

HOMER TOWNSHIP PUBLIC LIBRARY
Special Meeting - Board of Trustees
September 12, 2011 – 6 p.m.

* Revised at the September 26, 2011 Regular Library Board Meeting (see p.5)

Board members gathered for discussion at 6:08 p.m.

TRUSTEES PRESENT

Ed O'Brien, President
Mike Budde, Treasurer
Phyllis Levine
Kevin Owen (7:14 pm)

STAFF PRESENT

Sheree Kozel-La Ha, Library Director
Sara McCambridge, Assistant Director
Carol McSweeney, Business Manager
Kitty Mitchell, Youth Services Director
Alex Annen, Adult Services Director
Patti Nakutis, Recording Secretary

TRUSTEES EXCUSED

Jane Klunk, Vice President
Adelyne Parker, Secretary
Brian Smith

AUDIENCE TO VISITORS

President O'Brien welcomed staff and Joe Huberty and Alex Ramsey of Engberg Anderson.

OVERVIEW WITH ENGBERG ANDERSON

Architect Joe Huberty explained that they have put together 2 drawings for expansion. One plan is for expansion to the south and the other is to the north.

Alex Ramsey presented a power point, noting that we need to vacate an easement that may still exist on the site. The latest survey states status unknown. Other features include:

- Connect to the park in the future
- Access for garbage pick-up and the bookmobile
- Beautify the detention pond with naturalized plantings

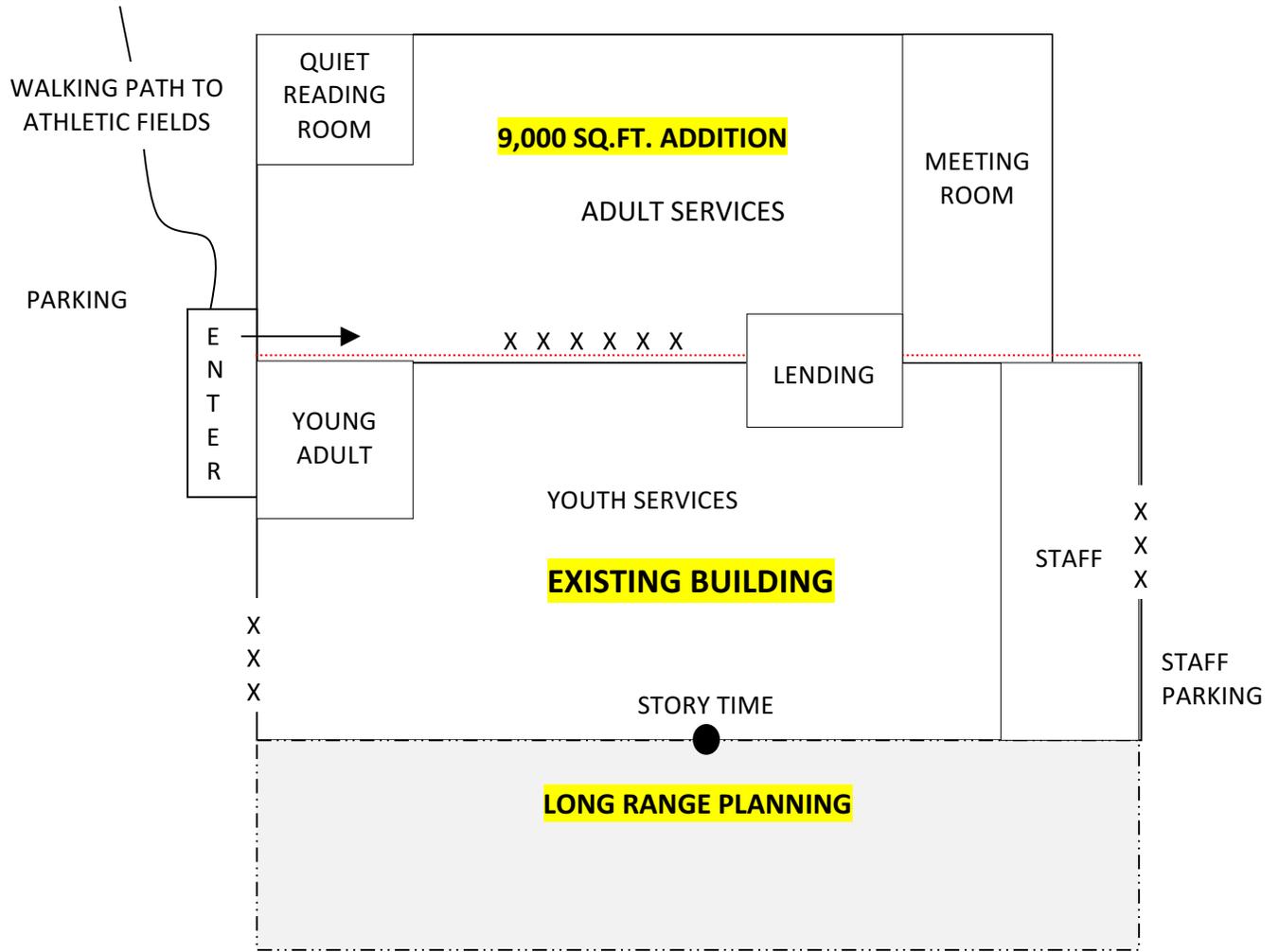
The set back to the south is 77' (which is the end of our existing parking lot). The set back to the north is 80' and 20' to the east and west. 45,377 is our maximum footprint for the building size in total. This expansion covers less than that. Parking is 3 spaces per 1,000 square feet with 1 ADA for every 25.

Joe noted that we must allow enough room if 151st is ever to be widened.

Alex noted the following:

- The existing building is type 5B construction – combustible wood
- We will be required to add a sprinkler system
- 24,000 square feet is the maximum space allowable on one floor without generating a fire wall
- Long range planning for another addition will require the installation of a firewall

NORTH EXPANSION



X X X = windows

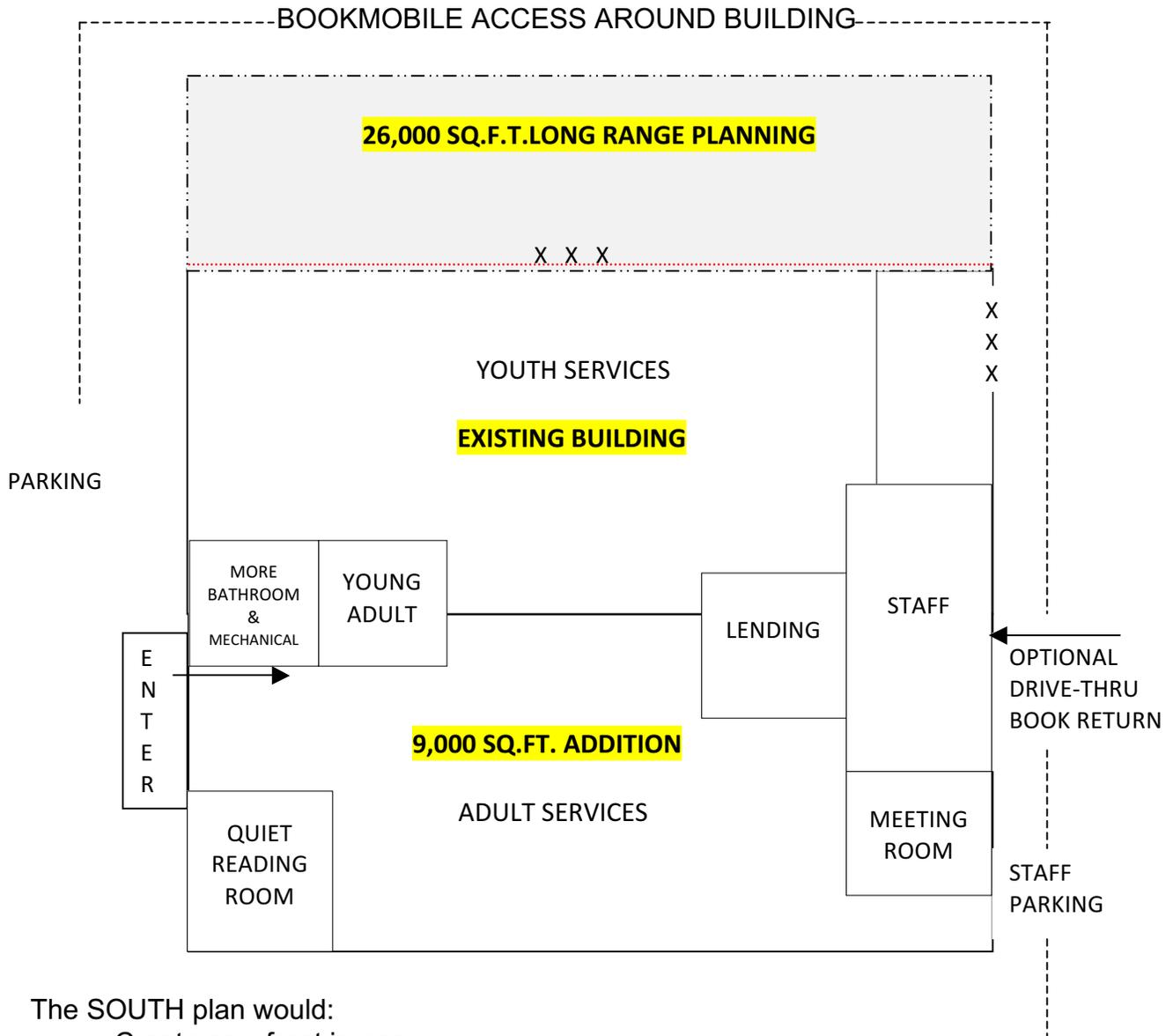
..... = firewall

● = solarium/garden element

The NORTH plan would:

- Use existing restrooms
- Layout is sample only and can be rearranged
- Allow views to the athletic field
- North [natural] lighting
- High ceilings in the expansion for Adult Services
- Solarium or garden element at the old front entrance for use as an outdoor story time area (long range planning)

SOUTH EXPANSION – interior rooms are draft only and may be changed



The SOUTH plan would:

- Create new front image
- Would extend the building to the edge of the existing parking lot
- Could allow a window feature in YS to view the athletic fields
- Allow views to the athletic field with [natural] north lighting

Bookmobile access around the building would be available for either expansion option as well as beautifying the rock garden.

Trustee Budde asked if there would be any drainage issues with the roof. Alex stated that they would install roof drains. There would not be much change to the front roof.

There would also need to be some type of cover over the front windows to manage the south sun exposure. President O'Brien asked if there would be a need for a zoning variance. Alex confirmed that there would *not* be.

Joe stated that the north expansion would be more simple. However, the south expansion would make more of a statement. South would also be slightly more expensive. Director Kozel-La Ha noted that the south expansion would allow patrons to walk into the new section. The north expansion would allow patrons to walk into the old (lower) section.

Joe and Alex invited the board and staff to walk outside to view the building and further explain expansion options. First, they discussed the south expansion:

- Closer to the road
- A good glazing system [on the windows] will avoid road noise
- It matches up with Woodbine and the Administration building (also close to the road)
- Find out about long range plans to widen 151st Street. We may want to pull back a bit and opt to go wider.
- The ultimate height would equal the current roof peak
- The rock garden would be beautified with water loving trees and natural grasses
- Trees in the front would be relocated
- An optional feature (if money allowed) would be a bay window in Youth Services for the program area.

The north expansion:

- A more "park like" setting in the front
- Add a garden area or 3-season room at the existing front of the building
- You lose the grand element of a new front
- Allows an expanded glass opening for [natural] northern light
- Views of the athletic fields
- Simpler connection
- May be able to reuse existing north windows (President O'Brien didn't think this would be logical due to the age of the windows).
- Construction fencing would likely interrupt Homer Athletic Club (HAC) and other sports groups.

Factors for either:

- We will remain on site for either plan
- The southern expansion would be no more than 5% more in cost
- The range for the addition is 8500 – 10,000 square feet. The code limit would be 11,500. You want to build as big as you can afford. Features are easier and less costly to add than space.
- The new parking lot would be the first step

President O'Brien asked if Joe had a preference. Joe explained the north expansion would have a park/athletic setting whereas the south expansion would be more up front; closer to the street. Alex liked both. There was a short discussion.

Director Kozel-La Ha questioned the noise factor from the athletic fields with a north expansion. Joe noted that football practices are likely only during evening hours and for 3 months out of the year. You also have the noise factor of traffic with a southern expansion.

Joe explained that the next step would be to do a site survey and soil borings. He will work with the Village and Civil Engineer to discuss details. He will need a decision from the board as to what direction the expansion will go.

President O'Brien called the meeting to order at 7:14 pm (quorum present), followed by the Pledge of Allegiance.

SITE AND PLAN CONCEPT REVIEW

The board reviewed the 2 plans [1 north and 1 south] and explained that the architects are in favor of either one.

President O'Brien asked who was in favor of a north expansion and who was in favor of a south expansion. All in attendance were in favor of a south expansion. President O'Brien feels that the south expansion will "show people our great potential."

- * It was stated that Trustee Smith noted preference for the north option at the August 29, 2011 meeting. Director Kozel-La Ha commented that Trustee Smith noted to her after that meeting that he would be amenable to either option.

Joe stated that we should go to bid in January/February/March for the best price, preferably about the third week of February. It will take 3 weeks to bid and 3 weeks to contract. However, we will allow for grant opportunities. Trustee Budde asked if the project will be complete in 2 years. Director Kozel-La Ha stated that the expected "move-in" date is January 2013.

Joe stated that he will find out exactly what square footage we can afford. A detailed cost model will need to be complete (this is not done by Engberg Anderson).

President O'Brien asked what the next step is to proceed financially. Joe stated that he will require a contract between the Homer Township Public Library District and Engberg Anderson. We will also need a topical and geographical survey. Director Kozel-La Ha added that we will be required to pay with our own funds until the sale of bonds in February. Joe added that there should not be significant billing until spring. You will see a heavy cash flow beginning April/May 2012. The heaviest cash flow will be fall 2012.

Joe stated that he will be working with Robinson Engineering. There is not a conflict of interest, and they are more than qualified.

Director Kozel-La Ha stated that Attorney Phil Lenzini has the contract under review, and it should be ready for the September board meeting.

Joe will draw the addition close to 10,000 square feet. If there is extra money he will let us know where we can add more space and how much. Trustee Owen asked what the next steps will be. Joe explained:

- Lock in expansion decision tonight
- Present contract at September board meeting
- Bidding will be done in late February 2012 (3 weeks) which will bring them due in mid March.
- We will formally accept the lowest bidder. Engberg Anderson assists with the bid process. We assure quality bids by requesting pre-qualify statements, good credit, and supplier references. This is all done in parallel with the bond phase. The pre-qualifying is done in mid-January. Bidders receive a scope of work (size, phasing strategies, etc.).

There was a short discussion. Once the contractor is hired, sub-contractors are hired. You generally pre-qualify contractors for mechanical, roofing, masonry, and electrical. If we do not approve of the sub-contractor, we can change it.

Director Kozel-La Ha asked if we need an Owner's Rep. Joe stated that an Owner's Rep is like an insurance policy but can be expensive if used excessively. They are good to have for the mechanical aspect. There are other ways to validate equipment such as validation from the manufacturer. There was a short discussion.

Trustee O'Brien made a motion to authorize Engberg Anderson to proceed with the initial plans and development for the southern expansion of Homer Township Public Library subject to pending approval of a mutually agreeable contract at the September board meeting by the Homer Township Public Library Board of Trustees. Trustee Owen seconded. All in favor, motion passed.

ADJOURNMENT

President O'Brien adjourned the meeting at 7:43 pm.

Respectfully submitted,

Patti Nakutis

Recording Secretary

cc: David Lennon