



GOVERNING BOARD OF LIBRARY TRUSTEES

AGENDA: REGULAR MEETING

Thursday, May 12, 2016

7:00 PM

600 East A St., Dixon, CA 95620

Council Chambers, City of Dixon

1. CALL TO ORDER

2. CLOSED SESSION-- a. Performance Evaluation: Library Director [Gov't Code section 54957.6]

3. BUSINESS MEETING

a. Pledge of Allegiance

b. Roll Call:

Trustees:

Caitlin O'Halloran, President

Guy Garcia, Vice President

John Gabby, Clerk

Melissa Maseda, Member

Joe Dipaola, Member

Steve Arozena, Library Director

4. NOTICE TO PUBLIC

Any member of the public wishing to address the Governing Board on a topic within the subject matter jurisdiction of the District but not on the agenda may do so during the PUBLIC COMMENT period identified in this agenda. By law, subjects not on the agenda cannot be acted upon by the Board except to briefly respond, clarify, or refer to staff for review and presentation at a future meeting. The Board President will recognize you for public comment on matters on the agenda at the appropriate time.

5. CORRESPONDENCE

6. CONSENT AGENDA

7. PUBLIC COMMENT

8. GUESTS & PRESENTATIONS

9. DIRECTOR'S REPORT

- a. Library activities

10. ONGOING BUSINESS

- a. Report from structural engineer re: Miller Building Information/Discussion
- b. Addition to Policy 4001 Rules of Conduct Information/Discussion/Action

11. NEW BUSINESS

- a. Request to change dates for Library Board meetings June, July and December 2016
Information/Discussion/Action
- b. Approval of minutes for April 14, 2016 meeting Information/Discussion/Action

The Board President legally posted this agenda in accordance with the Brown Act on: May 9, 2016. In compliance with the American's with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Library at 707-678-5447. Notification of at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

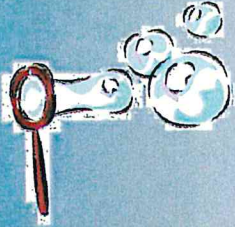
The Friends of the Dixon Public Library Present...

Summer Shows at the Library

Timothy James Comedy Magic—Monday, June 6



Bubble Man Sterling Johnson—Monday, June 13



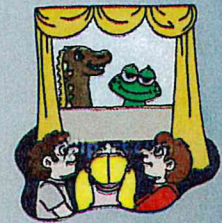
Cowgirl Karen Quest—Tuesday, June 21



Xtreme Science—Friday, July 1



Puppet Art Theater Thursday, July 7



Steve Chaney and Cornelius

Friday, July 15



Uncle Jer's Bees—Thursday,

July 21



Magician Marshall Magoon— Thursday, July 28



Wild Things Animal Show—

Friday, August 5



DIXON
PUBLIC LIBRARY

est. 1912

All shows start at 10:30 AM!

Rob Henley
A2R ARCHITECTS, INC.
190 S. Orchard Avenue, Suite C250
Vacaville, CA 95688

Purpose

Provide a summary of visual observations regarding the condition of the existing structure and provide comments, conclusions and/or recommendations regarding the use of the building by the Dixon Library for administrative, light storage and public use.

Description of the Existing Building

The original building structure is two stories of approximately 5,000sf of total floor area; rectangular in plan shape with a diagonal corner at the southwest quadrant. The original construction appears to date to sometime around 1910 – 1920. Exterior walls are cast-in-place concrete; roof and floor is constructed with wood framing. The crawl space below the first floor is very shallow and not accessible. The second floor appears to have been un-occupied for an extended time period.

At some point in time since the original construction (approximately 1960s, as noted by Dixon Library personnel), a first floor addition was constructed along the south and west sides of the building with a large cantilevered canopy on the west side. Construction of the additions is assumed to be wood frame with a concrete slab-on-grade floor.

The foundation for the original construction or the addition could not be observed sufficiently to comment on their construction type.

Due to the existence of interior finishes a complete observation and assessment of the original structure and the addition could not be completed

General Discussion of Observations and Potential Risk

Overall the building structure is in average condition considering its age and construction materials. Some sloping of the second floor was observed, as well as diagonal plaster cracking at interior second floor partitions. However, the original cast-in-place concrete walls did not exhibit settlement or cracking when observed from the street level.

This building structure has certainly stood the test of time to date. However there are risks associated with occupying it. From a structural safety perspective, earthquakes present the greatest risk to the building structure stability and the life-safety of the occupants. Due to its age, construction materials, design and detailing; this building structure will not perform as well as would be expected from a more recently designed and constructed building structure with the same construction materials. Experience with building structures of similar age and construction materials indicates that this type of structure will not have the floor and roof diaphragms sufficiently tied to the exterior concrete walls and the concrete walls will not have the detailed reinforcing to provide sufficient ductility in a significant earthquake. A complete seismic retrofit in accordance ASCE 41-13 (Seismic Evaluation and Rehabilitation of Existing Buildings) would significantly improve the expected seismic performance of this building structure.

To our knowledge the proposed use of the building structure would not change the occupancy category, nor are any alterations proposed to the existing structural system. As such, there is no requirement to upgrade the building structure to current building code compliance.

Conclusions and Recommendations

The existing building structure appears to have performed adequately to date with some reservations regarding the sloping floors and cracked plaster finishes at the second floor partitions. It should be noted that there is no guarantee or assurance that the floor slope could not increase with new occupancy or that the plaster cracking at the second floor walls would not return if they were cosmetically repaired.

Based upon previous discussions with A2R Architects, Inc. and representatives of the Dixon Library we understand that the Dixon Library does not have sufficient funds for extensive remodeling or seismic retrofit. On this basis our recommendations for the use of the building structure are as follows:

- The second floor should be limited to Dixon Library administrative use only.
- Public use should be limited to the first floor only.
- Storage use should be limited to the concrete slab-on-grade areas of the first floor addition.

With regards to our comments on the expected performance of the building structure in a significant seismic event; we believe we have provided some basis of information to allow the Dixon Library understand the risks of occupying this building without some level of seismic retrofit to improve performance and life-safety in an earthquake.

As professionals we have stated that to our knowledge there is no proposed occupancy change or alteration that would require compliance with current building code provision. However, also as professionals, we do recommend a seismic retrofit as assurance that the building structure would have a greater level of performance in the case that it experiences a seismic event of greater intensity and magnitude than it has experienced to date. We also want to recognize that the risk associated with a decision to occupy this building without retrofit lies with the Dixon Library.

We are available to more precisely discuss the aspects of further investigation for seismic assessment and/or retrofit for this building structure.

Limitations

The services performed for this project have been provided at a level that is consistent with the general level of skill and care ordinarily provided by engineers practicing Structural Engineering. Work provided is done under the constraints of time and budget. No warranty is expressed or implied. This evaluation and recommendations are based on our observation of plainly visible elements. No demolition was performed to expose structural elements. No structural calculations were done to verify the adequacy of the existing structural system. The items discussed in this report are subject to revision should more information become available.

ZFA STRUCTURAL ENGINEERS

7801 folsom blvd | suite 204 | sacramento ca 95826 | 916.924.7024 | zfa.com

Assessment Report

Miller Building
200 North First Street
Dixon, CA
April 27, 2016

We understand you may have questions regarding this evaluation and we are available for further comment. Please call or email us with any questions

ZFA STRUCTURAL ENGINEERS

Thomas R. Curtis
Principal

Approved 2016 Library Board meeting dates (2nd Thursday of each month)

January 7

February 11

March 10

April 14

May 12

June 9

July 14

August 11

September 8

October 13

November 10

December 8

Proposed changes to calendar

Thursday, June 9 to Wednesday, June 8

Thursday, July 14 to Wednesday, July 13

Thursday, December 8 to Wednesday, December 7

Minutes—Approved
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
7:00 P. M., THURSDAY, April 14, 2016

REGULAR MEETING

MEETING LOCATION
DIXON CITY COUNCIL CHAMBERS
600 EAST A STREET, DIXON, CA 95620

1. Call to Order

Ms. O'Halloran called the meeting to order at 7 pm

2. Closed session

No public comments on closed session

3. Business meeting

a. Pledge of Allegiance

Pledge of Allegiance said

b. Roll Call

Trustees

Caitlin O'Halloran, President—present

Guy Garcia, Vice President—present

John Gabby, Clerk—present

Joe Dipaola, Member—absent

Staff

Steve Arozena, **Library Director**—present

4. Notice to the Public

None

5. Correspondence

None

6. Consent Agenda

None

7. Public Comment

8. Guests & Presentations

9. Director's Report

Mr. Arozena stated that with 75% of the fiscal year over, 73% of the personnel budget has been spent. 61% of the services and supplies budget has been spent. The Board approved moving \$35,000 of the services and supplies budget to personnel to cover previously approved employee raises and increased family medical coverage.

Mr. Arozena also said that he is working on next year's budget, which includes an upgrade to the library's wireless and firewall and is hoping to include a project that will digitize the Dixon Tribune and allow people to search the newspaper back to 1874. Some coverage of the early years of the paper is missing, but it is the most complete available. The Dixon Historical Society has expressed interest in the project and may potentially help support the library financially in this venture.

Mr. Arozena said that he served as a judge at Gretchen Higgins' Battle of the Books earlier in the week. He said that Jim Tinder, the Youth Services Librarian, was hosting a family reading night at Anderson and that was part of a kickoff to Summer Reading Club activities. Planning is underway for the Summer Reading Club and performers are being booked.

10. Ongoing Business

Addition to Policy 4001 Rules of Conduct

The addition to the policy is intended to establish a method of dealing with repeat juvenile offenders who are disruptive to the library. Mr. Gabby asked if any parents had contacted the Library Director. Mr. Arozena said he heard from one parent who requested her son be allowed in the library for tutoring purposes only which he agreed to. Mr. Arozena pointed out the language suggested by the attorney to the policy. Mr. Garcia suggested that the Board refrain from voting on the policy change until Mr. Dipaola returns. The other Board members agreed to table the item until the following month.

11. New Business

Amendment of 2015/16 Moreno Contract

Mr. Arozena explained that the current contract set a limit of \$18,000 for compensation of Mr. Moreno for maintenance of the library and that his charges will exceed that this fiscal year. The contract amendment sets a new limit of \$30,000. The amendment

was prepared by the library's attorney who advised that a maintenance contract can go up to \$84,000 annually without going out for a bid. Mr. Gabby asked if there was one big project being worked on or a series of small projects. Mr. Arozena said that it is a series of small projects and that currently he is working on repainting the shelves in the Carnegie section of the library. Mr. Garcia moved to accept the amendment. Mr. Gabby seconded. The Board voted to approve 3-0.

Extension of Moreno Contract for 2016/17

Mr. Arozena stated that this item was to extend Mr. Moreno's contract with the library for another year with the limit of \$30,000 with the option to change that amount if necessary. Mr. Garcia asked for clarification. Mr. Arozena said that the amendment just passed takes the contract until the end of the fiscal year and the contract under consideration covers the next fiscal year, 2016-17. Mr. Garcia moved to accept the contract extension. Mr. Gabby seconded. The Board voted to approve 3-0.

Approval of Minutes of March 10, 2016 Meeting

Mr. Garcia moved to accept the minutes. Mr. Gabby seconded. The motion was approved 3-0.

Meeting adjourned

Caitlin O'Halloran, Board President

John Gabby, Clerk
