

**CITY OF MANHATTAN BEACH  
MINUTES OF THE LIBRARY COMMISSION**

October 13, 2011  
6:30 p.m.  
Manhattan Beach City Hall

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CONTENTS

	Page
11/1008.1 – Presentation and Status Report of the Manhattan Beach County Library Project (City of Manhattan Beach/Los Angeles County) .....	1

**ROLL CALL**

Present: Commissioners Adams, Rhees, Hook, Clemons, and Cooperman.

Absent: None.

Others Present: Mayor Pro Tem Wayne Powell, Councilmember David Lesser; Director of Public Works Jim Arndt, Director of Parks & Recreation Richard Gill, Recreation Services Manager Mark Leyman, Chief Deputy Los Angeles County Libraries Fred Hungerford, County of Los Angeles Public Works Project Manager Jason Kim, Library Consultant Linda Demmers; Architect Jim Favaro; Manhattan Beach Library Manager Don Gould and Recording Secretary Mary Kirchwehm.

**APPROVAL OF MINUTES**

The Minutes of the August 8, 2011 Library Commission meeting were approved as written.

**CEREMONIAL**

None.

**AUDIENCE PARTICIPATION**

None.

**GENERAL BUSINESS**

11/1008.1 – Presentation and Status Report of the Manhattan Beach County Library Project (City of Manhattan Beach/Los Angeles County)

Public Works Director Jim Arndt reported on the status of the Library project and introduced the Council Subcommittee, Councilmember David Lesser and Mayor Pro Tem Wayne Powell.

Councilmember Lesser thanked the County and Commission for their commitment to the Library project. Councilmember Powell reported that there will be a Community meeting on November 8, 2011 and that this is an ongoing and evolving project.

Director Arndt reported that while some aspects of the project have already been determined, there will be plenty of opportunity for public input on the following:

- Public Art: The Cultural Arts Commission will work with the County to determine the type of public art. There is approximately \$130,000 - \$140,000 available for public art.
- Exterior of Building: Use of materials and landscaping.
- Interim Services: The library will be closed for approximately two years. The budget for interim services is \$150,000.

Los Angeles County Public Works Project Manager Jason Kim presented the new library's project budget and the overall project schedule:

### Project Budget

<b>Budget Category</b>	<b>Proposed Budget</b>
Plans and Specifications	\$16,487,000
Plans and Specifications	1,200,000
Plan Check and Jurisdictional Review	79,000
Consultant Services	870,000
Furniture, Fixtures and Equipment	1,640,000
Miscellaneous Expenditures	115,000
County Services	2,180,000
<b>Total Project Budget</b>	<b>\$22,571,000</b>

### Project Timeline

<b>Month/Year</b>	
August 2011	Scoping Document Contract Awarded
November 2011	Schematic Design
January 2012	Prequalify Design Builders
July 2012	Project Scoping Documents
August 2012	Award Design Build Contract
November 2012	Library Move Out/Closure
December 2012 – January 2013	Library Demolition
January 2013	Jurisdictional Approvals
February 2013	Begin Construction
June 2014	Substantial Completion
December 2014	Library Opening

Commissioner Hook inquired about the change in the dollar amounts in some of the categories from what they received previously in the total project cost estimate. Mr. Kim reported that numbers are sometimes shifted around to meet the current needs of the

project. Director Arndt stated that there will be a lot more movement in the total project cost estimate as the design becomes more complete. He explained that the budget is being held to \$22.5 million dollars and that if there is a change, there will be a corresponding change to stay within budget.

Commissioner Cooperman reported that in December 2010, the Commission received a budget from the architects in the amount of \$16.9 million dollars, and he inquired why there is such a disparity with the current fixed figure of \$22.5 million dollars. Director Arndt reported that the figure in December 2010 was a very preliminary figure and that the current figure is a mature budget. He also reported that if there is any money remaining, it will stay with the library.

Library Consultant Linda Demmers reported that since 2000, the City's library usage has been steadily increasing. After doing some comparable studies, she expects attendance in the first year of opening the new library to be approximately 450,000. Ms. Demmers also reported on the operation and program aspect of the new library which included new features such as self-service, automated materials handling, new material formats (e-books, downloadable music, DVDs), public technology use, increase or addition of service desks, family place, teen spaces, and flexibility of the use of space and furniture.

Architect Jim Favaro presented the architectural design concept for the new library and the project status. He also reviewed the mechanics and how the program and services of the library will work. Mr. Favaro reported that the objective is to maximize the capacity of the site, maximize the use of the civic plaza, respect the height limitations while utilizing the views, and optimize the interior and exterior light. Mr. Favaro reviewed the four parking lots that will serve the facility; the exterior walkways; the open space that will extend to Civic Center Plaza; the interior of the building; and the building program.

#### Parking

Four parking lots will serve the library: Highland Avenue lot, 15<sup>th</sup> Street lot, 13<sup>th</sup> Street lot, and the 13<sup>th</sup> Street garage under Civic Center Plaza.

#### Exterior Walkways

The walkway on the west side of City Hall will be adjusted allowing for a wider sidewalk; open space to extend to Civic Center Plaza; and the building will have four frontages.

#### Interior of Building/Building Program

The first floor will consist of a circulation desk where there will also be a news/beverage stand along with a Friends of the Library bookstore. In addition, there will be a customer service area, restrooms, the community meeting room and the children's library which will face Civic Center Plaza. The stairs will be located at the center of the building. The second floor will be a completely open floor space consisting of fiction/non fiction, young adults, periodicals, information, customer service and a mechanical room.

#### Building Design

The building design will consist of glass to capture the light and community of Manhattan Beach. The design approach will be light and space movement inspired.

Commissioner Rhees inquired about the ceiling height on the first and second floors. Mr. Favaro reported that the ceiling height on the first floor will be 14 feet and the second floor will be a minimum of 10 feet.

Commissioner Adams inquired about the maintenance of the glass. Mr. Favaro reported there will be a maintenance program that will not cause a significant cost increase.

Director Richard Gill reported that the budget for interim services is set for \$150,000 and the cost to continue the children's story time in its current capacity is \$26,000 per year. Mr. Gill reported that the cost for a bookmobile for 40 hours a week will be \$133,000 per year; whereas the minimum of 20 hours a week will cost \$65,000 per year. Mr. Gill explained that if more is spent on interim services, then less is available for the construction of the library.

Commissioner Cooperman inquired if the bookmobile will be utilized for browsing as well as ordering books. Chief Deputy Los Angeles County Libraries Fred Hungerford reported that the operation of the bookmobile is primarily to pick up books since there is a very limited amount of shelf service. Mr. Hungerford also reported that the bookmobile service has been done at a number of libraries during construction and it works well. In addition, there are full service libraries nearby in Hermosa Beach and Lawndale. Commissioners Hook and Rhees suggested using the bookmobile for 20 hours a week. Manhattan Beach Library Manager Don Gould reported that he thinks 4 hours a day would be adequate. He suggested the bookmobile be available in the mid afternoon to mid evening from Tuesdays through Saturdays. Mr. Hungerford suggested that the hours of the bookmobile can be increased as needed. The County will run an analysis on the Library's peak hours of usage.

#### **COMMISSION ITEMS**

None.

#### **STAFF ITEMS**

None.

#### **ADJOURNMENT**

The meeting was adjourned at 7:55 p.m.