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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 7/10/2019

RE: Action: Request to utilize library funding allocated in the 2019 Downtown Development Capital Improvement Plan to make security enhancements to the current library. The enhancements are estimated to not exceed a cost of \$175,000.

The 2019 Capital Improvement Plan (CIP) includes \$5,000,000 for planning for the library. While the planning has been paused as various details are finalized for the various developments, the current Library continues to operate and needs improvements. Many improvements have been deferred as it was anticipated that a new Library would be constructed soon. Based on the information we know today, it appears it will be several years to complete agreements, design and construction before a new Library would be completed.

Due to increased security concerns, we initiated a security analysis of the current library which included the Appleton Police Department, Milwaukee Library Security Manager, library staff and myself. In addition, we have reached out to an architect and vendors to learn more about current solutions to areas we have determined are in need of improvement.

Based on the analysis, upgrades identified included improving egress from two secluded areas, upgrading door alarms/auto-locks, adding additional access control to employee areas, increasing camera coverage and improved communication systems. It is important to note that some of the upgrades would be able to be transferred to a new Library.

We request to move forward with these security upgrades immediately versus deferring to the 2020 Capital Improvement Plan.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.