

Advisory Committee Meeting 3 Summary

September 16, 2022

Meeting Details

September 16th | 1:00 – 3:00 pm | Zoom

Objectives

The objectives of this Advisory Committee meeting were to:

- Share a high-level summary on the community engagement
- Share the approach to calculating library space needs and cost
- Share additional context on the City of Lakewood considerations
- Gain feedback on the summary of space needs and an identification of options to evaluate

Attendance

Advisory Committee in Attendance

Sherwanda Beck-Atkinson
Amelia Escobedo
Bob Estrada
Lianna Olds
Darwin Peters II
Ginny Rawlings
Timothy Rhee
Chelsey Tschosik
Bob Warfield

Not in Attendance

David Anderson
Josette Parker
Ron Irwin

City of Lakewood

John Caulfield, City Manager
Becky Newton, Economic Development Manager
Mary Dodsworth, Parks and Recreation Director
Elizabeth Scheid, Senior Activity Center
Recreation Coordinator

Pierce County Library System (PCLS)

Mary Getchell, Marketing and Communications
Director
Clifford Jo, Finance and Business Director

Consultants

Brian Murphy, BERK Consulting
Michelle Ellsworth, BERK Consulting
Katherine Goetz, BERK Consulting

Agenda

- **Item 1: Meeting Agenda and Updates**
- **Item 2: Survey and Engagement Summary**
- **Item 3: Approach to Calculating Space Needs and Cost**
- **Item 4: Library Planning Considerations**
- **Item 5: City of Lakewood Considerations**
- **Item 6: Summary of Space Needs and Identification of Options to Evaluate**
- **Item 7: Next Steps**

Discussion Summary

Following each presentation summary below are bulleted comments and questions from Committee members. Where applicable, responses to each question are included in italics.

The [presentation](#) from this meeting can be found on the [project website](#) under "Project Documents."

Item 1: Meeting Agenda and Updates

Downtown Library Update and Website Updates

Pierce County Library System (PCLS) Marketing and Communications Director Mary Getchell provided an update on the interim location for the Lakewood Library. The Library System is still negotiating the lease for a space. Mary will provide more information as the lease is signed. She also highlighted that contractors are installing tarps on the lower roof of the Lakewood Library as a protective measure to the failing roof.

Following up on Committee feedback, the Library System updated the website to improve navigation to the Committee documents. Improvements include a direct link to the Lakewood Library webpage from the "Locations" dropdown menu and a "Lakewood Library" tile to the Library System homepage.

Follow-up to Previous Meeting Action Items

Michelle Ellsworth from BERK Consulting confirmed the date and time of the Tillicum Library tour. It will be on Friday, September 30 from 2:00-3:00pm. She will send final details the week of September 26.

She shared high-level findings of community characteristics served by the Lakewood Downtown and Tillicum libraries, which can be found in further detail in the [Community Characteristics document](#). To note, these libraries also serve the larger Lakewood community and region.

Specific details on these items are included in the [presentation slide deck](#).

Item 2: Survey and Engagement Summary

Michelle provided a high-level summary of key findings from community engagement conducted this summer. The highlights can be found in the [presentation deck](#). BERK will provide the full engagement report prior to the Committee meeting on October 4th.

Comments / Questions:

- Committee members shared thoughts on the survey respondents who expressed preference for the existing Lakewood Downtown site via the open-ended comments. A committee member shared that open-ended survey responses might change if presented with feasible, viable alternatives.
 - *Response:* The open-ended response of the survey heard interest among some community members in support of the current site. Some may like it because of its convenient location while others may be attached to the current building. With other potential sites not known to the public, the summary of the open-ended responses is inconclusive.
- Some community members consider the Lakewood Downtown Library to be a beloved building. If an alternative site is selected, please include information on the future of the Lakewood Downtown Library building.
 - *Response:* In the next meeting, cost estimates related to the building evaluation will be shared. This will provide some context for the potential future use of the building, but PCLS would not be able to influence future use of the building or site if it sells the property.

Discussion: Extending Committee Meetings to Allow Time for Public Comment

Brian shared an update on public comments, noting that the project email had not received any public comments since August 19th. The Committee then discussed if they would like to extend meetings by 30 minutes to hear public comments, along with receiving a summary of email input.

Discussion Summary

- Six committee members supported extending the meeting to allow time for public comment.
- Two committee members voiced that it may create a limitation in participation due to other commitments.
- Many committee members shared strong support to still receive public comments via email.

Ultimately, Committee members agreed to extend the meeting to provide time for public comment. Emails to the project email (Lakewoodcac@pcls.us) are also encouraged, as these emails are read and studied by the Committee.

Item 3: Approach to Calculating Space Needs and Cost

Katherine Goetz from BERK Consulting shared the overall approach to calculating library space needs and costs, which can be found in the [presentation deck](#). She also highlighted the Library Downtown-related costs and Senior Community Center-related costs, should the Committee choose to co-locate the Senior Community Center with the Lakewood Downtown Library. If so, the City and PCLS would work out an interlocal agreement.

Item 4: Library Planning Considerations

Clifford Jo from Pierce County Library System presented on planning and cost considerations for the Library System, which can be found in the [presentation deck](#). It includes the benefits of a countywide system and how the Library System receives funding, high-level information on capital and operating costs especially with considerations for a second floor, and the population served within a 10-minute drive time. He then shared models of library space needs, with ranges from low to high.

Comments / Questions:

- Committee members inquired about how adding a second story would affect costs and efficiency in the current Lakewood Downtown building. A committee member suggested using the first floor to accommodate parking. Another committee member suggested training volunteers to fill in as staff.
 - *Response:* Adding a second floor is a design consideration that affects capital and operating costs, such as the staffing cost. While volunteers and Friends of the Library have been used in the past to complement staff, they cannot all do the same jobs as the library staff.
- Given contemporary library needs, would the Library decrease the number of computers?
 - *Response:* Having computers in the library is important, as there are users that need access. However, space assumptions and needs from the 1990s and 2000s have changed. The Library System would determine the right number of computers to have in its library spaces.
- How do parking and site access at the library relate to its current location?
 - *Response:* Parking at the current Lakewood Downtown location has been seen as inadequate, impacting street parking. The Library System looks to the community and the Committee to help determine parking needs.

Item 5: City of Lakewood Considerations

John Caulfield, City Manager with the City of Lakewood, presented on the City's interest in library and senior community center services, which can be found in the [presentation deck](#). The City is an active participant in the Library System's planning process. The City's long-range plans reflect the Library System Facilities Master Plan's goal to relocate and expand both the Lakewood Downtown and Tillicum Library buildings.

Mary Dodsworth, Parks and Recreation Director with the City of Lakewood, presented on how the City provides senior services and the Center's multi-use space needs. She described the benefits of co-location of the Library and Senior Community Center. Co-location examples include [City of South Burlington Vermont](#) and [St. Mary's County](#).

Comments / Questions:

- Why is the Senior Community Center seeking partnership with the Library versus a community center?
 - *Response:* Because the Senior Community Center does traditional and non-traditional programming with schools, the City is seeking similar space for these programs, such as at the library.

- Would co-location eliminate the current library site as an option?
 - *Response:* Co-location might exceed the current site capacity or require two floors, which is more costly. This is an option for the Committee to evaluate and compare in future meetings.
- Will the construction costs for the Senior Community Center be shared with the City?
 - *Response:* If the Senior Community Center and Library are co-located, the City and Library System would create an interlocal agreement related to cost sharing for shared spaces. The City would cover the costs of the Senior Community Center.

Item 6: Summary of Space Needs and Identification of Options to Evaluate

Katherine presented a low, medium, and high range of space needs for both the Lakewood Downtown and Tillicum libraries. It included the estimated square footage for the library, the space needs of the Senior Community Center, and the estimated parking spaces needed. Specific details can be found in the [presentation deck](#).

Discussion

Brian facilitated a discussion with the Advisory Committee to identify the specific options and questions to evaluate in the next meeting. He reviewed updates to the Evaluative Framework per suggestions from the Committee. Below are the questions and feedback that the Committee provided.

Comments / Questions:

- A committee member requested future flexibility be added to the Evaluative Framework.
- Committee members shared thoughts on library site priorities, including transit accessibility and sites for purchase versus leasing. A committee member requested an inventory of available potential sites irrespective of cost.
- Two committee members would like to consider purchasing property from St. Mary's Episcopal Church to expand the current Lakewood Downtown site.
 - *Response:* The Library System will follow up on estimating the property value through a broker opinion of value, given that the constrained space at the existing site is a concern.
- Could the interim Lakewood Downtown library location become a permanent option?
 - *Response:* When negotiations are finalized, the Library System will share more details on the interim location to determine if this is a viable option.
- How large of a facility can be built at the site purchased in Tillicum? Could the Tillicum Library expand to free up space at the Lakewood Downtown location?
 - *Response:* The property is 1.25 acres, so it can accommodate approximately a 10,000-15,000 sq. ft. facility. A larger Tillicum Library will be added as an option to evaluate.

Summary

Committee members agreed to look at the following options in meeting 4:

- Lakewood Downtown [consider with and without a co-located Senior Community Center]
 - Substantially renovate the existing building.
 - Completely rebuild on the existing site.
 - Build at another location: Seeley Lake or other.
 - Locate a library in the Towne Center, which may imply leasing.
- Tillicum [consider at various sizes, including a larger building to free up space Downtown]
 - Renovate the existing building.
 - Build on the City-owned parcel.
 - Purchase property elsewhere and build a new library.

Item 7: Next Steps

Brian shared next steps to expect in meeting 4, including the cost analysis and staff input on the Evaluative Framework for the options selected. The next meeting will be on October 4, starting at 11:30am. The meeting link for the public is <https://us06web.zoom.us/j/84400013158>.

At meeting 5 on October 26, the Committee will finalize recommendations and select two representatives to present findings at the Joint Library Board of Trustees and Lakewood City Council meeting on Thursday, November 17.

The meeting ended at approximately 3:05pm.