



DATE: February 3, 2022

AGENDA ITEM # 4

TO: Library Commission

FROM: Jaime Chew, Staff Liaison

SUBJECT: North County Library Authority (NCLA) Memo

RECOMMENDATION:

Discuss and finalize the drafted memo to be forwarded to NCLA for consideration

BACKGROUND & DISCUSSION

At the regular meeting of October 7, 2021, the Library Commission discussed the Futures Subcommittee's presentation on a path forward to redeveloping the Los Altos Library. The Commission unanimously approved 7 – 0 to request that NCLA reconstitute the Library Redevelopment Task Force and the library redevelopment project.

At the regular meeting of November 4, 2021, the Library Commission determined that a memo would be the best format to send their request to NCLA.

Staff recommends that the Commission discuss and finalize the drafted memo to be forwarded to NCLA for consideration.

Attachment:

- A. Futures Subcommittee Drafted Memo
- B. Futures Subcommittee October 7, 2021 Presentation



To: North County Library Authority
From: Los Altos Library Commission
Subject: Request to reinitialize Los Altos Library Redevelopment effort
Attachment: Futures Subcommittee Report, Sept 2021

Summary/Request of NCLA:

On February 3, 2022, the Commission voted to request that NCLA consider reinitializing its efforts for a redeveloped main Los Altos Library. The prior NCLA taskforce made notable progress towards putting a bond measure on the 2020 ballot to fund the redeveloped library, with a plan to gain community support. However, these activities were stopped due to the pandemic. Other bond measures competed for voter funding in 2020, as well. The Los Altos Library Commission believes a renewed look at how to best approach voters to fund a redeveloped library is worthy of consideration by the NCLA at this time.

Background:

The Futures Subcommittee of the Los Altos Library Commission was tasked with looking at various future paths, one of which is the main library redevelopment. The subcommittee examined relevant reports and other materials to arrive at a set of findings and a recommendation that the full Commission should make this request of the NCLA. Materials reviewed include:

- 2018 Los Altos Needs Assessment
- 2019 SCCLD Patron Survey
- Interviews of key persons (e.g., Library Staff, NCLA Taskforce member)
- Benchmarking data of Los Altos and other SCCLD branches

The presented findings to the full Library Commission on 10/7/2021 are enclosed with this memo.

Key Supporting Findings and Considerations:

- The needs of the community for its main library identified in the 2018 study remain, and are consistent with the 2019 SCCLD detailed patron survey results for Los Altos
- Furthermore, the Los Altos community may have evolving needs not anticipated in 2018, e.g., new higher-density affordable housing projects under development

- The Los Altos Main Library is the oldest facility within the Santa Clara County Library District, last expanded in 1990. The next oldest is Saratoga, built in 2003. Of the seven SCCLD libraries (not including Woodland), Los Altos has the third highest annual gate count and annual circulation.
- Other SCCLD libraries have been successful in funding expansions or remodels, albeit for more modest amounts than required for a Los Altos Main Library redevelopment
 - Campbell is being remodeled via Measure O passed in 2018, which authorizes a \$50M bond for the library and for a new police emergency operations center
 - Morgan Hill invested \$2.2M to add a Children's and Teens' multi-purpose room and study area
 - The Cupertino City Council approved \$8M to build a 5,600 sq. ft. library addition with large multi-purpose and study rooms

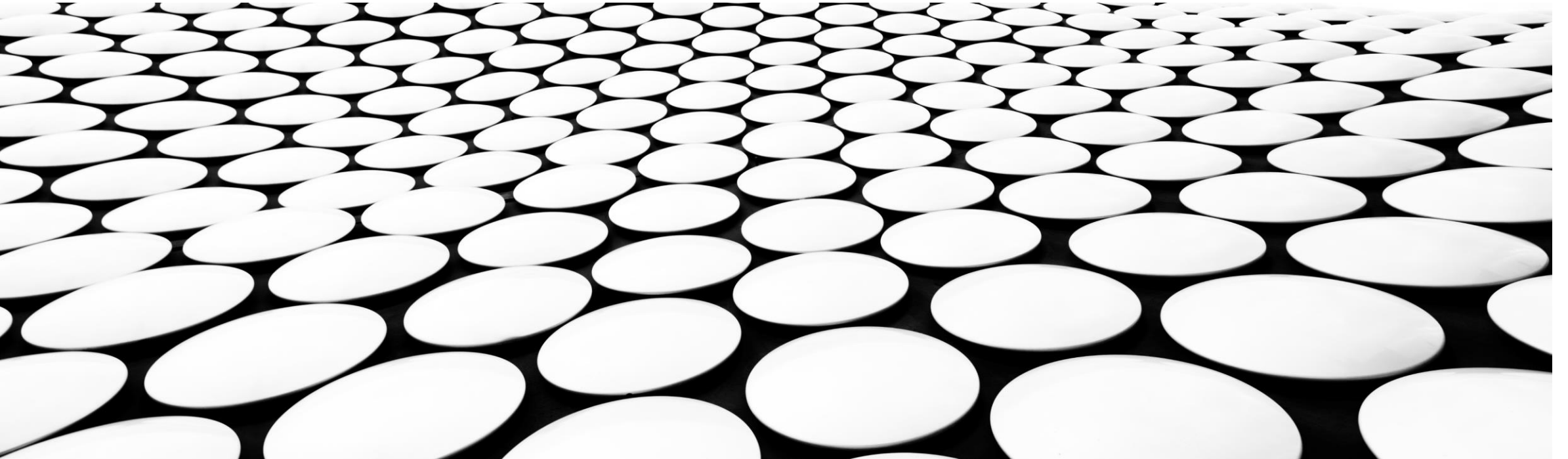
Given these findings, the Los Altos Library Commission requests that the NCLA consider reconstituting its Los Altos Main Library Redevelopment effort. The Commission would fully support that effort, as NCLA sees fit.

Attachment:



FUTURES SUBCOMMITTEE REPORT

PATH FORWARD FOR LOS ALTOS LIBRARY
SEPTEMBER 2, 2021





SANTA CLARA COUNTY LIBRARY DISTRICT MISSION STATEMENT

The Santa Clara County Library District is an open forum promoting knowledge, ideas, and cultural enrichment. The library provides free access to informational, educational, and recreational materials and services. In response to community needs, the library provides diverse resources on a wide variety of subjects and viewpoints and helps people use these resources.

LOS ALTOS LIBRARIES

Main Branch

- Current site within Los Altos Civic Center built in 1964
- 28,050 sq. ft.
- 1975—bond measure passed to expand
- 1985—voters passed 5-year tax to restore library services after previous reductions
- 1990—voters renew tax and vote to expand Main Library

Woodland Branch

- Built in 1975, funded by bond measure that also expanded Main Library
- 4,600 sq. ft.
- Large single room format

Unique within the Santa Clara Library District, Los Altos is the only city with two library branches

LOS ALTOS HAS THE OLDEST LIBRARY FACILITIES DESPITE HAVING THE 3RD HIGHEST CIRCULATION AND ANNUAL GATE COUNT

	Campbell	Cupertino	Gilroy	Los Altos Main & Woodland	Milpitas	Morgan Hill	Saratoga
Year Built	New—to be remodeled	2004 (2021 expansion)	2012	1990 (expansion)	2009	2007 (2021 expansion)	2003
Sq. Ft.	26,420 (remodel)	56,250 with expansion	53,000	28,050 Main 4,600 Woodland	60,000	30,500	48,500
Sq. Ft./1K population	630	890	880	830	790	660	1,650
Annual Circulation (2019-20)	687,995	2,023,994	427,363	984,871 (Main) 198,976 (W)	1,596,182	505,525	940,172
Annual Gate Count (2019-20)	207,500	620,077	194,212	323,110 (Main) 66,431 (W)	450,832	190,864	293,906
Notes	Measure O approved in 2018. \$50M bond to fund new police emergency ops & improved library	City Council approved \$8M to build 5,600 sq. ft. 2-story addition with large multi-purpose and study rooms				\$2.2M addition for Children's and Teens' multi-purpose and study area	

Key: Newest / Largest
 Oldest / Smallest

RECENT EFFORTS TOWARD A REDEVELOPED MAIN LOS ALTOS LIBRARY HAVE BEEN PLACED ON HOLD

- 2018 Needs Assessment identified the need for a minimum of 12,000 additional sq. ft. for:
 - Meeting rooms
 - Team and study rooms
 - Children's space
 - Backroom operations
- \$40-60M estimated to redevelop the main library
- NCLA created a task force of 11 members from NCLA, LALE, FOL and other volunteers with a proposed budget of \$250K for community outreach, private donor capital campaign, and bond measure design
 - Over 100 key community influencers interviewed
- Ultimately, plans for a bond measure for 2020 were shelved, given events at that time (COVID, Foothill College bond plans)

HOWEVER, THE NEED FOR LIBRARY SITE IMPROVEMENT REMAINS...

THE NCLA POLLING IDENTIFIED KEY NEEDS AND CHANGES:

TUTORING SPACE

CHILDREN'S PROGRAMS
DRAW 100+

- ✓ changing demographics – multi-generational; more families; new residents

CHILDREN'S STORYTIME
SPACE – DEDICATED

- ✓ more people bring their own technology
- ✓ decreased demand for library-provided computers
- ✓ increased need for power and wifi

QUIET SPACE

Collaboration + social spaces

- quantity, capacity, flexibility
- acoustic separation
- finish profiles; furniture + technology
- ...enclosed spaces for quiet retreat

Seating + technology

- variety of seating for diverse people and uses
- appropriate groupings
- fixed and flexible
- power at every seat

MORE MEETING SPACE
+ MORE SIZES/
CHOICES

...FOR EXAMPLE, MEETING SPACES AT OTHER SCCLD LIBRARIES:

Milpitas (60k ft²)



- 2 medium sized study rooms for 4-12 people each



- 2 small meeting rooms for up to 4 people

- In addition, a community meeting room with 120 person capacity

Saratoga (48.5k ft²)



- 1 medium sized meeting rooms for 4-12 people



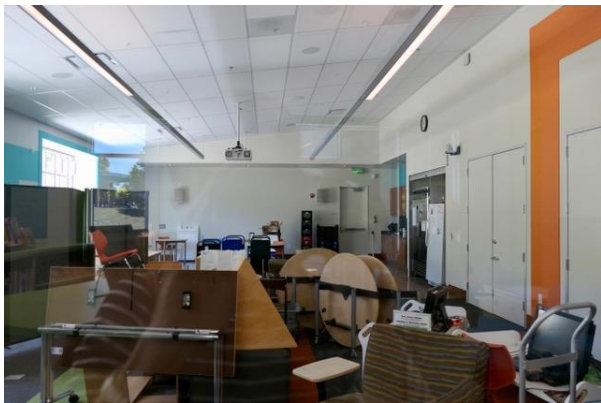
- 1 small meeting rooms for up to 6 people
- In addition, a community meeting room with 135 person capacity

SCCLD MEETING SPACES (CONT'D):

Morgan Hill (30.5k ft²)



- Community room with 92 person capacity
- Can be split into a large/small rooms for 58 and 34 persons, respectively



- New multi-purpose room with kitchen in children's area

Gilroy (53k ft²)



- Community room with 100 person capacity



- Meeting room for 4-31 people

DEFINING A COHESIVE VISION & STRATEGY FOR LOS ALTOS LIBRARY IS CRITICAL

Key Questions (sample)

What are the needs of Los Altos in the future?

What about the new higher-density affordable housing projects?

What is the right footprint? Two branches? Fewer or more?

Why not expand Woodland for additional meeting and study spaces?
Wouldn't that be more economical and faster-to-market than a redeveloped main library?
Couldn't an expanded Woodland provide some benefits in the transition period of rebuilding the main library?

Would combining the funding request for library with the police department improve the likelihood of success (e.g., Campbell example)?

Other questions...?

Factors to be Tested

- Advocacy of key stakeholders
- Cost
- Ability to fund
- Ability to effectively manage
- Time required to complete
- Operational challenges, e.g., phasing if multi-stage or transitioning from current to future state

THEREFORE, THE FUTURES SUBCOMMITTEE RECOMMENDS THAT LIBRARY COMMISSION REQUESTS THAT NCLA RECONSTITUTE THE REDEVELOPMENT TASK FORCE TO:

- Develop the vision and strategy for a future Los Altos Library System
 - Test that vision and best alternative options through outreach and canvassing efforts
 - Define a plan for achieving the necessary funding
-
- In turn, the Los Altos Library Commission should work with NCLA task force to see how we can best assist, given our responsibility to the City



Backup Slides

Milpitas pop. 79,517	Cupertino pop. 60,257	Gilroy pop. 56,766	Saratoga pop. 30, 697	Morgan Hill pop. 44,686	Los Altos/Los Altos Hills pop. 30, 504//8,505	Campbell pop. 42,221
60,000 sq. ft building with two floors and a side wing	54,000 sq. ft building (Cupertino is adding a 5600 sq. ft. 2-story expansion.	53,000 sq. ft building	48,500 sq. ft. building	30,500 sq. ft. building	28,050 sq. ft. building in downtown and a 4,600 sq. ft. building in South Los Altos	Currently under renovation: 26,420 sq. ft. building
	More than 330,000 volumes in its collection, circulates more than 2.5 million items annually, and receives 900,000 visitors each year.					
A Community Meeting Room with a capacity of 120 people	A community meeting room is located on the first floor of the library, for small groups of 1 to 8 people to use for purposes of group study, discussions or projects.	A Community Meeting Room with a max capacity of 100 people	A Community Meeting Room with a max capacity of 135 people	A Community Meeting Room with a max capacity of 92 people	A Community Meeting Room with maximum capacity of 100 people	COMMUNITY / CHILDRENS PROGRAM ROOM ON MAIN FLOOR
Two medium-sized meeting rooms called Group Study Rooms , located in the Reading Court of the Library, for small groups of 4 to 12 people, to use for purposes of group study, discussions, or projects.		One medium-sized Meeting Room for groups of 4 to 31 people, to use for purposes of group study, discussions, or projects.	The Oak Room , located adjacent to the Learning Lab, for small groups of 4 to 12 people, to use for purposes of group study, discussions, or projects.	Children's area and Teen Space (the children's area was recently expanded an additional 5000 sq. ft.)	A Children's area and Teen space	City Hall side redesigned Library exit and porch provides Campbell with additional seating and viewing areas for events on the green
Two small meetings rooms called Reading Rooms , located in the South Wing of the Library, for individuals or small groups of up to 4 people, to use for purposes of group study, discussions, or projects.			The Redwood Room , located near the adult information desk, for small groups of 1 to 6 people to use for group study, discussions, or projects.			

Campbell Library



Santa Clara County Library District - SCCLD ✓

April 27 · 🌐

...

The full renovation of the Campbell Library is beginning soon.

The Campbell Library staff is preparing to move library services to a temporary facility, conveniently located in the Campbell Community Center, at 1 W. Campbell Avenue, Building E, Room 46. It is next to the Orchard City Banquet Hall. The last day of service at the Campbell Library to pick up holds using walkup or curbside service, will be Saturday, May 8. The book drops at the Campbell Library will remain open until the temporary facility is available.

We will welcome patrons to the new, temporary facility on Monday, May 24 to pick up holds, browse a limited collection, and use the public computer and printer. Items can be returned through a book drop at the new temporary facility starting May 24. Contactless curbside service is not available at the temporary location but is available at the other SCCLD libraries. Patrons are invited to visit the Cupertino, Saratoga or any other SCCLD library for additional services.

If you have been notified that your holds are available at Campbell Library, we ask you pick them up by May 8. Holds not picked up by then will be held until the new facility opens on May 24. If you would like to have your holds relocated to another library, please call us at (408) 540-3945. If you would like to change your preferred library for holds pickup in the future, you can do so from your online account settings.

Learn more: <https://bit.ly/3xm4nug>



Timeline

1894

February: Judge & Mrs. Milton Myrick donate \$50 for a new public library. Public raises a matching \$50. Books from the local YMCA are donated to start a collection.

1923

Campbell County Women's Club donates part of their newly constructed building for library use. This library opens with 4,500 volumes.

1961

The library moves to larger facilities at Campbell & Central Avenues.

1967

Grand opening of the new Campbell Library at 77 Harrison Avenue with 89,000 volumes.

1989

The Campbell Museum and Senior Center move to their own sites. The Campbell Library doubles in square footage, adding a second level.

The Library is repainted, and new carpet and furniture added.

2011

The library receives and interior face-lift with new carpet, paint, and furniture.

2020

Campbell Library houses 201,300 volumes and circulates over 900,000 items each year.

2021

Campbell Library moves to temporary location (1 W Campbell Avenue, Room E46, Campbell, CA 95008) as major renovations happen on the original location

Anticipated Milestones:

- Hire Design Consultants - May 2020
- Confirm Program and Space Needs - Fall 2020
- Hire an Environmental Consultant for the CEQA Process - Winter 2020
- Complete Concept Designs and Obtain Necessary Approvals - Early 2021
- Complete Schematic and Design Development Documents - Summer 2021
- Complete Construction Documents - Late 2021
- Bid and Award Construction Projects - Spring 2022
- Construction Start - Summer 2022

Measure O - Civic Center Improvements

(Updated August 20, 2021)

Location

- Campbell Civic Center, Campbell, CA 95008
- 70 North First Street, Campbell, CA 95008
- 77 Harrison Avenue, Campbell, CA 95008

Description

Since 2013, City staff, consultants and a Project Core Team have identified desired facilities and program scenarios in the Civic Center Complex and conducted building structural assessments. The program and space needs for the Police Department and Campbell Library were identified as the highest priorities for the City through the Civic Center Master Plan efforts. A \$50,000,000 general obligation bond measure (Measure O) was placed on the November 6, 2018 general elections ballot to fund a new police emergency operations center and improve the library. Measure O was approved by the voters by 69.5%

Description:

RFP FOR MEASURE O – CIVIC CENTER IMPROVEMENTS ENVIRONMENTAL SERVICES

Proposals Due: 4:00 p.m., Thursday, September 17, 2020

Mandatory Pre-proposal (Zoom) Meeting:

Mandatory Pre-proposal Meeting is scheduled for 11:00 a.m. on August 27, 2020. The meeting shall be hosted via Zoom (web conference). At the Pre-proposal Meeting, the City will go over the RFP and host a Q&A session. Consultants planning to participate should email woojaek@campbellca.gov to obtain the web link and a password for the meeting.

A. Overview

The City of Campbell (City) is seeking proposals from qualified firms (Proposers) to provide professional environmental consulting services for the Measure O - Civic Center Improvements (Project). The Civic Center Complex (CCC) is a 6-acre city center block bound by Civic Center Drive, North First Street, Grant Street, and Harrison Avenue located within the Campbell's Historic Downtown District. The Project primarily involves the design and construction of a new 20,000 to 30,000 square-foot Police Operations Building (POB) and the renovation of the existing 25,000 square-foot Campbell Library (Library) both within the CCC. The address of the Library is 77 Harrison Avenue. The existing Police facility is located on the first level of City Hall located at 70 North First Street, also within the CCC. Other elements of the Project include improvements to the existing Police facility and a temporary library facility (location to be determined) during the Library renovation. The CCC is zoned the Planned Development with Historical Preservation overlay/combining district.

On May 19, 2020, the City Council approved the award of design contracts to LPA, Inc. for the New Police Operations Building and to Jayson Architecture for the Campbell Library Improvements. The feasibility studies and design process started in June. The concept designs for Police and Library buildings are anticipated by Fall 2020.

IDENTIFY AND ADDRESS KEY OPERATIONAL DEFICIENCIES

- LACK OF SINGLE, DEFINED POINT OF ENTRY
 - INSUFFICIENT ADA ACCESS
- LACK OF GENERAL CODE COMPLIANCE
- COMPROMISED SAFETY OF STAFF AND USERS
 - INSUFFICIENT DAYLIGHT TO LOWER LEVELS
- LACK OF COMMUNITY ROOM DEDICATED SPACE
- LACK OF CHILDREN'S PROGRAM AREA WITH ACCESS TO NATURAL LIGHT
 - NO LINE OF SIGHT FOR SUPERVISION
 - LIMITED AREAS FOR READING
 - POOR ACOUSTICS
- RESTROOM NUMBER AND CLEARANCES DO NOT MEET CODE
 - NO AREA FOR GROWTH
 - NO MEETING SPACES
- NEED DEDICATED DELIVERY ENTRANCE FOR DAILY SHIPMENTS OF PATRON BOOKS
 - NEED TO REPLACE EXISTING ELEVATOR
- NEED SPACE FOR ONE UNIFIED AUTOMATED MATERIALS HANDLING SYSTEM INTEGRATED WITH RETURN LOCATIONS AND DELIVERY

RENOVATION TO EXISTING BUILDING

EXISTING FLOOR AREA, LEVEL 1: 12,900 SF

EXISTING FLOOR AREA, LEVEL B1: 12,145 SF

TOTAL EXISTING AREA: 25,045 SF

RENOVATED FLOOR AREA, LEVEL 1: 13,988 SF

RENOVATED FLOOR AREA, LEVEL B1: 12,432 SF

TOTAL RENOVATED AREA: 26,420 SF

BY POSITIONING THE NEW BUILDING ENVELOPE TO THE OUTERMOST EXTENT OF THE BUILDING
FOOTPRINT THE TOTAL AVAILABLE AREA INCREASES BY
ALMOST 1,400 SF TO ALLOW FOR LIBRARY SERVICES

Cupertino Library

1960

The new 2500-square-foot Cupertino Library opens in the Allario Shopping Center. More than 300 library cards are issued on opening day.

1962-1965

Cupertino outgrows its physical space with a collection of 50,000 volumes and annual circulation of over 300,000 items.

1967

Voters approve a library bond for the construction of a new facility in Cupertino.

1971

April 10th: The new 24,000-square-foot Cupertino Library opens at 10400 Torre Avenue.

1988

Due to growing demand, the library is renovated and expanded to 37,000 square feet.

1992

Cupertino Library has more than 200,000 volumes in its collection and more than 1 million items are circulated.

2004

The completely redesigned and rebuilt, 54,000-square-foot library facility opens in Cupertino.

A defining feature of the new facility is a sixteen-foot-high 3,240-gallon saltwater aquarium, donated by Fred and Annie Chan in memory of Fred's father, Mr. Pak Chung Chan.

Facilities and Collections

The Gilroy Library resides in a **53,000 sq. ft building**, which includes:

- A [Community Meeting Room](#) with a max capacity of 100 people
- Quiet Study rooms
- Access to an extensive County Library collection of over two million books, movies, and more

1966

Gilroy residents pass a \$600,000 bond measure for construction of a new library. Mary Groshert appointed Community Librarian (1966-1969).

1968

July 1st: Gilroy Library joins Santa Clara County Free Library.

1969

Alice Dawson appointed Community Librarian (1969-1970).

1970

June Hopper appointed Community Librarian (1970-1983).

1975

February 1st: The new Gilroy Library opens at 7387 Rosanna Street with 57,000 volumes.

1984

Lani Yoshimura appointed Community Librarian (1984-2020).

2008

Citizens of Gilroy pass a \$37 million bond for construction of a new library.

2009

Gilroy Library moves to a temporary location at 7652 Monterey Street until new library construction is completed.

2012

The new Gilroy Library opens as the LEED (Leadership in Energy and Environmental Design) certified building in Santa Clara County Library. Gilroy has grown to 150,000 volumes including over 400 periodicals and the largest Spanish

Facility and Collections

The Milpitas Library is housed in a **60,000 sq. ft building** with two floors and a side wing. Facilities include:

- A Community Meeting Room with a capacity of 120 people
- 4 Study Rooms
- Access to an extensive, shared County Library collection of over two million books, movies, and more
- Non-English Language Collections
- Adult New Readers collection
- Job and Career collection
- Test Prep collection

1958

First county library in Milpitas (other than the bookmobile) established in one classroom of the historic grammar school at 160 N. Main Street and becomes known as Community Center.

1962

Calaveras Branch opens in the Fiesta Shopping Center on Dempsey Road.

1966

Sunnyhills Branch opens on Dixon Landing Road.

1981

January: Two branches (Calaveras and Community Center) are consolidated and moved into the library of the closed Ayer High School campus.

1983

March: The new 19,500 square foot Milpitas Community Library opens at 40 N. Milpitas Blvd. Cost: \$2,000,000. All three of the small branches are now under one roof.

2009

With redevelopment funds of \$39,000,000, a new 60,000 square foot library is built at 160 N. Main Street. Opening in January, it becomes known as the Milpitas Public Library.

Facility and Collections

The Morgan Hill Library is housed in a **30,500 sq. ft. building**, which includes:

- A [Community Meeting Room](#) with a max capacity of 92 people
- Children's area and Teen Space
- Access to an extensive, shared County Library collection of over two million books, movies, and more
- Non-English Language Collections
- Special Collection: Local History

1973

With bonds passed by voters, the Civic Center becomes the home of a new library housing over 48,000 volumes.

2007

July: The current Morgan Hill Library opens with over 160,000 volumes and works of art inside and outside the library.

2021

February: The library expands its current facility with the addition of a new Children's Activity Room and larger children's area.

The Saratoga Library is housed in a **48,500 sq. ft.** building, and includes:

- A [Community Meeting Room](#) with a max capacity of 135 people
- 1 group study room, 1 quiet study room (with 20 individual tables & armchairs)
- Children's area and Teen Space
- Access to an extensive, shared County Library collection of over two million books, movies, and more
- Non-English Language Collections
- Special Collections:
 - **Muko-Shi Collection:** This collection houses books and pamphlets given to the Saratoga Library by visitors from the city of Muko-Shi, Saratoga's sister city in Japan. These items can circulate, but rarely go out.
 - **Cunningham Collection:** This local history collection focuses on Saratoga and the surrounding area. Florence Cunningham was a Saratoga historian and member of a Saratoga pioneer family. These items are library-use only.

1978

The present Saratoga Library opened on Saratoga Avenue and Fruitvale. It was also designed by Mr. Spencer.

1983

The Friends of the Saratoga Library took over the former library building that was located on the corner of Oak Street and Los Gatos Road to run the Book-Go-Round.

2003

Celebrations were held for the newly remodeled and expanded 48,000 square foot library.

The Los Altos Library is housed in a **28,050 sq. ft. building**. The facility includes:

- A [Community Meeting Room](#) with maximum capacity of 100 people
- Access to an extensive, shared County Library collection of over two million books, movies, and more
- Non-English Language Collections
- Special Collection: The Virginia Whipple Collection

1964

Los Altos Library is built on the current site in the Civic Center.

1975

Voters pass bonds to expand the Main Library and construct Woodland Library.

1985

Voters pass a 5-year tax to restore library services after previous reductions.

1990

Voters renew the 1985 tax and vote to expand the Main Library.

Facility and Collections

The Woodland Branch Library is housed in a **4,600 sq. ft. building**, and includes:

- A Children's area and Teen space
- Access to an extensive, shared County Library collection of over two million books, movies, and more.
- Non-English Language Collections