

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

LONG-RANGE PLANNING COMMITTEE

AGENDA

Members: Penny McCaleb, Chair
Glenda Choate
Deanna Hannah
Tracy McDaniel
Tracy McGehee
Alyne Strube
Beth Toland

Wednesday, May 12, 2010
at 3:30 p.m.
Village Library
10307 N. Penn
Oklahoma City, OK 73112
(405) 843-9601

- I. Call to Order and Establishment of Quorum – Penny McCaleb, Chair
- II. Discussion, Consideration, and Possible Action: Update and Review of Strategic Plan – Kay Bauman, Deputy Executive Director/Library Operations
- III. Discussion, Consideration, and Possible Action: Update and Review of Capital Projects

CURRENT PROJECTS

- Northwest Library
- Southern Oaks Library

FUTURE, Funded Projects

- Del City Library
- Capitol Hill Library
- Belle Isle Library

ANTICIPATED NEEDS

- Jones Library
- Edmond Library
- Bethany Library
- Village Library
- Warr Acres Library

The Metropolitan Library System of Oklahoma County encourages participation from all patrons and citizens of Oklahoma County. If participation at any public meeting is not possible due to a disability, whether physical, hearing or speech related, please notify the office of the Executive Director (606-3726) at least forty-eight (48) hours prior to the scheduled public meeting to allow the Library to make necessary accommodations.

MLS CAPITAL PROJECTS UPDATE AND REVIEW

CURRENT PROJECTS

NORTHWEST LIBRARY

Funded Work

The Northwest Library is under construction with the bulk of the dollars needed for construction approved previously in the FY09/10 Budget. The upcoming fiscal year budget will include the dollars needed for furniture and equipment; security, audiovisual and contingency dollars. The upcoming budget will also reflect some initial operating costs as the hiring process for the new library will begin.

Future Needs

The building is scheduled for completion in summer of 2011; however, our best guess is that it might not be completed prior to the beginning of the 2011/12 fiscal year. Therefore, additional dollars will be needed in the 2011/12 budget that have not been identified as of yet.

SOUTHERN OAKS

Funded Work

The Architect, ADG, has begun the final phases of the design process, called Construction Documents. The current schedule indicates construction should begin in November, 2010 and for MLS to move back into the SO library in late 2011. With the previous MLS commitments and the recent execution of the Southern Oaks Amended Project Agreement, the current construction budget is \$2,325,000.

The scope of the work includes recapturing about 1500 sf, adding about 1900sf which brings the total to about 20,100sf. This will make it the 4th largest library in the MLS system. The work also includes new mechanical & electrical “backbone” systems, fire protection, new ADA bathrooms and an upgrade the interior with new furniture. The project also provides space for a new material sorter (a smaller version of the one located at the Service Center.)

FUTURE FUNDED PROJECTS

Del City Library

This project has quite recently awakened. While MLS has carried \$464,715 for this work since 1999 under the heading of “Currently Identified Improvements”, little action has taken place.

This changed quickly on April 19, 2010. After “studying” the needs for almost 2 years, Del City committed funds and hired the architectural firm of Howard & Associates to develop design documents for the renovation of the Del City Community Center. The project schedule calls for the construction to begin in January 2011. The first design meeting was conducted last Wednesday, May 5.

At the current time, the only library portion of the project included is to make the library restrooms ADA compliant. While the final scope of the work remains unclear – more need than funding, the need for library improvements is clear. Library staff have entered into discussions with the city to explore the possibility of additional improvements being included with shared dollars from both Del City & MLS. Both Del City and the architect have been responsive to these discussions

As staff believes this will happen, it is proposed that dollars be included in the 2010-11 budget for this work. Specifically, it is proposed that the \$464,715 from the Capital Project Reserves and \$223,175 to cover inflation since 1999 from the “Future Capital Improvements account be provided.

This provides a total of \$688,000. The final distribution of the dollars will be presented to the MLC for approval.

CAPITOL HILL LIBRARY

Funded Work

The 2000 and 2007 OKC GO bond provided funding for renovation of this library. Oklahoma City has contacted their on-call architect, Studio, Inc., regarding an assessment of the current building in regards to the cost to renovate and its overall condition. A contract for this work is eminent.

Following the assessment, the city and the library system will begin preparation of a Request for Qualifications to select an architectural firm for the project. Funds are available for the project in the amount of \$320,000 (some of which has been spent on a new roof) and \$2,760,000 from the 2000 and the 2007 OKC Bond elections, respectively. Additionally, MLS has previously committed funding for this project in the amount of 1,330,503. At present, the selection of the Architect for the project should begin in early 2011 with construction starting in 2012.

BELLE ISLE LIBRARY

Funded Work

The 2007 OKC GO bond provided funding for renovation of this library. Funds are available for the project in the amount of \$3,240,000 from Oklahoma City and \$950,000 has been allocated by MLS. While it is impossible to predict the future, these budget amounts were based upon design work starting in 2011 and construction in 2012. It appears that these dates may now be 2012 & 2013, respectively. Because the OKC building inflation rate has been level for the past 2 years, the funding appears to remain adequate.

ANTICIPATED PROJECTS

Jones Library

Commission members may recall that the Jones library is the only one of our facilities that is not owned by the local municipality and does not reside on city owned property. The modular building was paid for by MLS in 1997 and placed on land provided by a local property owner. We believe that it is important to relocate the library to a city owned property. In addition the library has outgrown its current space and should be in a larger space similar to the other extension libraries based on projected population growth and usage.

Todd Olberding and Donna Morris met with the trustees for the City of Jones Town on Tuesday, May 4. Thanks to Commissioner Glenda Choate, we had previously met with the Mayor, Ray Poland, about the viability of a site on Hiawasse and Britton Road. This site is owned by Bank First, which has a branch location on the corner, and the bank is interested in donating a portion of the remaining acreage for a permanent library for the town of Jones. At that time, the Mayor was not aware that while the library contributed some construction dollars, construction costs are covered by the municipality that would be the owner of the library property and building. He asked us to come to a trustee meeting to explain how buildings in our system were funded and constructed. In recent years, MLS has been able to contribute to this process thereby assuring a better and more functional library.

We prepared a "very preliminary" estimate for construction of a 2250 sq ft building for Jones. We believe that this is the size needed at the current time for the community based on population, usage and estimated growth. This estimate is based on a conventional "Class A" constructed facility. As has been the case in recent years, the staff recommends that MLS contribute funds for the A & E fees and some construction funding. The MLS portion of the cost would be about 29% with Jones picking up the remaining 71%. This is in line with the amounts paid to Oklahoma City and Choctaw

in the most recent capital projects. MLS, as required by our typical lease agreement, would purchase all the furniture and equipment needed.

The trustees were very excited about this prospect and want to move forward. We requested that they work with BankFirst to secure a commitment regarding the donation of the land to the city for a library and then provide a written request from the town of Jones detailing the donation and their desire to construct a library.

The trustees had a spirited discussion about the need for the library and where they could obtain the necessary funding. All were very much in favor of finding the needed dollars as soon as possible and passed a motion stating the same.

It is staff's recommendation that the LRP recommend monies be added to the Capital Projects Reserve account from the Future Capital Improvements account in the amount of \$438,000.

EDMOND LIBRARY - Future Needs

Discussions continue with the City of Edmond on an occasional basis regarding a 2nd library in Edmond. While the source of funding of this library remains unclear, Edmond recently restated their commitment to this project. A letter from Edmond stating this is expected. While a start date for this work is not available, the 2010-11 budget will continue to carry funding for this anticipated project in the Capital Project Reserve.

Bethany Library – Future Needs

This is also a project which was originally envisioned in 1999 and funds for MLS' portion of the work have been carried in the "Currently Identified Improvements" portion of the Capital Project Reserve account. Per conversations with the City of Bethany, the Bethany Commissioner and the library customers, interest in this project remains strong. While the source of funding of this by Bethany is unclear, the 2010-11 budgets will continue to carry funding for this project in the Capital Project Reserve. A start date for this work is not available.

Village Library – Future Needs

The need for more space at the Village Library dates back to the days before it opened. MLS set aside funding for some of this work in 1999. Per recent conversations with the Village Friends, staff and customers, interest in this project remains strong. While the source of funding of this by The Village is unclear, the 2010-11 budgets will continue to set aside funding for this project in the Capital Project Reserve account.

Warr Acres Library – Future Needs

MLS set aside funding for this work in 1999. While the source of funding of this by Warr Acres is unclear, the 2010-11 budgets will continue to set aside funding for this project in the Capital Project Reserve account.

COMMITTEE ACTION:

1. That the Long Range Planning Committee recommend to the Finance Committee that funds to support the Del City Library renovation be increased with funds available in the Future Capital Improvements budget
2. That the Long Range Planning Committee recommend to the Finance Committee that funds to support a future Jones City Library be provided from the funds available in the Future Capital Improvements budget.