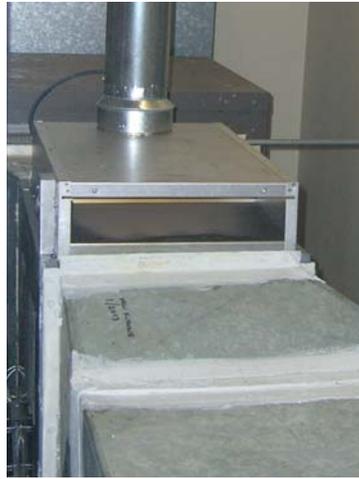
*Further testing is required to determine if shelving is anchored to allow it to withstand a seismic event.*

#### Qualifies as a Benchmark Building

*Due to its construction type and construction date (post 1976) it is considered to meet structural Life-Safety standards*

The building meets today's standards for structural life-safety, but does not meet standards for fire safety and has some other minor deficiencies that could be corrected

### BUILDING SYSTEMS



#### Poorly Integrated Telecom Upgrades

*As internet capacity and other upgrades have been introduced to the Library over time, they have been poorly integrated and wires are visible throughout*

#### Recently Updated Furnace

*Furnace was installed in 2013, and the system appears to be sufficient for the current use levels*

#### Recently Updated Plumbing

*Water heater was installed in 2012; other fixtures were installed recently as well. The plumbing system appears to be sufficient for current use levels*

#### Inefficient Lighting Systems

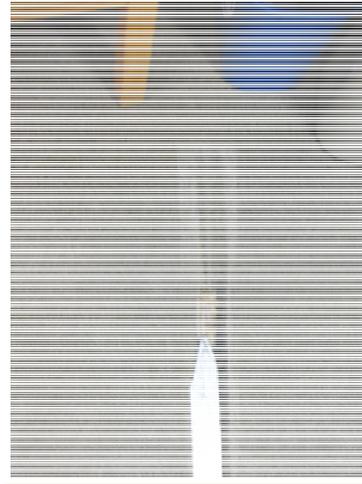
*Lighting systems could be upgraded to be more efficient*

#### Insufficient Air Circulation

*Opening windows/doors without screens is only means for ventilating building*

While some systems could be upgraded and integrated more effectively, most systems appear to be sufficient for the Library's current size

# SANCHEZ



## Physical Condition:

### ARCHITECTURAL

#### Worn Finishes

*Some finishes are worn and require replacement*

#### Damaged Window Screens

*Some window screens have holes*

#### Damaged Hardware

*Some minor window hardware appeared to be in moderate disrepair, but could be replaced*

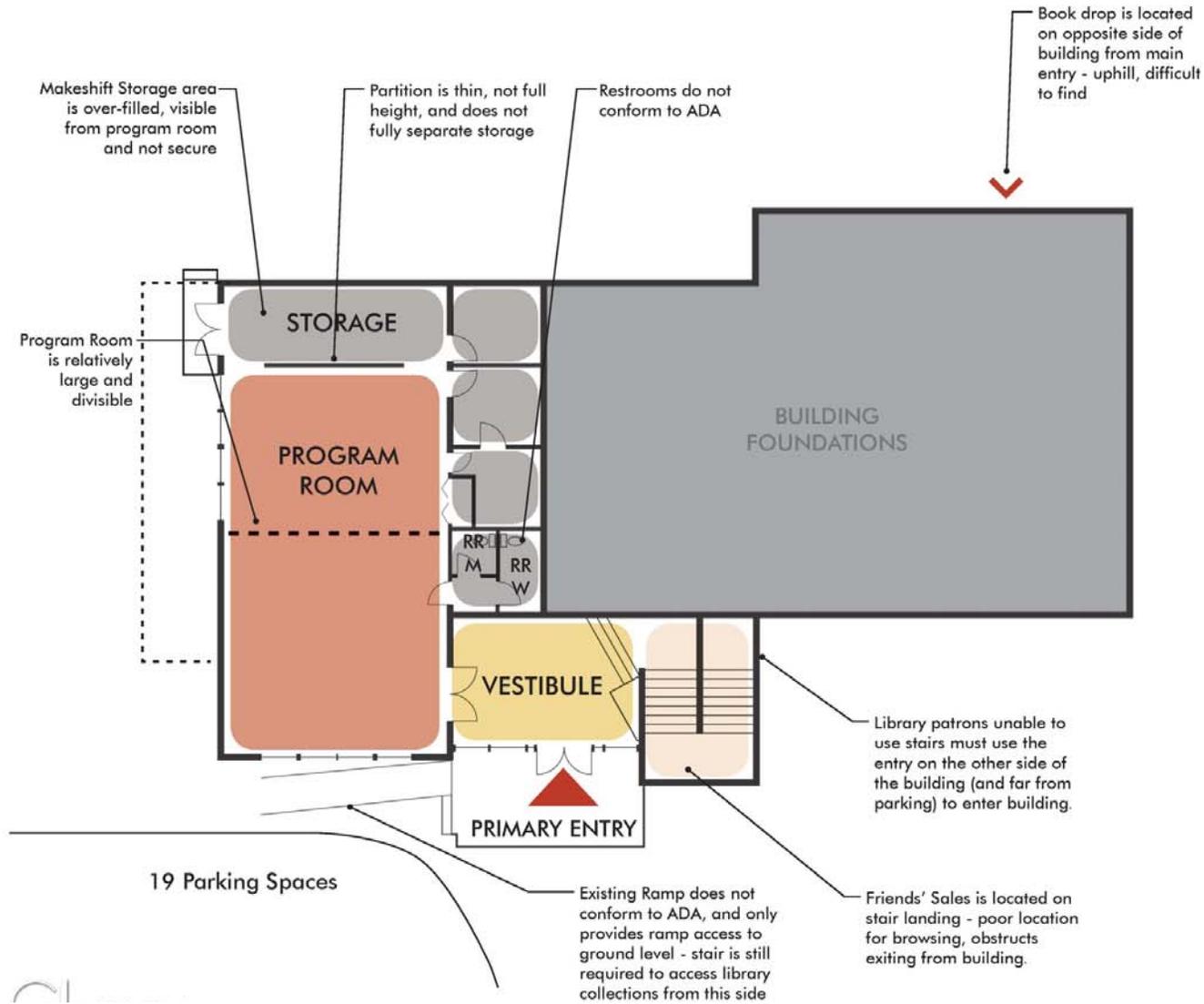
#### General Good Condition

*Many parts of the building, like the ceilings and some walls, are in decent condition*

Building finishes and window hardware need to be replaced, but the building is generally in good condition



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FRIENDS' SALES



ENTRY



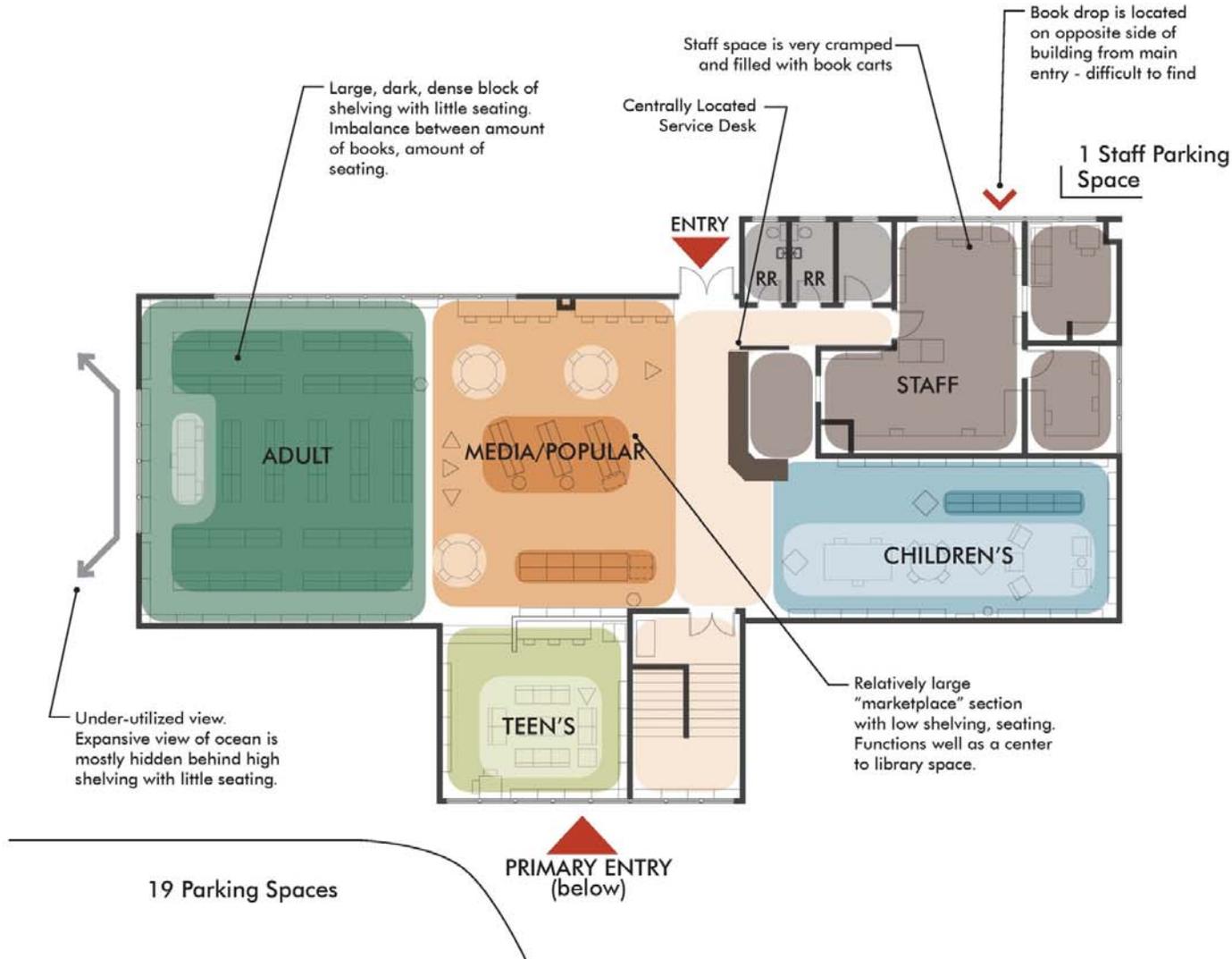
STORAGE

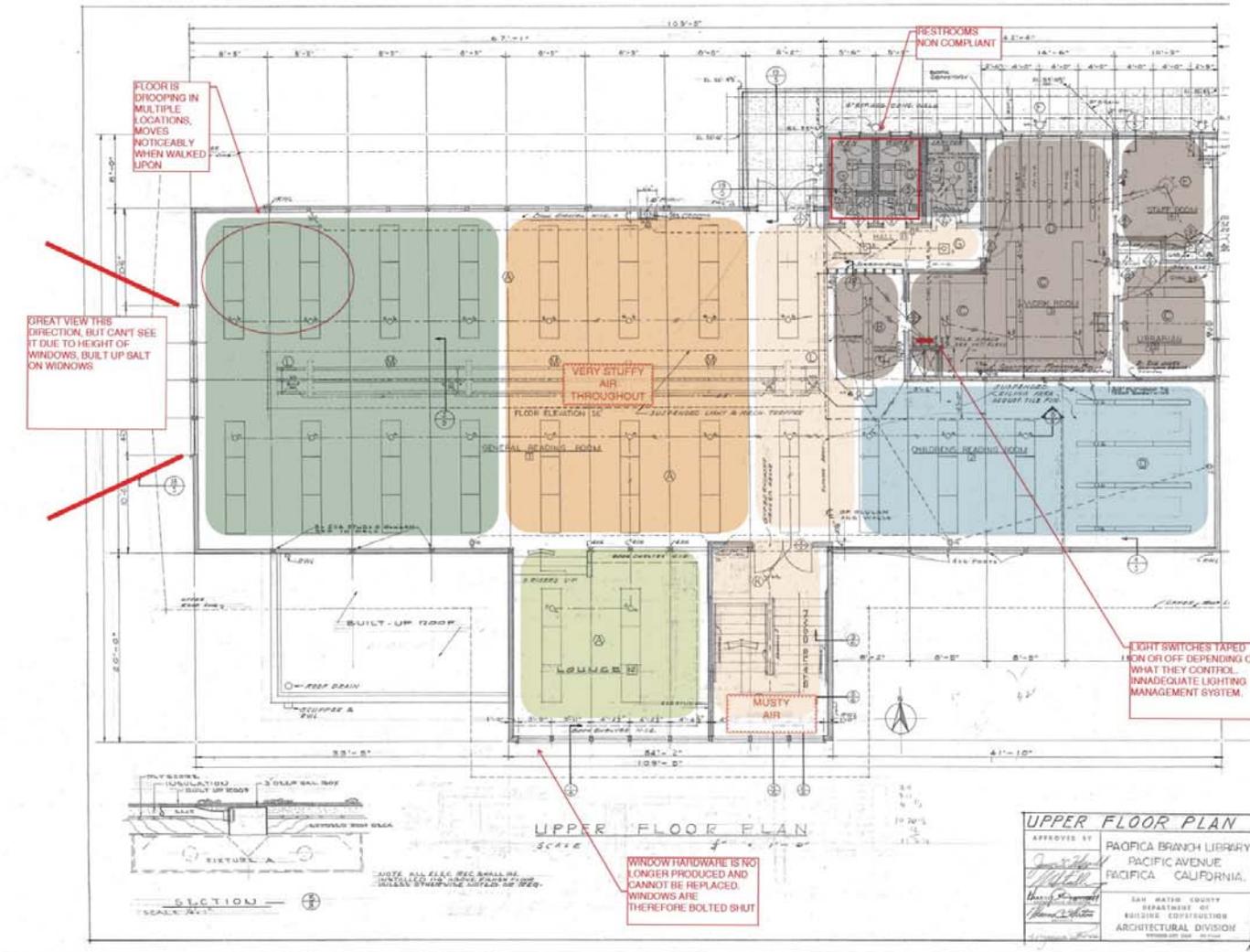


PROGRAM ROOM



12/1/14





## UPPER LEVEL PHYSICAL DEFICIENCIES

- Extensive salt/humidity damage
- Old, discontinued hardware
- Insufficient air circulation
- General wear & tear
- General ADA non-compliance due to sizes of rooms, hallways, doors, etc.
- Uneven floor

MEDIA/  
POPULAR

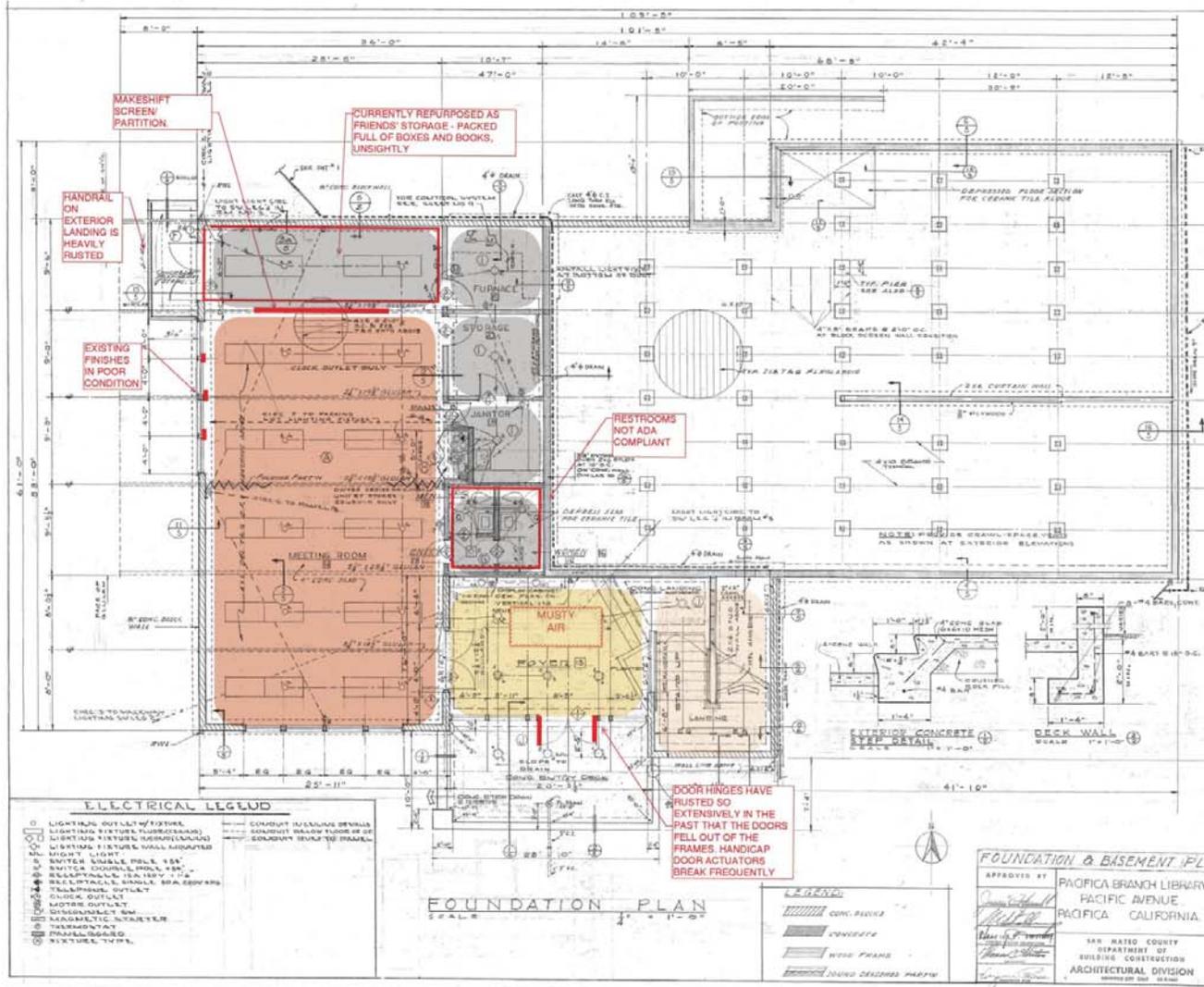
STAFF

CHILDREN'S

ADULT

TEEN'S

12/1/14



## LOWER LEVEL PHYSICAL DEFICIENCIES

- Extensive salt/humidity damage
- Old, discontinued hardware
- Insufficient air circulation
- General wear & tear
- General ADA non-compliance due to sizes of rooms, hallways, doors, etc.

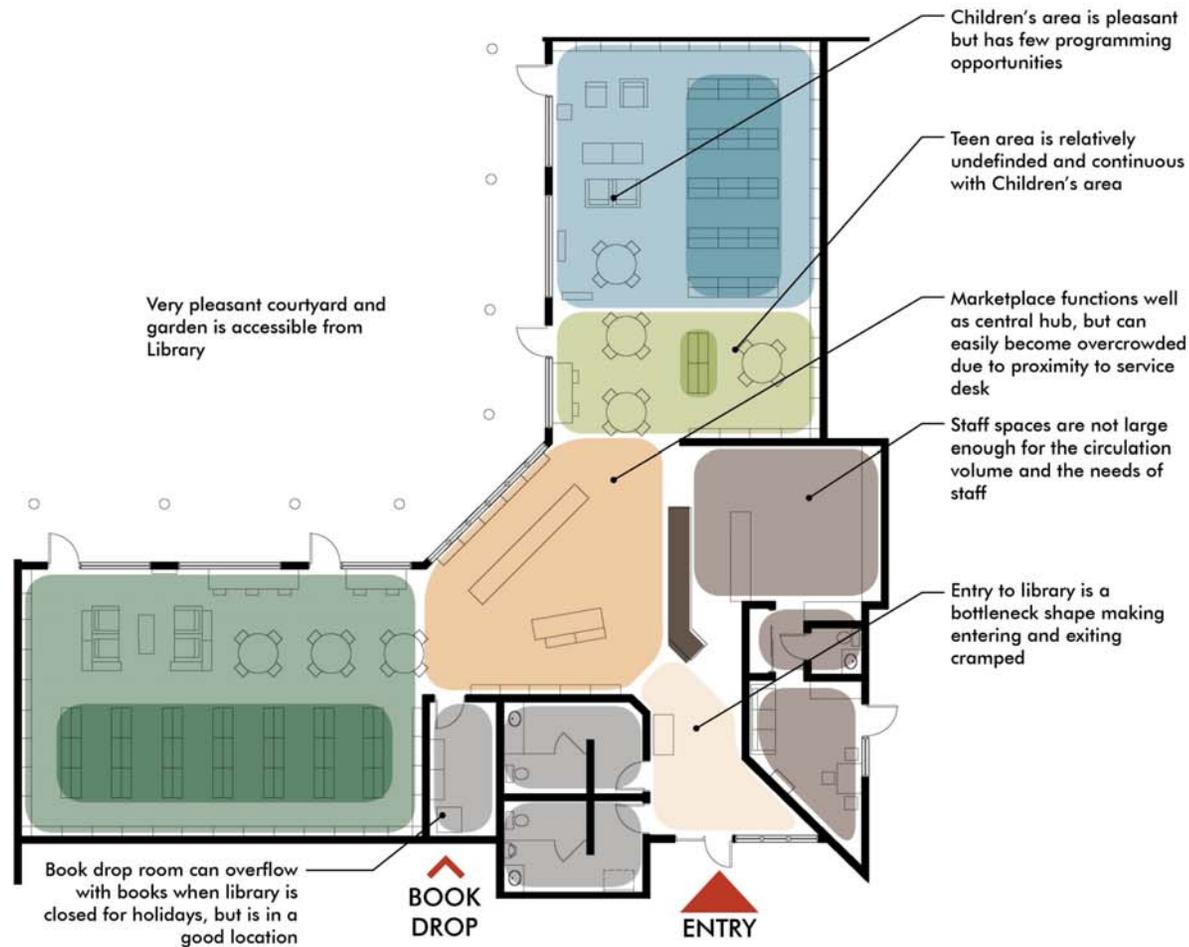
FRIENDS' SALES

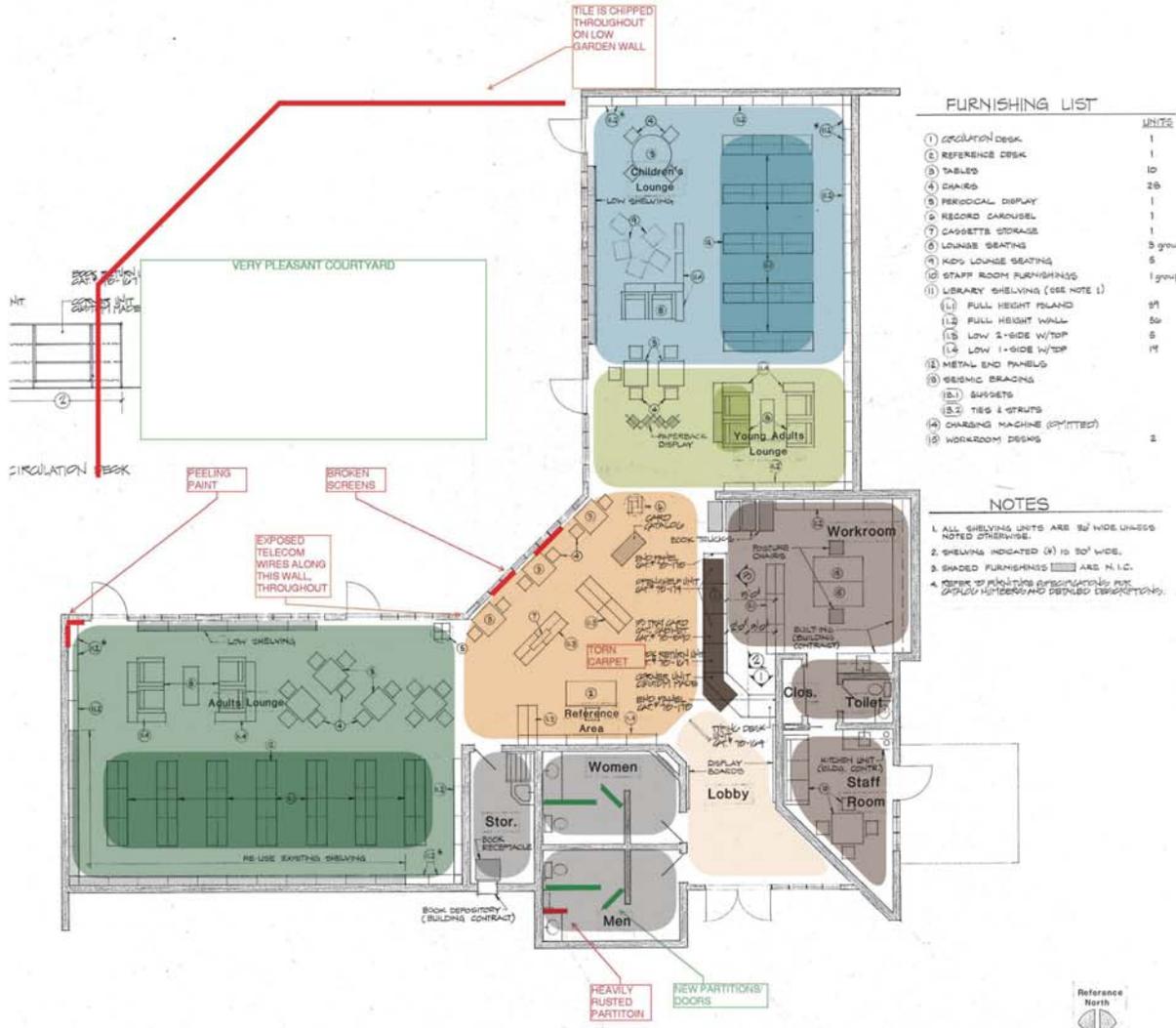
ENTRY VESTIBULE

STORAGE

PROGRAM ROOM

12/1/14





## SANCHEZ LIBRARY PHYSICAL DEFICIENCIES

- Relatively limited physical deficiencies in building
- General wear & tear to finishes
- Modernized telecom systems are not well integrated into building - there are many visible wires
- Damaged window screens
- General ADA non-compliance - some areas could be upgraded

MEDIA/  
POPULAR

STAFF

CHILDREN'S

ADULT

TEEN'S