



Council Agenda Report

From: Angelica Fortin, City Librarian
Subject: Adoption of the Library Facilities Master Plan
Date: March 6, 2018

Facts

1. On May 13, 1995, the Paso Robles City Library began serving the public in the newly constructed Library/City Hall building at 1000 Spring Street with a plan to relocate City Hall and expand the City Library to both floors by 2010.
2. Economic restraints during the Great Recession dictated that the City Hall relocation and Library expansion be postponed indefinitely.
3. On May 16, 2017, City Council formally adopted a 5-year Paso Robles City Library Strategic Plan that called for the development of a Library Facilities Master Plan using a professional consultant and incorporating community input.
4. On June 20, 2017, City Council authorized the City to enter into agreement with Ravatt, Albrecht & Associates for the development of a Library Facilities Master Plan, funded by City Development Impact Fees.
5. On October 23, 2017, a community-wide focus group convened to offer ideas and prioritize concerns regarding current and future facility needs for the Paso Robles City Library.
6. Staff from Ravatt, Albrecht & Associates considered three options for meeting City Library facility needs from the present through planned population build out of 44,000:
 - a. Relocate City Hall, enabling the City Library to inhabit the entire 2-story building at 1000 Spring Street – the City’s original Library facilities plan.
 - b. Renovate upper and lower floors of the current Library/City Hall building enabling continued facility sharing between the City Library and City Hall staff.
 - c. Maintain the status quo of the Library/City Hall building and develop a branch library in a different location.
7. After evaluating input from the community focus group, analyzing library facilities research, and incorporating national library trend data, Ravatt, Albrecht and Associates found Option b—Renovate upper and lower floors of the Library/City Hall building to enable continued facility sharing between the City Library and City Hall staff—to be the most feasible, cost-effective, and preferred means of addressing library facility needs now and into the future.
9. On January 29, 2018, the Library Facilities Master Plan was presented to the community at a special meeting of the Library Board of Trustees and was officially endorsed by a 4-0 vote of Library Board members.

Options

1. Take no action.
2. Adopt the Library Facilities Master Plan.
3. Direct staff to pursue a different approach.

Analysis and Conclusions

The Library/City Hall building at 1000 Spring Street was completed in 1995 with the understanding that City Hall would relocate by 2010, enabling the Library to inhabit both floors. A variety of economic

restraints as well as the recently adopted Library Strategic Plan prompted a reexamination of the most feasible means of addressing Library facility needs, now and through population build out of 44,000.

Three options were considered with regards to expanding services:

a. Take over the second floor as originally planned; relocate City Hall

Pros:

- Allows the Library to develop as originally intended.
- Provides maximum space for collections, programs, and public seating

Cons:

- Displaces City Hall services and likely moves City Hall away from the Park.
- Creates an additional project, as well as the additional costs and logistics associated with that undertaking.
- Increases total square footage of City facilities and City land footprint.
- Increases the costs of operations/maintenance and replacement of City facilities.
- Highest cost scenario and most complicated logistically.

b. Renovate and expand the existing building to allow continued sharing by the Library and City Hall

Pros:

- Constructed in 1995 the building is relatively new and is only at the beginning of its life cycle.
- The building structure can accommodate remodeling and expansion relatively easily.
- The building's systems can adapt for growth.
- The public appreciates the central location of both the City Hall and Library and is acquainted with the building.
- The Library and City Hall have become an establishment for service in a beautiful setting.
- This option would have the least impact to staffing requirements and maintenance.
- This concept reinforces the idea that the Library/City Hall building is the beacon of democracy in downtown Paso Robles.

Cons:

- May require significant planning for alternative access to Library and City Hall services during construction.

c. Relocate or expand some Library services to a branch location

Pros:

- May provide more convenient access to Library services for users located within close proximity to the new location.

Cons:

- Cost of attaining a piece of property and constructing a new building is high. Cost of land and new construction in California is in a high cycle at this time.
- Significantly increases staffing requirements and operations/maintenance costs.
- Moving into an existing building would require potential leasing, remodeling, and adapting to the space and is cost prohibitive compared to remodeling the existing facility.
- Cost of the logistics of moving the library is an added expense.
- Would not serve the users' best interest, as it would break up collections and services to multiple locations that would be an inconvenience to the public.

Using this information, it was determined that Option b, the partial expansion of the existing Library facilities is the most viable option with the least cost and highest benefit to the public. Key features of an expansion include:

- Twenty percent increase in Library square footage to accommodate growing population.
- Addition of quiet study spaces and four group study rooms.
- Increased programming space that minimizes Library impact on the Council Chamber.
- Response to the need for positive Teen Spaces within the community.
- Reorganization of existing space to better accommodate a variety of users, collections, and safe workspaces.
- Maintenance of the architectural integrity of the facility while making better use of underutilized space.

Care will also be undertaken to ensure the upgraded Library maintains and enhances the themes and special features that have made the existing Library so popular for the last 23 years. These include the high levels of patron service, volunteer contributions, aquarium, rich wood accents, views of City Park, etc.

Equal thought and attention still needs to be invested on the City Hall space to ensure that it will continue to serve the community well for the long term. As the Council is approving only a concept plan, that can easily be accomplished going forward.

Fiscal Impact

Estimated cost to implement the full plan is between \$3.4 and \$4.5 million. The 2014 Development Impact Fee Justification Study budgeted \$4.2 million for Library expansion and \$14.2 million to relocate City Hall. Adoption of the plan will thereby significantly reduce long-term capital costs to the City. In addition, although additional Library staffing may be necessary to cover the additional square footage, the full complement of additional staffing that would be necessary if the Library were to expand to include the entire second floor will not be required.

Recommendation

Adopt the Library Facilities Master Plan and direct the City Manager to return during the budget development process with an action plan for full implementation of the Plan.

Attachments

1. City of Paso Robles: Library Facilities Assessment Report - [Click Here for Attachment](#)

Please Refer to Attachment Document:

**Agenda Item No. 13 –
City of Paso Robles – Library Facilities Master Plan**

<http://www.prcity.com/government/departments/library/pdf/Library-Facilities-Mstr-Plan.pdf>

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