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**APPLETON PUBLIC LIBRARY**  
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**TO: Members of the Appleton Public Library Board of Trustees  
Members of the City of Appleton Common Council**  
**FROM: Dean Gazza, Director of Parks Recreation and Facilities Management  
Colleen Rortvedt, Library Director**  
**DATE: December 8, 2021**  
**RE: November Library Building Project Update**

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City staff continue to work with architects Skidmore, Owings and Merrill (SOM) on the library project. The following progress has been made in the past month:

#### **Design, Community Engagement and Communication**

- a. We are currently in the design development phase.
- b. Schedules are being finalized for the next phase including more detailed interior design and work on furnishings and finishes. Staff workshops and community updates are being scheduled for early 2022 including a Library Building Project Advisory Committee meeting.
- c. The architects continue to refine the design based on all the feedback they receive.
- d. Community engagement opportunities during construction are being planned.

#### **Additional Site Assessment Updates**

We are finalizing soil testing. Recent testing concentrated on an area that may house an underground stormwater management trap. Since there is minimal green space or space for a retention pond a trap would be most suitable. Additional soil testing was completed to determine design for foundation and footings. Recent testing was better than anticipated which will allow us to use standard spread footings.

#### **Parking**

A report of the parking analysis is being finalized by Walker Parking Consultants. This report will help to ensure there is adequate, convenient parking for library patrons. In addition, it will provide recommendations to enhance the pedestrian experience within the library neighborhood.

#### **Interim library needs**

We continue to evaluate the best option for a temporary library location and work through lease negotiations. The temporary library will provide scaled-down space that prioritizes access to the library collection and technology. While

we are not able to announce a location at this time, staff also has been working with partners to develop plans for programming in other places in the community during construction.

We are working with CCS, our move management consultants, to draft an RFP for moving company proposals. The moving company will move all collections as well as staff items to designated places in the temporary location, including disassembling and reassembling the shelving and placing materials back in the correct order. This RFP also covers our move back to the new library in 2023.

The Friends of Appleton Public Library held a book sale to deal with the backlog of donated and withdrawn materials that have been accumulating throughout the pandemic. This has started the important process of clearing out back of house spaces.

Library staff have been working with the Finance Department on plans for appropriate disposal of items and are currently listing some items on govdeals.com. We are researching using an auction service to complete the process furniture and no longer needed items. All revenue earned from this process goes to the City's general fund per our Procurement Policy.

Staff is also coordinating with the Outagamie Waupaca Library System (OWLS) on issues of data circuit relocation and reconfiguring APL's connection to the OWLS network. OWLS is currently a tenant in the library and will also be relocating to their own offices.

### **College Avenue North Neighborhood Planning**

The Planappleton.com website and interactive map has been visited 2435 total times by 752 unique users. Thank you for helping to get the word out about this site.

The design studio sessions for the College North Neighborhood Plan were held on November 9 and November 10 for the public to offer input. At these meetings, RDG Planning & Design shared an annotated map of concepts, suggestions, and thoughts. Discussion and updated development concepts per feedback from the November design studios and city review as well as review the mobility network will continue. Updates will be shared with the public again in late January/early February.

### **Budget and Funding**

In November, initial estimates came in with the project costs at approximately \$39 million including pandemic-driven escalation costs. Regardless, the City of Appleton commitment will remain \$26.4 million and the Mayor has allocated \$2 million in ARPA funding for broadband network infrastructure.

Staff are working to determine the remaining funding to provide a diverse funding package for this project including grants and fundraising. The Friends of Appleton Public Library are conducting a feasibility study to determine potential for private fundraising.

**Stay up to date on the library project at [apl.org/planning](http://apl.org/planning) and sign up for email updates at [apl.org/email](http://apl.org/email) and select "Building Process Updates."**