

MEETING MINUTES

ISSUE DATE 3 December 2020

MEETING INFORMATION

MEETING DATE	19 November 2020	MEETING TIME	6:00 pm
MEETING NAME	Project Stakeholder / Public Meeting #3	MEETING LOCATION	Virtual Zoom Meeting
PROJECT NAME	Ely Library Planning		
FEH PROJECT NUMBER	2020313		
MINUTES PREPARED BY	Emily Sewell		

ATTENDEE NAME	ORGANIZATION	PHONE	EMAIL
<input checked="" type="checkbox"/> Kevin Eipperle	FEH DESIGN	563.583.4900	kevine@fehdesign.com
<input checked="" type="checkbox"/> Christy Monk	FEH DESIGN	563.583.4900	christym@fehdesign.com
<input checked="" type="checkbox"/> Emily Sewell	FEH DESIGN	563.583.4900	emilys@fehdesign.com
<input checked="" type="checkbox"/> Karen Greiner	FEH DESIGN	563.583.4900	kareng@fehdesign.com
<input checked="" type="checkbox"/> Gregg Baum	FEH DESIGN	262.968.2055	greggb@fehdesign.com
<input checked="" type="checkbox"/> Sarah Sellon	Library Director	319.848.7616	ssellon@ely.lib.ia.us
<input checked="" type="checkbox"/> See Sign-In Sheet			

DISTRIBUTION Core Committee, Design Team, Meeting Attendees

PURPOSE Review options from the first day of the Design Workshop Spark Session

DISCUSSION

1. Goals for Success – Review and Refine
 - a. See the attached sheet for the Goals for Success
 - i. The goals were reviewed.
2. General Comments
 - a. The FEMA 100- and 500-year floodplains have been taken into account with the options reviewed today. Any option with blue diagonal lines indicates the location of the 100-year floodplain.
 - i. A floodplain location is not necessarily an unbuildable site. The building can be raised out of the floodplain or certain steps can be taken to ensure that the building does not impact the location of the boundaries of the floodplain.
 - b. There are multiple factors that go in to a one vs. two story building solution.
 - i. One-Story
 1. It requires more land for the site.
 2. Most efficient staffing options.
 3. Most freely accessible for ADA compliance.
 - ii. Two-Story
 1. Typically requires more staffing.
 2. There are ongoing maintenance costs related to the required elevator and equipment.
 3. The size of the library must increase to accommodate two stair towers as well as the elevator.



4. Less land is required for a two-story solution.

3. Site Reviews

- a. A1 – The existing site with a one story addition to the north and a two story addition to the east
 - i. Sarah reported that their current staffing needs are currently met for some time to come.
 - ii. The plan showing the multipurpose rooms and children’s program room on the second floor a would not require additional staffing.
 - iii. There are currently no cost opinions associated with these plans.
 - 1. Cost opinions will be developed at the end of the second day of the Spark Session on Saturday.
 - iv. The storage shown in this plan reflects the amount of storage currently in the library.
 - v. Multiple participants were concerned with ongoing elevator costs.
 - 1. The majority of people agreed that a one-story library was best.
 - vi. Dashed lines on all of the plans refer to moveable partitions between rooms that can be opened to each other.
- b. B1 – Walker Site one story with parking on the currently owned lot behind the existing library
 - i. All the plans that include one story libraries reflect the 18,111 square feet developed during the programming phase.
 - ii. This plan shows approximately 24 parking spaces.
 - 1. Typical parking requirements vary between 1 space per 600 square feet and 3 spaces per 1,000 square feet. This comes to about 30-55 for a 18,111 square foot library
 - iii. The parking could extend to the alley to the east of the library in addition to the parking currently shown.
- c. C1 – Post Office Site with a one-story building
 - i. It would be best if there were dedicated children’s area restrooms.
 - ii. This site does not afford much outdoor area.
 - 1. The small plot directly to the south of the post office may be able to be acquired for additional outdoor area outside of the children’s area.
- d. D1 – Krob site with a one-story building
 - i. There are currently no basement storm shelters incorporated in these plans.
 - 1. A storm shelter does not need to be a basement. Any space in a building can be designed as a storm shelter or “hardened space”.
 - 2. A basement would also require an elevator and two sets of stairs, which would increase construction costs and ongoing maintenance costs.
 - ii. There could be a second Library entrance added at the adult section, but this is typically not done to ensure the security of the building.
 - iii. The parking lot could be moved behind the building, but this would make this option more expensive due to the additional pavement needed to increase the drive lanes in and out of the lot.
 - iv. This location could allow for the expansion of the library with a 60x90 addition.
- e. E1 – Vista North with a one-story building
 - i. No comments on this location
- f. F1 – Vista South with a one-story building
 - i. The new site plan shows the narrowing of State Street at two crossing locations.
 - 1. This will help slow down traffic at these locations.
 - 2. There may be opportunities to create a stop sign or a roundabout at the intersection to further reduce traffic risks.
 - ii. 35 parking spaces are included in the updated plan with options for more.



- iii. There was a general consensus that crossing State Street is not a great option due to the number of children who walk to the library.
 - g. G1 – City Hall Site two-story building
 - i. The 100 year floodplain impacts this site.
 - ii. There may not be a need for additional parking at this site because the city is planning to build a new 50+ space parking lot to the east of the Well-House building.
 - 1. This lot is being built in conjunction with the church, but the intention is that it will be used for multiple purposes.
 - iii. There is potential to do a 1 story building on this site.
 - h. G2 – City Hall Site two-story building
 - i. This option moves the train and is impacted by the FEMA floodplain map of the city.
 - 1. Further investigation by the army corps of engineers and the Iowa Department of Natural Resources.
 - i. H1 – Dows Site with a one-story building
 - i. This site is large enough to have many options for further expansion or additional buildings as part of a complex
 - j. H2 – Dows Site two-story building
 - i. There was no discussion on this option.
 - k. I1 – City Park Site one-story building
 - i. There was no discussion on this option.
 - l. I2 – City Park Site one-story building
 - i. This option integrates shared parking at the park in the grassy area used for overflow parking.
 - ii. The land shown where the library sits is approximately an acre.
 - iii. Further subdivision work is going to be done at this site which would impact the location of this building.
 - iv. With potential residential development north of the park, water drainage may impact future building locations.
4. A poll was conducted with the attendees and the results are as follows:

Ely Spark Session				
Day 1 Voting				
Favorite Site				
	#1	#2		Total
A	3	4		10
B	1	1		3
C	0	5		5
D	18	7		43
E	0	0		0
F	0	4		4
G	0	2		2
H	1	0		2
I	2	2		6
Favorite Plan				
	#1	#2		Total
A1	2	1		5
A2	1	2		4
B1	0	1		1
C1	0	0		0
D1	16	9		41
F1	5	8		18
G1	0	1		1
I1	0	2		2
I2	1	1		3



5. General Ideas

- a. Could the building be built to the west of city hall and relocate the existing basketball court and playground?
 - i. This option will be reviewed on Saturday.
- b. The meeting rooms should be arranged in a line rather than in an L shape to open the spaces to the largest advantage.

This is the author's understanding of the items discussed. Please notify us of any discrepancies within 7 days so revised minutes can be issued.

ATTACHMENTS Sign-In Sheets, Goals for Success

ATTENDANCE SHEET (VIRTUAL)

MEETING INFORMATION

MEETING DATE	19 November 2020	MEETING TIME	6:00 PM
MEETING NAME	Project Stakeholder Meeting #3	MEETING LOCATION	Zoom Video Conference

PROJECT NAME Ely Public Library

FEH PROJECT NUMBER 2020313

PURPOSE Review options from the first day of the Design Workshop Spark Session

NAME	COMPANY	PHONE # / EMAIL
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Jennifer Norman

Mark Krob

Dan Whitaker

James Higdon

Alan Wery

Carrie Ebel

City Admin

Kristi Reynolds

Eldy Miller

Suzanne Hilleman

Ryan

Mary Ballantyne

Keith and Justine Schultes

Erika Uthe

Jaime Allard

Bailey Freese

Barb Horak

Cheryl Krob



NAME	COMPANY	PHONE # / EMAIL
Curt		
William		
J. Wallac		
Becky		
Tracy Clair		
Rebecca Sammons		
Teresa Cooper		
Tom Moore		
Shauna Whitaker		
Christy Frese		
Clary Illian		
James Serbousek		
Kasey Peterson		
Jennifer Bradley		



Ely Public Library

Goals for Success

26 October 2020

1. Space to Serve a Growing and Changing Community
2. Welcoming, Attractive, A Draw to Ely
3. Accessible to Everyone
4. Hub of the Community that Supports all Activities / Groups / Programs Indoors and Outdoors for Outreach at All Hours
5. Plan for Access to Technology, Wi-Fi, Power and Future Innovation
6. Flexible for Changing Uses
7. Space for Staff to Work Effectively and Efficiently
8. Sustainable to Operate into the Future with an Efficient Layout and Design to Minimize Increased Staffing
9. Promote and Support Lifelong Learning as a Pillar of the Community
10. Promote Economic Development
11. A Safe and Secure Environment for Patrons and Staff
12. Project and Process to Pull Community Together, Promote Pride
13. History / Archive / Connect to Ely's Future and Past
14. Identify / Ask / Secure as Many Funding Sources and Revenue Streams as Possible and Minimize Tax Impact

