



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: January 14, 2022
RE: November Library Building Project Update

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

SOM continues to work with staff on finalizing the design and will be doing workshops with staff at the end of January on collection, children's area and public floor layouts. The Library Building Project Advisory Committee is meeting virtually this month to get a design update and provide feedback.

Additional Site Assessment Updates

The site assessments identified contaminated soils in some locations of the library site. This means that any contaminated soils removed will require to be handled and disposed of properly. This was not a surprise since every project in the downtown area has included some level of contamination. The contamination is a result of the air pollution from smokestacks from various industries in the area. The City of Appleton owns a landfill that has housed these soils on numerous building and road projects over the years. Any soils from the library will be properly stored here also.

Parking

The Department of Public Works continues to work with our parking consultants and the architects on options for parking.

Interim library needs

Please refer to memo that covers the temporary library lease for details about the recommendation to approve a lease at 2411 S. Kensington Dr.

The Request for Proposals (RFP) for a moving company is scheduled to be released early February. The selected 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.

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

The library has been identifying items of local significance that will be re-homed with other city departments or local non-profits. While some of these are not of significant financial value, they represent important aspects of local heritage and history. A Library Board Building and Equipment Committee meeting will be scheduled to discuss these items and the recommendations for gifting them to local organizations.

Library staff have developed a transition plan with the Outagamie Waupaca Library System that was included on this Board agenda for approval.

College Avenue North Neighborhood Planning

The Planappleton.com website and interactive map continues to be active. The Steering and Technical Review Committees will be meeting this month with RDG to get a progress update and provide feedback.

Funding

The Friends of Appleton Public Library are conducting a feasibility study. They have hired consultants with significant expertise in public library capital campaigns and they are wrapping up the remaining interviews with prospective donors to determine the potential for private support on this project. Results of this study will be shared when it is finalized.

The State's Neighborhood Investment Fund grants have not been announced yet. The recent grant announcements have been understandably running 1-2 months behind the scheduled date.

We remain confident that we will be able to assemble a diverse funding package for this project.

Stay up to date on the library project at apl.org/planning and sign up for email updates at apl.org/email and select "Building Process Updates."