



Mesa County Libraries
BOARD
 OF **TRUSTEES**
 . C O M M I T T E E M E E T I N G .

East Valley Project Steering Committee MINUTES

Date and Time: Tuesday, December 10, 2019 – 11:30 a.m.

Location: Central Library, 443 N. 6th St., Grand Junction, CO – Administration Conference Room

#	Agenda Item
1	<p>Opening</p> <ul style="list-style-type: none"> • <i>Call to Order and Roll Call:</i> <ul style="list-style-type: none"> ○ Committee Chair Blanchard called the meeting to order at 11:30 a.m. ○ BOARD PRESENT: Barry Blanchard, Cindy Cyphers, Dean DiDario, Chris Mahre ○ STAFF PRESENT: Michelle Boisvenue-Fox, Shawn Cwalinski, Karen Kllanxhja, Bob Kretschman, Stacey Smith, Blair Wade, Shana Wade, Wynell Webster ○ GUESTS PRESENT: Sarah Johnson of Mesa County Public Health, Jane Foster of MCL Foundation (MCLF) • <i>Review of Agenda:</i> The agenda was accepted as presented.
2	<p>Background on Community Conversations</p> <ul style="list-style-type: none"> • <i>Garfield County Libraries (GCL):</i> Boisvenue-Fox spoke with administrators at GCL about their experiences sharing space at Morgridge Commons in Glenwood Springs with Colorado Mountain College (CMC). They described several challenges encountered with use of public spaces, access, security, communication, and understanding of library operations. The shared space is directed by a board composed of two CMC representatives, two GCL representatives, and a business owner. • <i>Mesa County Child Care 8000 (MCCC8K):</i> Boisvenue-Fox communicated with Jeff Kuhr of Mesa County Public Health and consultant Roxane White regarding MCCC8K. The project aims to increase child care availability in Mesa County by supporting providers with provision of administrative services by Mesa County Public Health. MCCC8K is planning several pilot sites, and they are interested in including MCL. Square footage requirements range from 1,000-3,000 square feet depending on the number of children served (30-70), with an additional 1,600 square feet of playground. Child care providers pay for ongoing expenses and upkeep. MCL square footage and budget would be separate from a possible child care center’s square footage and budget, which would be operated by appropriate professionals. • <i>Executives Partnering to Invest in Children (EPIC):</i> Kllanxhja and Boisvenue-Fox learned that EPIC could help MCL find funding for a possible Department of Local Affairs (DOLA) match. They can connect MCL with local donor possibilities in industries in which they have business members. EPIC has not previously funded capital projects. • <i>Mesa County Workforce Center (MCWC):</i> Boisvenue-Fox investigated the Workforce Center’s child care drop-in center. Curtis Englehart shared that they contract with Hilltop to offer child care for those using MCWC services. MCWC’s child care has no age limit in order to accommodate special needs, and they serve about 235 children per month. MCL could consider a similar model to support its ELL and high school equivalency students during their classes.

	<ul style="list-style-type: none"> • <i>Committee Discussion Highlights Regarding the Community Conversations:</i> <ul style="list-style-type: none"> ○ A decision on partnership with MCCC8K would need to be determined soon in order to factor it into new Clifton Branch plans. A provider would operate a child care center separately from the library. ○ Risks of building a specialized space that could end up being used differently were noted. ○ Trustees tasked Boisvenue-Fox with determining the specifics of working with one of these partners, including expected operating cost considerations.
3	<p>East Valley Branch Square Footage Discussion (for property located at 3180 F Road)</p> <ul style="list-style-type: none"> • <i>Needs Assessment:</i> Boisvenue-Fox noted that the population numbers included in Jamie LaRue’s needs assessment report are for the Clifton and Fruitvale areas and not the areas encompassed by zip codes 81520 and 81504. Thus, the population served would range somewhere between 28,000-42,000, plus others that may choose to use the Clifton Branch from outside those areas. LaRue’s recommendation was to construct a branch of at least 20,000 square feet with a target of 25,000. • <i>Preferred Square Footage Discussion:</i> Meeting attendees weighed the potential benefits and drawbacks of various square footage targets ranging from 15,000 to 25,000. Discussion addressed local economic history, population growth, and building and land use considerations. <ul style="list-style-type: none"> ○ <u>15,000 Square Feet:</u> It was noted that this size could be easily afforded with MCL capital projects funds plus some MCLF fundraising, but it would be less than the minimum size recommended by LaRue and would not easily permit future growth. If this size was selected, Blanchard recommended a phased construction approach involving near-future expansions. ○ <u>20,000 Square Feet:</u> Increasing size also compounds fundraising, building, and operating budgetary considerations. It was agreed that the size must be kept within a range that is reasonable to construct with MCLF fundraising and to operate with expected tax revenue. Trustees agreed that they do not want to have to bring a ballot measure before the voters. The larger size led to discussion about flexible space use. ○ <u>25,000 Square Feet:</u> Building a library of this size raised many concerns about operating costs with future unknown revenue figures. There was some discussion about the possibility of temporarily leaving some of the library as “shell space” and/or renting space to partners. • <i>Other Considerations Affecting Square Footage:</i> The possibility of moving part or all of Literacy Services to the new branch was discussed. Johnson said that it is important to consider existing amenities in the area. The property could become a congregating spot for the Clifton area, which has no Main Street. Chris Endreson of UC Denver’s University Technical Assistance Program had noted to Boisvenue-Fox that architects prefer to work within a square footage range. Separating the library square footage from child care square footage in plans will be crucial for fundraising. • <i>Budget Estimates:</i> Kllanxhja distributed a document with tentative MCLF fundraising ranges for the Clifton Branch project, totaling \$3 million. Additional funding possibilities were discussed. B. Wade developed projected library district funding estimates based upon historical trends and anticipates the building cost for a 20,000-square-foot building to be about \$7.5 million at a per-square-foot cost of \$375 (including furniture, fixtures, and equipment). • <i>Square Footage Recommendation:</i> After extensive discussion, committee members agreed to recommend 20,000 square feet as a benchmark figure, possibly to include partial occupancy by partners such as child care and/or education. This would include at least 15,000 square feet for library use, which Webster agreed would be sufficient for library operations. Blanchard wants to ensure that this size of building could be done with current means and fundraising possibilities.
4	<p>Project Timeline Feedback</p> <ul style="list-style-type: none"> • Blanchard described LaRue’s recommended three-year timeline that was developed through Boisvenue-Fox, including potential DOLA funding and partner considerations. The draft timeline denotes a March 2022 groundbreaking—a year later than originally discussed. • Trustees and staff agreed that the proposed timeline is reasonable and may be shared with potential partners. Kretschman will post a simplified timeline for the public on the website.

5	<p>Agreement Recommendation for UC Denver Colorado Center for Community Development University Technical Assistance Program (UTA)</p> <ul style="list-style-type: none"> • Blanchard reviewed UTA concept design services, which would have an anticipated cost of \$10,000 to be paid entirely upon completion of the project. • Committee members agreed that UTA involvement can save money and cultivate good public relations. The committee consensus was to recommend UTA services for board approval.
6	<p>Owners Representative Communication</p> <ul style="list-style-type: none"> • B. Wade will contact the four bidders for owner’s representative to update them on the tentative project timeline. • A new request for proposal for owner’s representative may be issued in winter 2020.
7	<p>Adjournment</p> <ul style="list-style-type: none"> • Cyphers moved to rename the committee to the Clifton Branch Steering Committee since the branch name had been determined; Mahre seconded. Motion carried. • Meeting was adjourned at 1:04 p.m.

Minutes submitted by Stacey Smith, MCL Executive Assistant.