



Sacramento Public Library Authority

March 26, 2015

Agenda Item 7.0: Facility Master Plan Update 2014

TO: Sacramento Public Library Authority Board

FROM: Lois Casement Ross, Capital Projects Manager

RE: Facility Master Plan Update 2014

RECOMMENDED ACTION(S):

None. Information only.

REASON FOR RECOMMENDATION

At its meeting on March 22, 2007, the Sacramento Public Library Authority Board adopted Resolution 07-19, approving the Sacramento Public Library Authority Facility Master Plan 2007-2025. All of the jurisdictions served by the Authority also adopted or endorsed the plan. The adoption of the plan was the culmination of a two-year process that engaged the Authority Board; the City and County of Sacramento; the cities of Citrus Heights, Elk Grove, Galt, Isleton and Rancho Cordova; and the communities served by Sacramento Public Library. Participants were asked to determine what types of facilities would be needed to meet the library service needs throughout the next 20 years. That initial plan included an annual update and renewal process.

To remain a useful tool, the Facility Master Plan (FMP) must not only be referenced when library facility decisions are to be made, but it must be evaluated, renewed and refreshed as conditions change.

The Master Plan update and renewal process included in the plan states that the annual update will include:

- Discussions with the Authority's member jurisdictions regarding planning and development status in their jurisdictions and spheres of influence; and
- Discussions with the Authority Board regarding status of implementation of the plan and any changes recommended.

This report constitutes the eighth annual review of the Facility Master Plan. Library staff is engaged in meeting and working with elected officials, staff and community members on a continuing and regular basis to review planning for new facilities.

INFORMATION

Implementation of the Sacramento Public Library Authority's Facility Master Plan 2007-2025, Facilities Development Plan, Phase 1 2007 – 2015, continued this past year with the:

- Orangevale Library Teen Space Refresh – November 2013
- Elk Grove Library magazine slatwall – February 2014
- Fair Oaks Library Teen Space makeover, magazine slatwall, entry and Community Room refresh – February 2014
- Rancho Cordova Library lobby refresh – March 2014
- Southgate Library magazine slatwall and laptop counter – April 2014



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- Carmichael Library magazine slatwall – May 2014
- North Highlands-Antelope Library magazine slatwall– May 2014
- Arcade Library Design Spot – August 2014
- Arden-Dimick Library magazine slatwall – September 2014
- South Natomas Library Reader Lounge – November 2014
- McClatchy Library storage closet makeover – December 2014
- Deferred furniture, fixture and equipment maintenance refurbishment of reader and lounge seating at Martin Luther King, Jr. and Southgate libraries – 2014

In alignment with the *Facility Master Plan Recommendations, December 2013*, Sacramento County set aside \$750,000 in its Capital Improvement Program budget to begin the conceptual design phase for a new 15,000-square-foot Orangevale Library. Library staff is in the process of defining and identifying library services for the new facility. County staff is contracting for architectural services to begin conceptual design documents. The Library will work with the county and the Authority Board to find ways to finance construction and pay for ongoing operations.

In September 2013, the county of Sacramento adopted a Countywide Library Facilities Impact Fee for all residential building permits within the Urban Service Boundary of the county borders. Library staff currently is working with the City of Sacramento planning staff on a Citywide Development Impact Fee Program project. If established, this could be a crucial source of funding to build or expand branches when and where the need arises.

Library staff updated the Facility Master Plan Recommendations Proposed Improvements chart based on the October 2012 Sacramento Area Council of Governments (SACOG) Sacramento County Libraries and Library Service Areas population updates and projections. Library service areas were analyzed in relationship to projected population increases in specific library service areas, overlapping service areas for existing facilities after opening of new facilities, and siting of future facilities to serve the new growth areas.

Library staff has met with Sacramento County Planning staff for preliminary planning purposes for the Wild Hawk, Cordova Hills and Natomas Vision developments.

Between February and May 2014, Library staff participated in an Efficiencies Assessment. A system-wide observation and random “counts” of visitors, public-service activities and programs, and staff work-area activities were recorded. The data provided a robust picture of how each library contributes to overall service delivery and overall library operations. Additionally, observations of facility functions and opportunities for building improvements were recorded for each location. A list of facility priorities was compiled and organized into categories: maintenance/refurbishment; safety requests; grant-driven; and long-term facility needs. Many improvements have been completed during FY 2014-15.

FUTURE BOARD ACTIONS

As the Authority’s member jurisdictions proceed with facility plans, the Authority Board may request that those jurisdictions take actions that are consistent with the Facility Master Plan. As noted below



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under Policy Issues, the Authority Board will annually consider proposals for new libraries and expansions of existing libraries.

In addition, as new or expanded facilities are opened, the Authority Board will need to take action to provide sufficient operating funds for such facilities.

FISCAL IMPACT

While there is no direct fiscal impact as a result of the Facility Master Plan update, the resulting actions of the member jurisdictions in planning and constructing new facilities will have a fiscal impact on the Authority to provide funding for additional and enhanced operating costs for such facilities.

POLICY ISSUES

The Sacramento Public Library Authority Joint Powers Agreement, Section 13 states:

ADDITIONAL AND EXPANDED LIBRARIES

The Governing Board shall approve planning for, and operation of, new libraries and expansions of existing libraries. The Governing Board shall annually consider proposals for new libraries and expansions of existing libraries. The Governing Board shall measure and compare existing library square footage per capita, population growth, service demand factors, existing facilities, growth in property tax revenues, the status of other future library capital development proposals, and other appropriate factors for the library service areas of the proposed new and expanded facilities. The Governing Board shall base its decision whether to approve new libraries or expansions of existing libraries on these measurements and other factors related to availability of capital and operating funds for the proposed new libraries and expanded libraries.

Operations at new libraries will be funded at the same level of Base Services as at similar existing libraries.

ATTACHMENT(S):

Attachment A: Sacramento Public Library Authority 2014 Annual Facility Master Plan Update

Attachment B: Facility Master Plan Update Recommendations