

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 13, 2014

**Action Agenda**

**Item No.** 1

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**SUBJECT:** Southern Branch Library Siting Criteria Update

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**DEPARTMENT:** Library, Asset Management  
Services (AMS), Planning

**PUBLIC HEARING: (Y/N)**

No
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**ATTACHMENT(S):**

- A. BOCC Approved Southern Library Siting Criteria
- B. Criteria Report – 120 Brewer Lane
- C. Presentation: Available at <http://orangecountync.gov/library/documents/BOCCPresentation.pdf>

**INFORMATION CONTACT:**

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**PURPOSE:** To:

1. Receive an update and provide feedback regarding the 120 Brewer Lane Primary Phase Public Input process and Southern Branch programming report delivered by County staff and Freelon Group Architects of Durham; and
2. Provide direction to the Manager with regard to authorizing further due diligence to be performed on the 120 Brewer Lane site for the development of the Southern Branch Library.

**BACKGROUND:** On September 18, 2012 the Orange County Board of Commissioners (BOCC), in conjunction with the Carrboro Board of Aldermen, approved a set of guiding principles and a comprehensive site selection criterion (Attachment A) for locating the new Southern Branch of the Orange County Library (hereafter “the Branch”). Since that time the Town has submitted several properties for review by County staff consistent with the approved Branch siting process.

On November 5, 2013 the BOCC authorized staff to continue with a more granular level of Preliminary Phase I analysis regarding the 120 Brewer Lane site. Attachment B summarizes the overall due diligence findings of the site, as framed by the Site Selection Criteria.

On January 23, 2014 the Board authorized the engagement of Freelon Associates of Durham, NC to facilitate the Primary Phase Public Input (“Primary Phase”) for the Brewer Lane site. Freelon Associates began working with the project staff in February 2014. Freelon completed a thorough assessment of library space needs, and developed alternatives based on maximum efficiencies, known statistical information regarding the library and demographic projections. Input from the community, the library staff, Friends group, and the Southern Branch Library project team, was included in the development of this recommendation.

Freelon Associates and County staff conducted two community engagement workshops and a middle school workshop, gleaned input from the Carrboro Community Dinner attendees, and offered an online survey and public comment cards to collect data to assist in defining the recommendation.

Based on this process and public input, Freelon Associates recommends the Southern Branch Library size be between 15,650 and 18,475 square feet (minimum net square footage).

Freelon Associates noted that while this recommendation accommodates the basic current needs of the community, it does not account for the standard 20-year projected population/library growth. Building in flexibility will allow for a measure of changeability, but will not accommodate the potential expanded needs of 20 years in the future. A plan for future expansion opportunity should be considered.

Freelon's recommendation on distilling this square footage into a flexible and adaptable program to serve the southern area of Orange County is below.

Recommended Conceptual Program

**PUBLIC SPACES**

Adults/Teens/Children	53%
Meeting/Gathering Spaces	15%
Marketplace	12%
Creation spaces	10%

**NON PUBLIC SPACES**

10%

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100%

Adults/Teens/Children: Collections, Seating, Computers, Small Study Spaces, Group Spaces

Meeting/Gathering: Multipurpose flexible meeting space, Conference room

Marketplace: Entry, Service Desk, Self-Checkout, Returns, Holds, New Releases, Display, Gallery, Download Hubs, Technology Vending, Book Sales

Creation: Technology/Media Lab, Training Classroom, Flexible Multipurpose Lab

Non Public: Staff Workspaces, Shipping/Receiving, Book Return

These areas will be designed to provide support to these critical components of a 21<sup>st</sup> century library:

Flexibility: Flexibility is key in new library design. Future services and rearrangements must be taken into account. This ranges from flexibility within the infrastructure and technology, to flexible furniture.

Collections: This conceptual program takes into account the changing world of library programming. As new neighborhood libraries open with innovative programs tailored to meet

the specific community's needs, circulation counts are known to double and in some cases even triple. The use of a floating collections concept along with strong ILL (Inter-library loan) partnerships allows libraries to maintain smaller shelving footprints while increasing the range of available materials.

Programs: This coincides with the ever-increasing need to provide more "people space." Communities need access to the latest technology, training, meeting and collaborative space. As customers find fewer locations outside of the home for quiet study and reading, it is increasingly important to provide these opportunities within the library. Children's spaces are expanding to include more exploratory learning opportunities. And teen spaces are including zones not only for hanging out but also for creating. Access to high and low tech creation spaces allows the synergies between age groups to be utilized and are essential to providing a complete library experience.

Operations: To minimize operational costs and increase security, the library spaces should be open and visible. This is accomplished with a single main entry point, lower shelving heights and smaller touchdown hubs for floating staff to consult with customers. Operational costs are also minimized by consolidating technical services work (cataloging, processing, etc.) at the Main Branch Library.

Representatives of Freelon Associates will present a more in-depth report outlining the process, findings and associated recommendations to the Board and will be available for questions. The meeting presentation for this item (Attachment C) is available at <http://orangecountync.gov/library/documents/BOCCPresentation.pdf>

If the Board determines that staff should continue with the due diligence process regarding the 120 Brewer Lane property as the potential site for the Southern Branch library, staff will be prepared to present estimated development costs and more detailed project information at the June 17, 2014 regular Board meeting.

Should the Board direct staff to continue with the due diligence, the general schedule will be as follows:

TASK	PROPOSED BEGINNING DATE	END BY DATE
<b>BOCC Action: Workgroup and Consultant report to the BOCC for feedback (to include public input summary and programming parameters to assist in potential future design of Southern Library)</b>	<b>May 13, 2014</b>	<b>May 13, 2014</b>
<b>BOCC Action: Decision to allow further due diligence to be performed through the 2014 summer break</b>	<b>June 17, 2014</b>	<b>June 17, 2014</b>
<b>BOCC Action: Potential Development Agreement review and approval to move forward with developing the 120 Brewer Lane Site</b>	<b>October, 2014</b>	<b>October, 2014</b>
Designer Request for Qualification process	October, 2014	December, 2014
<b>BOCC Action: Approval of Project Designer</b>	<b>January, 2015</b>	<b>January, 2015</b>
Design Process (with several design updates to the BOCC; public design input continues throughout process)	February, 2015	December, 2015
Construction Bid Advertisement and Process	January, 2016	April, 2016
<b>BOCC Action: Bid Award</b>	<b>May, 2016</b>	<b>May, 2016</b>
Facility Construction and Commissioning (15 months)	June, 2016	September, 2017
Facility Stocking	September, 2017	October, 2017
<b>Grand Opening</b>	<b>October, 2017</b>	<b>October, 2017</b>

**FINANCIAL IMPACT:** Costs related to the due diligence activities of the 120 Brewer site total \$36,000, including site title work as well as the public process facilitation process. An additional \$15,000 is encumbered for current and potentially future legal counsel related to the drafting and negotiation of the Development Agreement with the Developer.

The Board has appropriated \$650,000 within the FY2012-13 and FY2013-14 Capital Investment Plan for due diligence and land acquisition costs for the Southern Branch library.

**RECOMMENDATION(S):** The Manager recommends that the Board:

- 1) Receive an update and provide feedback regarding the 120 Brewer Lane Primary Phase Public Input process and Southern Branch programming report delivered by County staff and Freelon Group Architects of Durham; and
- 2) Provide direction to the Manager with regard to authorizing further due diligence to be performed on the 120 Brewer Lane site for the development of the Southern Branch Library.