Columbia Library District
Minutes, Meeting of April 25, 2008

Board members present were Tom Richards, President; Susan Breyfogle; Jim Loveless; David McDonald; MaryEllen Sievert; and David Webber. Marie Glaze and Lynn Hostetler arrived after roll call. Rosie Gerding was absent.

Also present were Melissa Carr, Director; and Elinor Barrett, Kris Farris, Jim Smith, and Lauren Williams, DBRL staff.

Call to Order

Richards called the meeting to order at 12:00 p.m. in the Virginia Young Room of the Columbia Public Library.

Approval of Minutes

Loveless moved, McDonald seconded, approval of the minutes from April 10, 2008. The motion passed.

Communications

There were no communications.

Public Comment

There was no public comment.

Announcements

There were no announcements.

Director’s Report

There was no Director’s Report

Parking Lot Improvements Update

Richards reported that since the board’s last meeting he and library staff had met with Brian Harrington of Allstate Consultants and Tim Maloney of Rost, Inc. and determined that a raised crosswalk would not be practical because of cost, complex logistics, and water flow considerations.

Barrett distributed a landscaping services pricing proposal from Rost, Inc., developed in conjunction with CL Richardson. She clarified that the costs listed were contingent upon the plaza and crosswalk work being done at the same time as the revisions to parking aisle one and the exit ramp drive. Barrett reviewed the pricing of four options presented: option A using
pavers to create just a plaza at the end of the ramp; option B using pavers to create a plaza at the end of the ramp and the crosswalk; option C using pavers to create a second plaza at the south end of the crosswalk; and option D combining all of the above options. Each option has different price points depending on the type of pavers used. Barrett also shared pricing for adding planters at both the ramp plaza and the crosswalk plaza and said that the library should not create these plazas without adding commercial grade planters to give protection to pedestrians walking and standing in areas adjacent to where cars are parking. Barrett said staff recommends purchasing the planters with funds held by the Foundation for the CLD Board’s use. The board discussed the paver options and the importance of choosing a high-quality material for durability.

Carr said she and Smith calculated the amount left in the Capital Project Fund that could be used for this project at approximately $40,000. She said that if the board chooses to use donated funds for the planters, then there is enough money in the Capital Project Fund to pursue any of the options in Rost’s proposal. She said that the Sides Fund, held by the Foundation and designated for use by the CLD Board, contains $27,000 in interest above the original monetary gift. She suggested that this interest could be used to fund the planters. In response to a question, Barrett said that after speaking with the engineer and landscaper, she felt that a painted crosswalk would not accomplish the board’s goal of creating a crosswalk that would draw pedestrians’ attention to the ramp and therefore encourage its use. She and Carr said that they recommended using pavers for both the ramp plaza and the crosswalk, but that they did not have a strong opinion either way on the creation of a waiting area or plaza on the south side of the crosswalk. Carr added that while having that second plaza would be the most aesthetically pleasing option, staff is hesitant to give up another parking space.

The board discussed the pros and cons of creating a second plaza, with the majority expressing the opinion that this second plaza would be visually appealing and function as a pick-up or drop-off spot, decreasing congestion at the bottom of the stairs. The board discussed converting two parking spaces to create this second plaza so that patrons parking to the east of the crosswalk would have a clearer path to the crosswalk and to create more of a usable waiting area.

ACTION: Hostetler moved, Webber seconded, to approve funding, in an amount not to exceed $35,000, for the creation of a paved ramp landing plaza, crosswalk, and a crosswalk landing plaza according to the proposal from Rost, Inc., with the addition of converting a second parking space to create a larger landing plaza and waiting area at the south end of the crosswalk.

Discussion followed regarding the library’s procurement process, and Smith confirmed that this work could be performed under change orders to the library’s existing contracts with the vendors involved, which would save the library money.

Breyfogle left the meeting at 12:45 p.m.

Hostetler amended his original motion to add:

This project is to be completed by means of change orders to the existing contracts with CL Richardson and Rost, Inc.
Webber seconded the amendment to the original motion. The motion as amended passed unanimously.

The board discussed the paver choices and the appeal of pavers containing a red hue so that the plazas and crosswalk would stand out and complement the facility’s other building materials. Richards asked that staff let board members know when paver samples would be available for viewing so that those interested could look at them and express an opinion before staff makes the final choice. The board then discussed the funding of the planters and plantings for both plaza areas.

ACTION: Glaze moved, Loveless seconded, to direct staff to purchase planters and plantings for the ramp and crosswalk plazas, for an amount not to exceed $27,000, with donated funds held by the Foundation and set aside for use at the discretion of the Columbia Library District Board. The motion passed.

In response to a question, Carr confirmed that the banners for both lots and any additional signage indicating the new drop-off and pick-up areas were the only outstanding pieces of the plan to improve safety and use of the library’s parking lots. Barrett confirmed that the costs for signage would come out of the DBRL operating budget. Carr verified that Farris was already working on a public relations plan, including talking points, to communicate with the public and media regarding the lot improvements.

**Unfinished Business**

There was no unfinished business to discuss.

**New Business**

There was no new business.

**Public Comment**

There was no public comment.

**Adjournment**

There being no further business to discuss, Richards adjourned the meeting at 12:52 p.m.

Minutes recorded by Lauren Williams, Executive Assistant.