

## HOW THIS PLAN WILL BE USED

**This Facility Master Plan serves as the basis for all new and improved Sacramento Public Library facilities over the next 20 years.**

It helps ensure that Sacramento Public Library facilities can support basic system-wide library service needs during that time. The Facility Master Plan will be implemented in various phases in each community as dictated by needs and capabilities. It will also be the basis for ongoing fiscal and land-use planning for the development and operation of library facilities throughout the entire service area.

The Plan will guide the development and implementation of land acquisition planning for library facilities – a function stated several times in previous sections that must begin early to ensure site locations are available when the more detailed facility planning begins in each community. In an area developing as fast as the Sacramento region, it's critical to identify adequate library sites – and in many cases, identify sites before development overtakes all appropriate options. Used in conjunction with local land-use planning efforts, this tool gives the Authority the needed information to identify and evaluate potential library sites while options are still available.

As part of local land-use planning, this document also provides the basis for assigning realistic developer or other fees to support this essential community service as areas –both in cities and in the unincorporated portions of the county – expand and develop.

The Facility Master Plan also provides the basis for the necessary financial planning to obtain resources required to provide service levels identified as necessary for Library customers. The plan's facility and cost models and analysis of potential fiscal options provide the tools for development of a comprehensive, system-wide capital improvement plan which can be further refined and provide details for each local service community area.

Finally, the Facility Master Plan will play an important role in instigating discussions with leaders and community members to move this process from a generalized system-wide planning level down to each community. The Plan supports the future community development building program phase in each community area. The building program phase implements this system-wide plan by customizing the Plan's basic service facility designs to each unique community through local, community-based needs assessments to refine which services, at what levels and what proportion of the facility are appropriate to the community. Then, the individual facility's plan of service, building program, conceptual design schematics, and other technical, architectural and construction documents are developed from this basic facility's skeleton for implementation in and for that community.

## **MASTER PLAN UPDATE AND RENEWAL PROCESS**

To remain a useful tool for the Library, Authority Board and the cities and County that the Facility Master Plan serves, the Plan must not only be referenced when library facility decisions are to be made, but it must be evaluated, renewed and refreshed as conditions change, including a formal and regular update process.

The update process must include review of and integration with the General Plan update and renewal processes for the Sacramento County and the various cities served by the Library. Without a continuing interaction with jurisdictional planning efforts, this plan will soon become irrelevant and lose its ability to provide guidance for major library facility decisions throughout the service area.

The process necessary to maintain the relevance and value of the Facility Master Plan will need to include the following:

- At least a biennial review of demographic, societal, business, and library trends and projections affecting library services and facilities
- At least a biennial system-wide assessment of changes in the service needs of the Library's customers
- At least annual discussions with the cities and the County regarding planning and development status in their jurisdictions and spheres of influence
- At least biennial review and revisions of the cost estimates made in this Facility Master Plan and subsequent funding documents
- At least annual discussions with the Authority Board regarding status of implementation of the plan and any changes recommended

The Deputy Director - Administrative Services will lead the update and renewal process and provide a report on the results of that process.