



TO: Members of Council
FROM: Dianne Marshall, City Clerk's Office
DATE: August 6, 2013
SUBJECT: Information Packet

1. Call Ups

- A. Landmark Alteration Certificate to demolish a non-contributing building at 1023 Walnut St. in the Downtown Historic District and in its place construct a new four-story commercial building to be connected via a bridge to the proposed building at 1048 Pearl St., amending the Landmarks Board September 19, 2012 approval by the Landmarks Board with conditions (HIS2012-00181). This Landmark Alteration Certificate is subject to City Council call-up no later than August 6, 2013.
- B. Vacation of a 19,998 square foot portion of an existing fifteen-foot utility easement in association with the Kalmia Estates subdivision and housing development (ADR2013-00078).

2. Internal Information Item

- A. Boulder's Energy Future Budget Update

3. Boards and Commissions

- A. Arts Commission Amended – February 20, 2013
- B. Arts Commission – July 24, 2013
- C. Landmarks Board – June 5, 2013
- D. Library Commission – June 5, 2013

4. Declarations

None.



INFORMATION PACKET MEMORANDUM

To: City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
David Driskell, Executive Director of Community Planning and Sustainability
Susan Richstone, Deputy Director of Community Planning and Sustainability
Lesli Ellis, Comprehensive Planning Manager
James Hewat, Senior Historic Preservation Planner
Marcy Cameron, Historic Preservation Planner

Date: July 30, 2013

Call-up Item and Extension of the Call-up Period: Landmark Alteration Certificate to demolish a non-contributing building at 1023 Walnut St. in the Downtown Historic District and in its place construct a new four-story commercial building to be connected via a bridge to the proposed building at 1048 Pearl St., amending the Landmarks Board September 19, 2012 approval by the Landmarks Board with conditions (HIS2012-00181). This Landmark Alteration Certificate is subject to City Council call-up no later than **August 6, 2013**.

Executive Summary

The proposal to demolish a non-contributing building at 1023 Walnut St. in the Downtown Historic District and in its place construct a new four-story commercial building to be connected via a sky-bridge to the proposed building at 1048 Pearl St., amending the Landmarks Board September 19, 2012 approval by the Landmarks Board with conditions (HIS2012-00181) was approved with conditions by the Landmarks Board (4-1, L. Payton opposed) at the July 18, 2013 meeting. Because the current proposal calls for the demolition of the existing building (where the prior application called for the building to be remodeled), a public hearing by the Landmarks Board was required pursuant to 9-11-14 B.R.C. The July 18, 2013 decision was based upon the board's consideration that the proposed construction meets the requirements in Section 9-11-18, B.R.C. 1981.

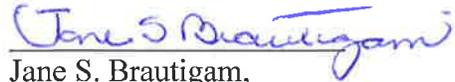
The Board's July 18, 2013 review was only of the 1023 Walnut Street building. The conditions of the approval (and the conditions of the September 2012 approval of the building at 1048 Pearl Street) will be reviewed together by the Landmarks design review committee.

The board's approval is subject to a 14-day call-up period by City Council, which ends on August 1, 2013. However, the 14-day call-up period cannot be met as the next regularly scheduled City Council meeting is on **August 6, 2013**.

Section 9-11-16(a) of B.R.C. 1981 states: "The City Manager may extend the call-up period until the council's next regular meeting, if the manager finds in writing within the original call-up period that the council will not receive notice of a decision of the board in time to enable it to call-up the decision for review."

The city manager finds that, because the next regularly scheduled City Council meeting is after the call-up period, it did not receive notice of the board's decision regarding 1023 Walnut St. in time to consider call-up within 14 days. Therefore, the City Manager extends the call-up period for this application until the City Council's next scheduled meeting on August 6, 2013.

Approved By:



Jane S. Brautigam,
City Manager

ATTACHMENTS:

- A. Notice of Disposition dated July 18, 2013
- B. Photographs and Drawings of proposal for demolition and new construction at 1023 Walnut St.

Notice of Disposition

You are hereby advised that on July 18, 2013 the following action was taken:

ACTION: Approved by a vote of 4-1, **L. Payton** opposed.

APPLICATION: Public hearing and consideration of a Landmark Alteration Certificate to demolish a non-contributing building at 1023 Walnut St. in the Downtown Historic District and in its place construct a new four-story commercial building to be connected via a bridge to the proposed building at 1048 Pearl St., amending the Landmarks Board September 19, 2012 approval by the Landmarks Board with conditions (HIS2012-00181).

LOCATION: 1023 Walnut St.

ZONING: Downtown 5 – (DT-5)

APPLICANT: Nichols Partnership

This decision was arrived at based on the purposes and intent of the Historic Preservation Code as set forth in 9-11-18, B.R.C., 1981, as applied to the Landmark Alteration Certificate application.

Public Hearing

No one spoke to this item.

Motion:

On a motion by **M. Gerwing**, seconded by **K. Snobeck**, the Landmarks Board approved (4-1, **L. Payton** opposed) the demolition of the non-contributing building at 1023 Walnut St. and in its place the construction of the proposed new building, finding that subject to the conditions below, they generally meet the standards for issuance of a Landmark Alteration Certificate (LAC) in Chapter 9-11-18, B.R.C. 1981, and adopted the staff memorandum dated 7.18.2013 as findings of the board, with the following conditions of approval:

CONDITIONS OF APPROVAL:

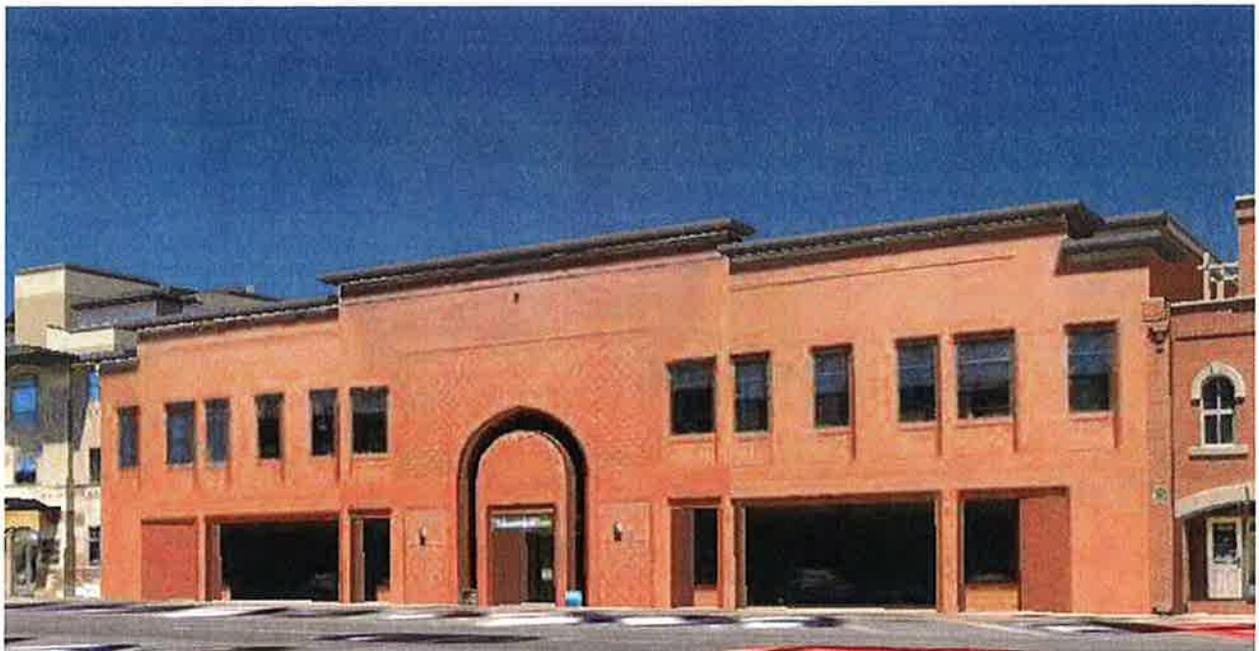
1. The applicant shall be responsible for constructing the project in compliance with the plans approved on July 18, 2013 (dated June 26, 2013) for 1023 Walnut St. and the plans approved on Sept. 19, 2012 (dated Aug. 27, 2012) for 1048 Pearl St. except as modified by these conditions of approval.

2. Prior to submitting a building permit application and final issuance of the Landmark Alteration Certificate, the applicant shall revise the plans approved on September 19, 2012 (dated Aug, 27, 2012) to increase the setback of the west portion of the fourth floor adjacent to the west plaza and submit the revised plans to the Landmarks Design Review Committee (LDRC) for its final review and approval.
3. Details of all exterior materials, including a simplified fenestration pattern, windows, doors, railing, hardscape features, awnings, visibility and design of mechanical equipment enclosures, paving, brick, glass, metal, wood, color and the use of only natural stone, shall be reviewed by the LDRC to ensure that the approval is consistent with the *Downtown Historic District Design Guidelines*, the *General Design Guidelines*, the Historic Preservation Ordinance, and the intent of this approval.
4. Articulation of the primary masonry portion of the Walnut Street elevation to deemphasize its horizontality in keeping with the *Downtown Historic District Design Guidelines* and the Historic Preservation Ordinance, to be reviewed by the LDRC.

L. Payton did not support the motion. She did not object to the demolition of the building at 1023 Walnut St. or the proposed design of the new building, but voted against the motion because the amended conditions include reference to the building located at 1048 Pearl St. and she does not find the overall project to be consistent with the design guidelines or the intent of the Historic Preservation Ordinance.



Figure 1. Corner of Walnut and 11th street looking southwest, 1920



*Figure 2. 1023 Walnut Street, 2012
Existing building constructed in 1986 proposed for demolition*

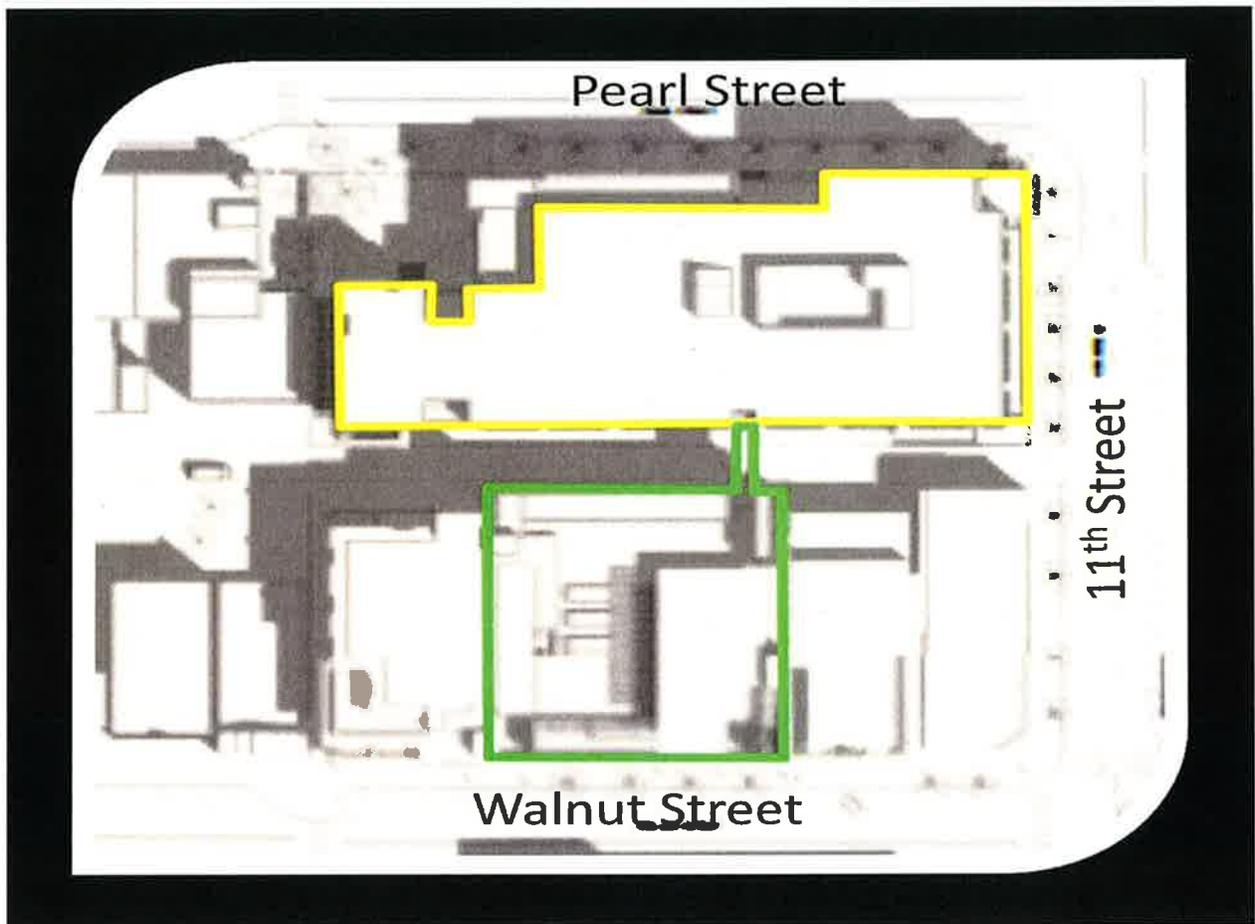


Figure 3. Site Plan Showing proposed building at 1048 Pearl Street (yellow line) and current proposal at 1023 Walnut Street (green line)



Current proposal, south façade of 1023 Walnut Street



September 19, 2012 proposal to remodel 1023 Walnut Street, south façade

Figure 4. Current Proposal and September 19, 2012 Proposal of 1023 Walnut south façade

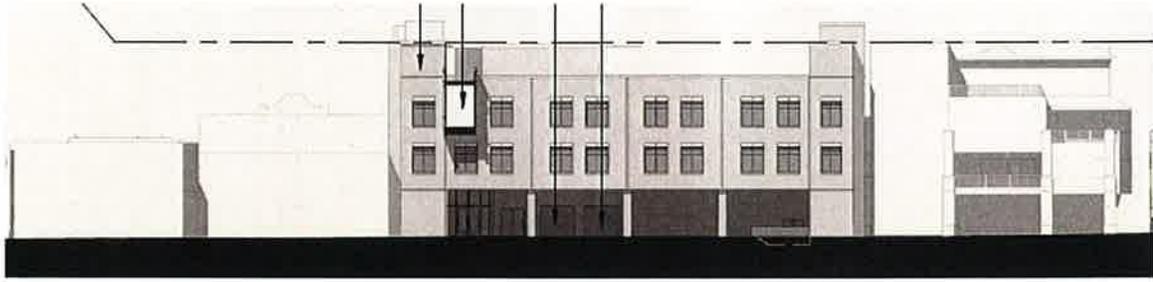


Current proposal, southeast elevation of 1023 Walnut Street



September 19, 2012 proposal to remodel 1023 Walnut Street, southeast elevation

Figure 5. Current and September 19, 2012 Rendering of 1023 Walnut from the Southeast

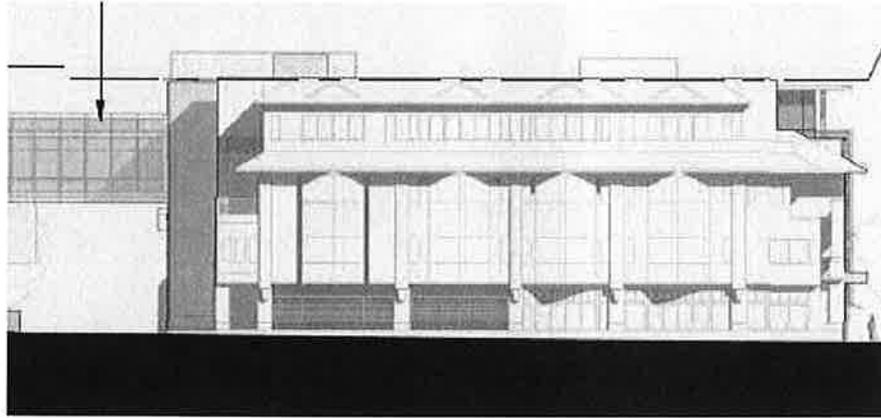


Current proposal, north (alley) elevation (shaded portion) of 1023 Walnut Street

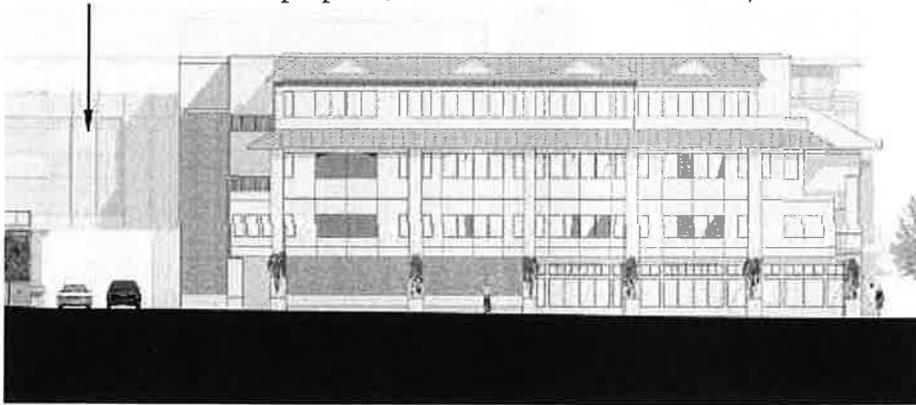


September 19, 2012 proposal to remodel 1023 Walnut Street, north (alley) elevation (colored portion)

Figure 6. Current and September 19, 2012 Rendering of 1023 Walnut from the north (alley) elevation

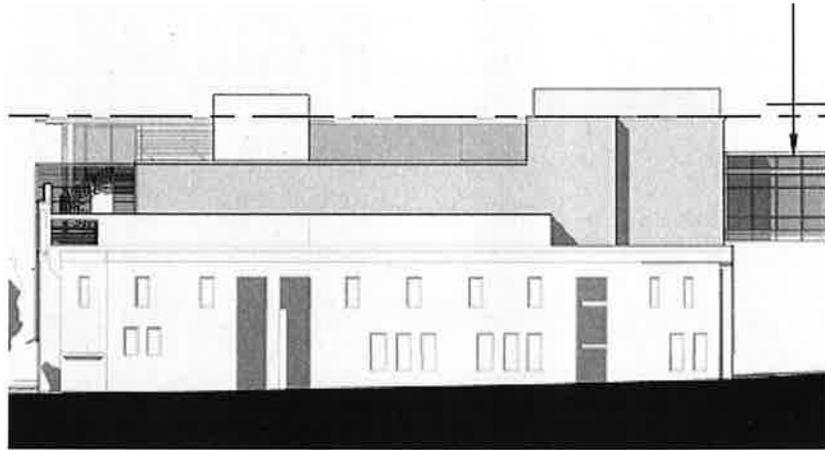


Current proposal, west elevation (shaded areas)

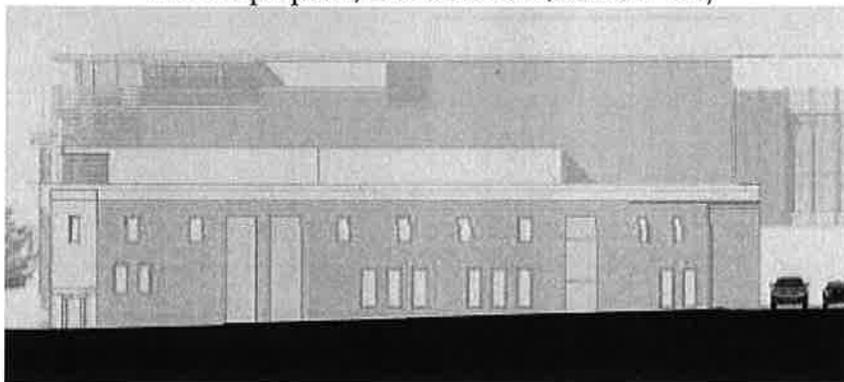


September 19, 2012 proposal, west elevation

Figure 7. Current and September 19, 2012 Rendering of 1023 Walnut from the West elevation

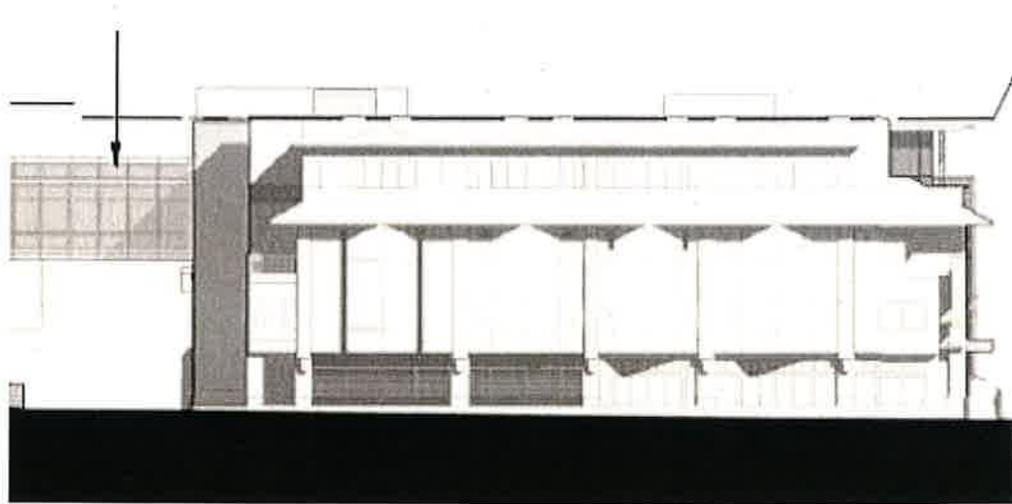


Current proposal, east elevation (shaded areas)



September 19, 2012 proposal, east elevation (colored areas)

Figure 8. Current and September 19, 2012 Rendering of 1023 Walnut from the East elevation



Current proposal sky bridge (from west)



September 19, 2012 proposal (from west)

Figure 9. Current and September 19, 2012 sky bridge of 1023 Walnut from the West elevation



INFORMATION PACKET MEMORANDUM

To: Members of City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
David Driskell, Executive Director of Community Planning & Sustainability
Charles Ferro, Development Review Manager
Sloane Walbert, Associate Planner

Date: July 30, 2013

Subject: Call-Up Item: Vacation of a 19,988 square foot portion of an existing fifteen-foot utility easement in association with the Kalmia Estates subdivision and housing development (ADR2013-00078).

EXECUTIVE SUMMARY:

The applicant requests vacation of a 19,988 square foot portion of an existing fifteen-foot utility easement at 3015 Kalmia Ave (refer to **Attachment D** for exact location). The easement was originally granted to the City of Boulder in 1969 for the extension of a “domestic water supply line.” However, the water main previously located in the easement has been removed and there is no public need for the portion of utility easement to be vacated. Water services to the new subdivision will be located within the public right-of-way along Paonia Street, Carbondale Lane, Big Horn Street, and Ouray Street.

The proposed vacation was approved by staff on July 10, 2013. There is one scheduled City Council meeting on August 6, 2013 within the 30 day call-up period.

CODE REQUIREMENTS:

Pursuant to the procedures for easement vacations set forth in subsection 8-6-10(b), B.R.C. 1981, the city manager has approved the vacation of a 19,988 square foot portion of the existing fifteen-foot utility easement. The date of final staff approval of the easement vacation was July 10, 2013 (refer to **Attachment E, Notice of Disposition**). This vacation does not require approval through ordinance based on the following criteria:

- It has never been open to the public; and
- It has never carried regular vehicular or pedestrian traffic.

The vacation will be effective 30 days later on August 9, 2013 unless the approval is called up by City Council.

FISCAL IMPACTS:

None identified.

COMMUNITY SUSTAINABILITY ASSESSMENTS AND IMPACTS:

- Economic: No economic impact is anticipated.
- Environmental: No impacts are anticipated through this utility easement vacation.
- Social: None identified.

BACKGROUND:

The subject property is a 9.7 acre subdivision and housing development located in the Flex (F) zone district. City Council voted to annex the site in October 2011. At this time, Council also approved the Site Review application to develop the site with 57 attached and detached dwelling units. The final plat for the Kalmia Estates Subdivision was recorded February 20, 2013 (Reception No. 03291047). The site is bordered by Palo Parkway to the north, Kalmia Avenue to the south, Palo Park /Sale Lake subdivisions (existing) to the west, and the developing Northfield Commons subdivision to the east (refer to **Attachment A**, *Vicinity Map*). The subject 15-foot utility easement bisects the property, extending approximately 1,332 feet from Kalmia Avenue to Palo Parkway (refer to **Attachment B**, *Site Plan*). The easement currently affects the development of Lots 2, 5, 8, 24 and 25 within Kalmia Estates. The utility easement must be vacated prior to building permit issuance for these properties.

The portion of easement to be vacated was originally dedicated for a 12-inch “domestic water supply line” running north-south through the subject property in 1969. The water main previously located in the easement has been removed. A water main and water service stubs have been approved to be located within the public right-of-way dedicated with the subdivision, per technical document review TEC2012-00031 and building permit PMT2013-00775. There are currently no public or private utilities or any encroachments located in the easement. Given that there is no public need for the easement for which it was intended, failure to vacate the requested portion of easement would cause hardship to the property owner by limiting the development potential of Lots 2, 5, 8, 24 and 25.

ANALYSIS:

Staff finds the proposed vacation of a 19,988 square foot portion of an existing fifteen-foot utility easement consistent with the standard set forth in subsection (b) of section 8-6-10, “*Vacation of Public Easements*”, B.R.C. 1981. Specifically, staff has determined that no public need exists for the portion of easement to be vacated because the water main for which the easement was originally dedicated has been removed and water services for the new subdivision will be located in public right-of-way.

PUBLIC COMMENT AND PROCESS:

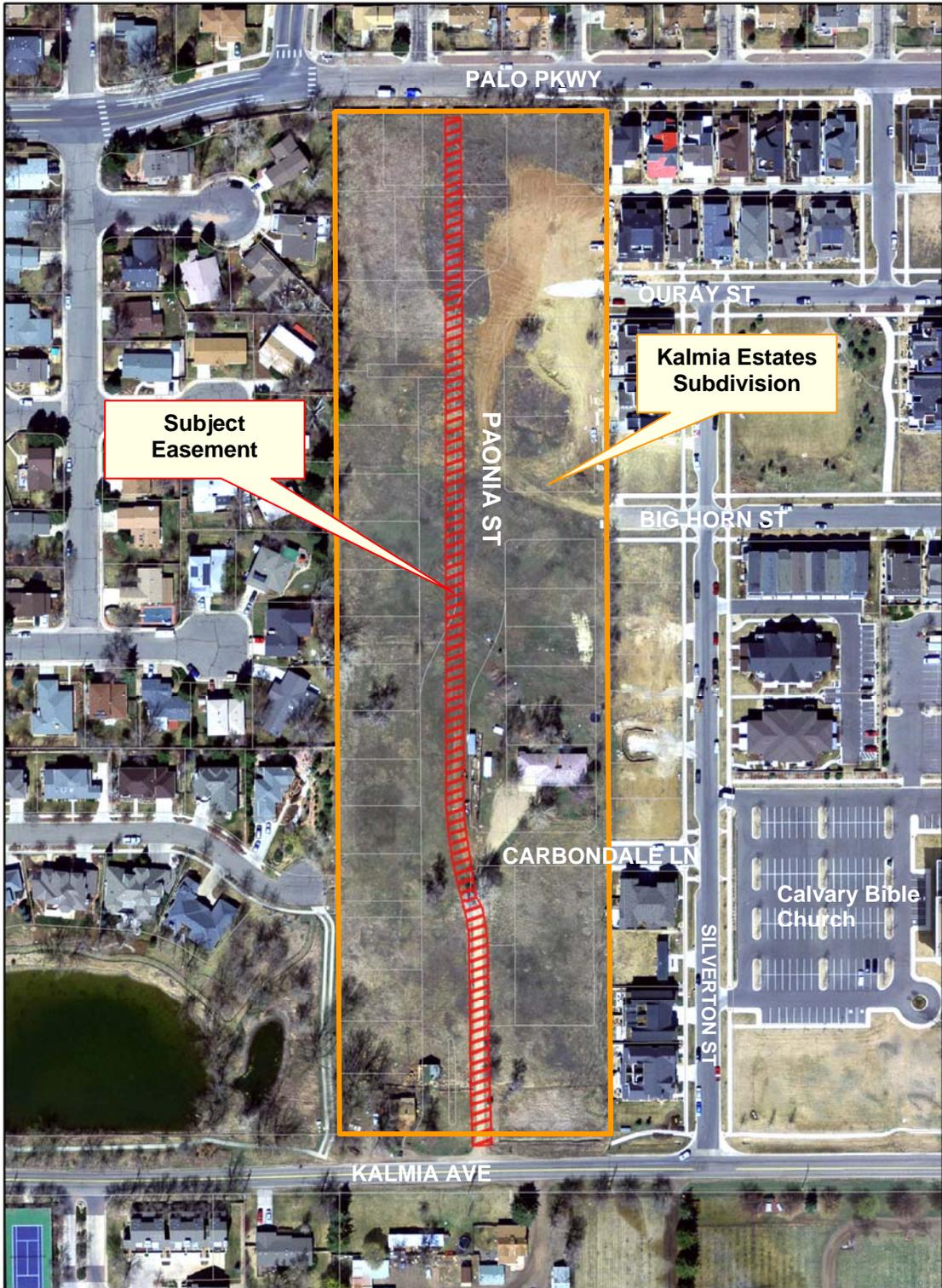
Notice of the vacation will be advertised in the Daily Camera within the 30 day call up period. Staff has received no written or verbal comments adverse to the vacation.

NEXT STEPS:

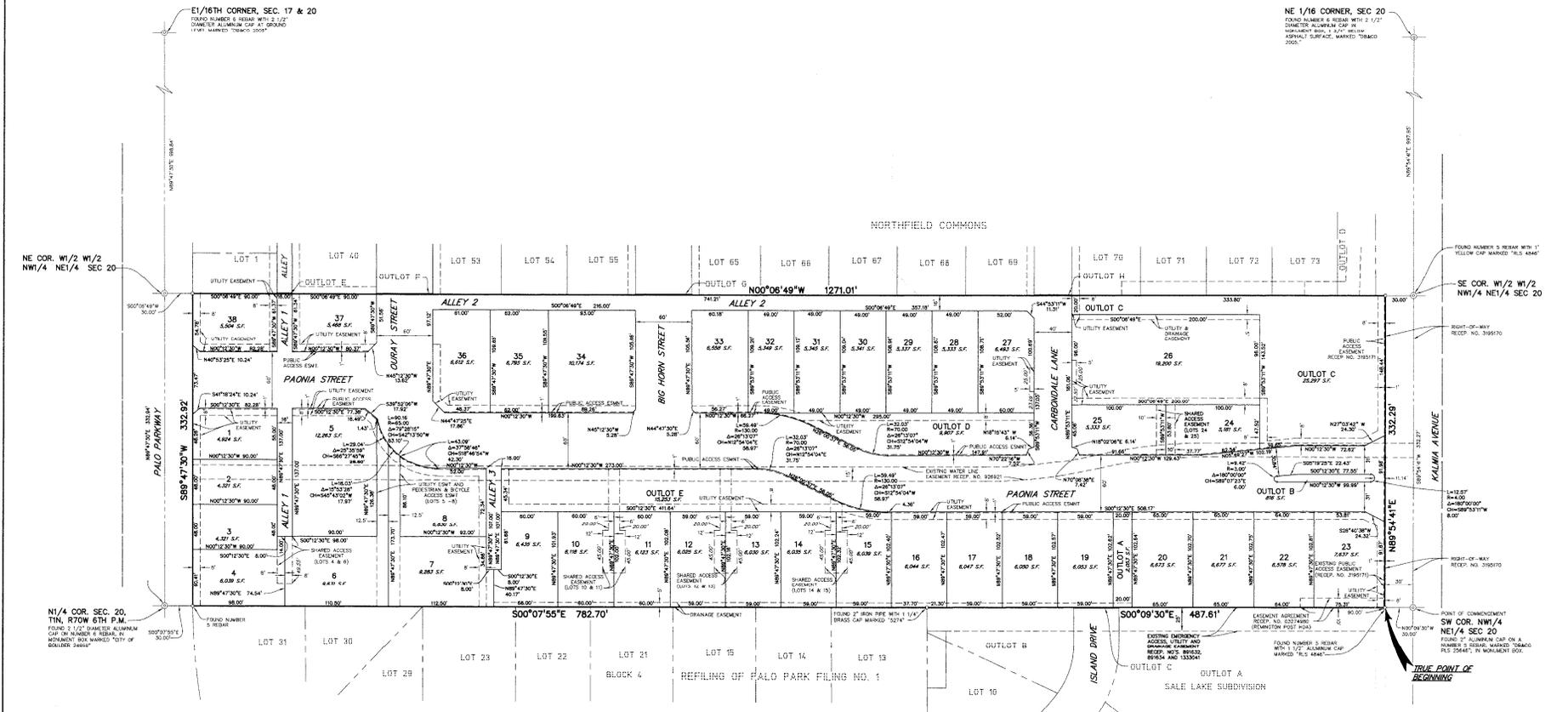
If the requested vacation is not called up by City Council then the Deed of Vacation (**Attachment C**) will be recorded. If the requested vacation is called up, and subsequently denied, the applicant will be limited to development on the property outside of the easement area.

ATTACHMENTS:

- Attachment A: Vicinity Map
- Attachment B: Site Plan
- Attachment C: Deed of Vacation
- Attachment D: Exhibit A
- Attachment E: Notice of Disposition

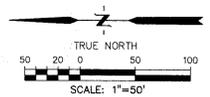


FINAL PLAT
KALMIA ESTATES SUBDIVISION
A SUBDIVISION LOCATED IN THE N1/2 OF SECTION 20, T1N, R70W OF THE 6TH P.M.,
CITY OF BOULDER, COUNTY OF BOULDER, STATE OF COLORADO
TOTAL AREA = 9.704 ACRES
SHEET 2 OF 2



OUTLOT	AREA (SF)	OWNERSHIP	INTENDED USE
A	2,053	HOA	UTILITIES, DRAINAGE AND PEDESTRIAN & BICYCLE ACCESS AREA
B	816	HOA	UTILITIES AREA
C	25,297	HOA	DRAINAGE, UTILITIES, PUBLIC ACCESS (FOR THE BENEFIT OF LOT 26), PRIVATE DRIVEWAY, LANDSCAPING
D	9,907	HOA	UTILITIES AND PEDESTRIAN & BICYCLE ACCESS
E	15,253	HOA	UTILITIES AND PEDESTRIAN & BICYCLE ACCESS

USE	AREA (SF)
RESIDENTIAL LOTS 1-38	256,199
OUTLOTS	53,326
DEDICATED PUBLIC RIGHT-OF-WAYS	113,199
TOTAL SITE AREA	422,724



For Administrative Purposes Only
Address: 3015 Kalmia Ave.
Case No. ADR2013-00078

DEED OF VACATION

The City of Boulder, Colorado does hereby vacate and release to the present owners of the subservient land, in a manner prescribed by Section 8-6-10(b), B.R.C. 1981, the following utility easement previously dedicated to the City of Boulder and recorded in the records of the Boulder County Clerk and Recorder at Film 681, Reception No. 926921, on the 14th day of October, 1969, located at 3015 Kalmia Avenue and as more particularly described as follows:

See Exhibit A attached hereto and incorporated herein by reference.

The within easement vacation and release of said easement shall extend only to the portion and the type of easement specifically vacated. The within vacation is not to be construed as vacating any rights-of-way or easements or cross-easements lying within the description of the vacated portion of the easement.

Executed this _____ day of _____, 2013, by the City Manager after having received authorization from the City Council of the City of Boulder, Colorado.

CITY OF BOULDER, COLORADO

By: _____
Jane S. Brautigam,
City Manager

Attest:

City Clerk

Approved as to form:

H. Lee P. 6-5-2013
City Attorney's Office



EXHIBIT A
PAGE 1 OF 2

Drexel, Barrell & Co.

Engineers/Surveyors

MAY 6, 2013

LEGAL DESCRIPTION

**Boulder
Colorado Springs
Steamboat Springs
Grand Junction**

1800 38th Street
Boulder, CO 80301-2620

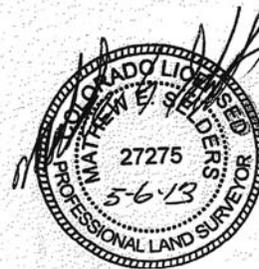
303.442.4338
303.442.4373 Fax

A TRACT OF LAND BEING THAT PARCEL DESCRIBED ON FILM 681 AS RECEPTION NO. 926921, LOCATED IN THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 1 NORTH, RANGE 70 WEST OF THE 6TH P.M., COUNTY OF BOULDER, STATE OF COLORADO, SAID TRACT OF LAND BEING 15 FEET WIDE AND LYING 7.5 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE

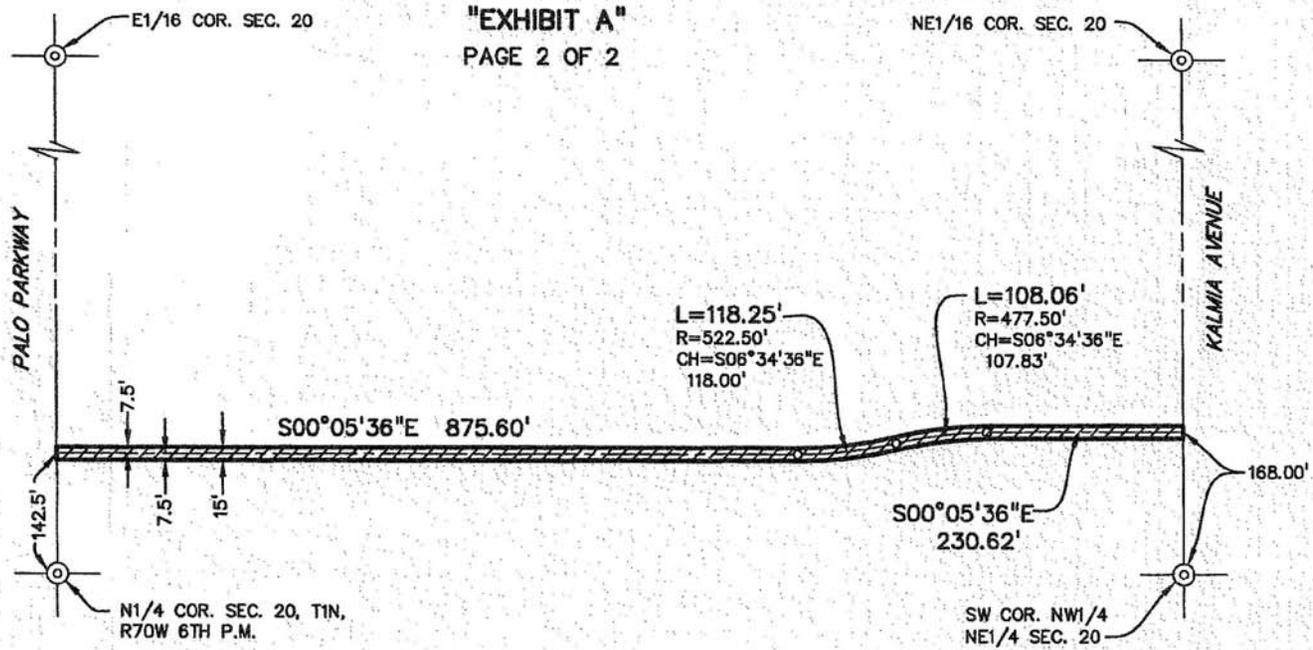
BEGINNING AT A POINT ON THE NORTH LINE OF SAID SECTION 20 WHICH IS 142.5 FEET EASTERLY FROM THE NORTH QUARTER CORNER OF SAID SECTION 20; RUNNING THENCE SOUTH 00°05'36" EAST 875.60 FEET PARALLEL WITH THE NORTH-SOUTH CENTERLINE OF SAID SECTION 20, TO THE POINT OF CURVATURE OF A 522.50 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 118.25 FEET TO A POINT OF REVERSE CURVATURE (THE LONG CHORD OF SAID ARC BEARS SOUTH 06°34'36" EAST 118.00 FEET); THENCE ALONG THE ARC OF A 477.50 FOOT RADIUS CURVE TO THE RIGHT 108.06 FEET TO ITS POINT OF TANGENCY (THE LONG CHORD OF SAID ARC BEARS SOUTH 06°34' 36" EAST 107.83 FEET); THENCE SOUTH 00°05'36" EAST 230.62 FEET MORE OR LESS TO A POINT ON THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20 WHICH IS 168.00 FEET EASTERLY FROM THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 20.

Legal Description Prepared By

Mathew E. Selders
Colorado License No. 27275
1800 38th Street
Boulder, CO 80301
303-442-4338



"EXHIBIT A"
PAGE 2 OF 2



LEGEND

 PORTION OF UTILITY EASEMENT TO BE VACATED
AREA = 19,988 SQ. FT.



SCALE 1" = 200'

NOTE

THIS MAP IS NOT A LAND SURVEY PLAT OR AN IMPROVEMENT SURVEY PLAT. THE PURPOSE OF THIS MAP IS TO GRAPHICALLY SHOW THE LOCATION OF THE TRACT OF LAND DESCRIBED IN THE ACCOMPANYING LEGAL DESCRIPTION.



EXHIBIT MAP OF A TRACT OF LAND LOCATED IN THE NW1/4 OF THE NE1/4 OF SECTION 20, T1N, R70W OF THE 6TH P.M., COUNTY OF BOULDER, STATE OF COLORADO

IN ACCORDANCE WITH CRS 13-80-105;
NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

Drexel, Barrell & Co. Engineers/Surveyors
1800 38TH STREET BOULDER, COLORADO 80501 (303) 442-4338
COLORADO SPRINGS, COLORADO (719) 280-0887
GRAND JUNCTION, COLORADO (970) 297-1350
STEAMBOAT SPRINGS, COLORADO (970) 879-1823

Revisions - Date	Date	Drawn By	Job No.
	4/30/13	SDS	S2550-12
	Scale	Checked By	Drawing No.
	1"=200'	MES	IN FILE



CITY OF BOULDER
Community Planning and Sustainability

1739 Broadway, Third Floor • P.O. Box 791, Boulder, CO 80306-0791
phone 303-441-1880 • fax 303-441-3241 • web www.bouldercolorado.gov

ADMINISTRATIVE REVIEW
NOTICE OF DISPOSITION

You are hereby advised that the following action was taken by the Planning Department:

DECISION: Approved
DATE: July 10, 2013
REQUEST TYPE: Vacation/Easement
ADDRESS: 3015 Kalmia Ave.
APPLICANT: Jeff Eckert
CASE #: ADR2013-00078
LEGAL DESCRIPTION: Kalmia Estates Subdivision, City of Boulder, County of Boulder, Colorado
DESCRIPTION: UTILITY EASEMENT VACATION to vacate a fifteen-foot utility easement in association with the Kalmia Estates subdivision. The water main previously located in the subject easement has been relocated and there is no public need for the portion of utility easement to be vacated.

FINAL DECISION STANDARDS:

Approved as submitted. This application is approved per the criteria for Vacation of Public Easements as set forth in section 8-6-10, B.R.C. 1981. This approval does not constitute building permit approval.

This approval is limited to the vacation of an existing fifteen-foot utility easement (19,988 square feet in area), previously dedicated to the City of Boulder and recorded in the records of the Boulder County Clerk and Recorder at Film 681, Reception No. 926921 on October 14, 1969.

The easement is no longer needed because the water main previously located in the easement has been removed. The easement currently affects the development of Lots 2, 5, 8, 24 and 25 of the Kalmia Estates Subdivision (Reception No. 03291047).

INFORMATIONAL COMMENTS:

Pursuant to section 8-6-10(b), B.R.C. 1981, approval of an easement vacation "is not effective until thirty days after the date of its approval. Promptly after approving the vacation, the manager will forward to the city council a written report, including a legal description of vacated portion of the easement and the reasons for approval. The manager will publish notice of the proposed vacation once in a newspaper of general circulation in the City within thirty days after the vacation is approved. Upon receiving such report and at any time before the effective date of the vacation, the council may rescind the manager's approval and call up the vacation request for its consideration at a public hearing, which constitutes a revocation of the vacation."

This decision is final and may not be appealed. A new request may be considered only as a new application.

Approved By:

S Walbert

Sloane Walbert, Planning Department



INFORMATION PACKET MEMORANDUM

To: Members of City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
Heather Bailey, Executive Director of Energy Strategy and Electric Utility Development

Date: August 6, 2013

Subject: Information Item: Boulder's Energy Future Budget Update

Budget Update

The municipalization exploration work plan represents a significant undertaking. In particular, the legal and technical work necessary to determine the final costs for potential acquisition of the local distribution system and launch of a municipal utility will be a considerable investment. Recognizing this, in 2011, city voters approved an increase to the Utility Occupation Tax in the amount of \$1.9 million a year. The use of this tax revenue has been allocated to the following categories:

- Legal services (condemnation and FERC Counsel)
- Consulting services related to possible municipalization and separation of Xcel Energy's (Xcel's) system (engineering and appraisal services)
- Salary and benefits (Executive Director of Energy Strategy and Electric Utility Development)
- Purchased services and supplies (office space and supplies)

Following the voter approval in November 2011, the city has focused its "energy future" work efforts on exploring municipalization. Work plan items completed since the last budget update to council include:

- The results of ongoing modeling and analysis, which shows a municipally owned electric utility could still meet the charter metrics.
- The qualitative analysis which illustrated the value of choosing between a municipally owned utility and the status quo with Xcel.

- The report of the City/Xcel Task Force and recommended next steps.
- The recommendations from the Governance Working Group.
- Recommendations from staff to move forward with the next steps supporting municipalization, which include approval of an ordinance authorizing the condemnation of Xcel's assets as appropriate, if negotiations to acquire are not successful. In addition, staff recommended continuing to work with Xcel and the Task Force to better understand Xcel's proposal and find ways to collaborate to achieve Boulder's Energy Future Goals.

The 2013 total budget of \$3,251,935 is funded from the Utility Occupation Tax, a one-time general fund request of \$303,000 allocated to support high priority staffing needs for this project and \$1,048,935 prior year carryover from 2012. The carryover reflects savings from hiring the director mid-year in 2012 and a delay in spending for legal fees to negotiate the purchase of the system and engineering fees to assess and determine the technical capabilities of the system. Expenditures have been within the limitations of this budget. To date, we have spent \$1,431,835 and have committed \$1,501,813 for the remainder of the year for consulting and purchased services and supply contracts.

The 2013 sources and uses for this effort are provided in the chart below. In the uses section, staff identified uses paid as well as contract commitments and agreements through July 2013.

2013 Energy Strategy and Electric Utility Development Department Budget					
<u>2013 SOURCES:</u>					
Utility Occupation Tax	1,900,000				
One-time General Fund	303,000				
2012 Encumbrance Carryover (\$1.9M Utility Occupation Tax)	417,364				
2012 Carryover (Environmental Reserve GF)	10,000				
2012 Carryover (\$1.9M Utility Occupation Tax)	621,571				
Total 2013 Sources	3,251,935				
<u>2013 USES:</u>					
	<u>Budget</u>	<u>Contingency Allocation</u>	<u>Paid</u>	<u>Encumbered</u>	<u>Balance</u>
Personnel	663,000		374,039	288,961	0
Legal Services	1,400,067		574,241	825,826	0
Consulting Services	431,036	287,616	397,700	320,952	0
Purchased Services & Supplies	126,261	25,668	85,855	66,074	0
2012 Carryover	631,571	-313,284	0	0	318,287
Total 2013 Uses	3,251,935	0	1,431,835	1,501,813	318,287

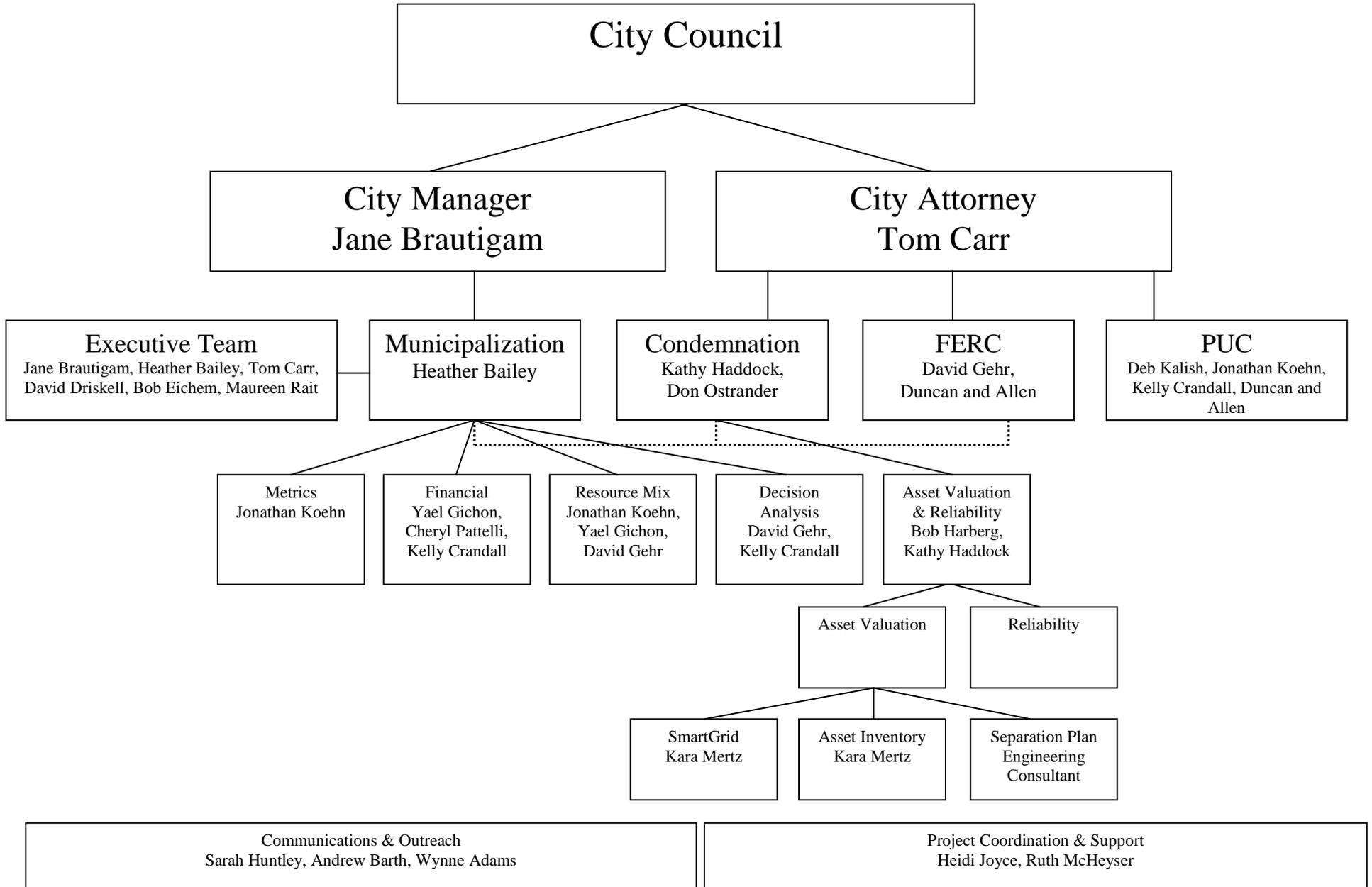
Other staff resources assigned to this effort have been allocated within existing budgets and are separate from the \$1.9 million Utility Occupation Tax revenue and \$303,000 one-time general fund request. This is in alignment with the overall priority of this effort and existing roles, responsibilities and funding, as well as the approach historically taken with other significant and cross-departmental city projects. As a reminder, an organizational chart showing those assigned to this project and their areas of focus is included as **Attachment A**. A list of staff working on this effort, the percentage of time spent in 2013 on the project and associated budget allocation is provided in **Attachment B**.

Attachments:

Attachment A: Organizational Chart

Attachment B: Staffing Resources

ATTACHMENT A
Organizational Chart



ATTACHMENT B

Boulder's Municipalization Exploration Project
 2013 Staffing Resources
 January - June, 2013

Executive Director	Source of Funding	% of Time
Heather Bailey	Utility Occupation Tax	100
<i>\$165,495 Utility Occupation Tax</i>		

Executive Team	Source of Funding	% of Time
Jane Brautigam	CMO Budget	8
Tom Carr	CAO Budget	15
David Driskell	CP&S Budget	4
Bob Eichem	Finance Budget	7
Maureen Rait	PW Budget	8
Patrick Von Keyserling	Communications Budget	2
\$44,792 Estimated Cost		

Project Team	Source of Funding	% of Time
Andrew Barth (Backfill)	General Fund (One-time GF Request)	100
Kelly Crandall	CP&S (CAP Budget)	93
David Gehr (Backfill)	CAO Budget	100
Yael Gichon	CP&S (CAP Budget)	95
Kathy Haddock	CAO Budget	41
Robert Harberg	PW Budget	31
Sarah Huntley	Communications Budget	43
Heidi Joyce	General Fund (One-time GF Request)	100
Deb Kalish	CAO Budget	30
Jonathan Koehn	CP&S Budget	80
Kara Mertz	CP&S (CAP Budget)	42
Cheryl Pattelli	Finance Budget	8
\$381,191 Estimated Cost		

Support	Source of Funding	% of Time
Wynne Adams	General Fund (One-time GF Request)	100, part-time hours
Tanya Ariowitsch	CP&S Budget	10
Brenda Dageforde	PW Budget	4
Joanna Domaglska	CP&S Budget	3
Brett Hill	CP&S Budget	3
Don Jensen	General Fund (One-time GF Request)	Temporary, hours vary
Ruth McHeyser	General Fund (One-time GF Request)	Temporary, hours vary
Sean Metrick	CP&S Budget	41
\$89,250 Estimated Cost		
<i>\$179,133 (\$303K One-time GF Request)</i>		
<i>\$336,100 Other Funding Sources</i>		



CITY OF BOULDER
Boards and Commissions Minutes

NAME OF COMMISSION: Boulder Arts Commission
DATE OF MEETING: February 16, 2013
NAME/EXTENSION OF PERSON PREPARING SUMMARY: Gregory Ravenwood (x4113)
MEMBERS: Brandy LeMae, Linda Haertling, Anna Salim, Ann Moss, Richard Turbiak STAFF: Gregory Ravenwood, Valerie Maginnis, Mary Wohl Haan, Mary Fowler, David Mallett, Peggy Bunzli, Tina Briggs, Mike Lamb, Jennifer Bray, Kathy Janosko COMMUNITY MEMBERS: Deana Miller, Joy Pak, Don McDonald, Carla Selby, Amy Tremper, Annette Coleman, Marda Kirn, Doris Hass, Alice McDonald, Charlotte LaSasso, Barbara Kostanick, David Dadone, Barbara Neal, Elizabeth Kennedy, Larry Kapstein, Bahman Saless, Devin Licata, Pasha Rudnick, Rebecca Stumpf, Laura Ann Samuelson
TYPE OF MEETING: REGULAR
<p>Call to Order & Approval of Minutes: The meeting was called to order at 5:02 p.m. The January 16 minutes were approved.</p> <p>Public Art: Details of the public art projects for Elks Park were presented and approved.</p> <p>Discussion Item: An Ad Hoc committee was created to complete recommendations on the Civic Area Project.</p> <p>Arts Department Assessment: A synopsis of the report was presented by consultants Deana Miller and Barbara Neal. Maginnis recommended that commissioners submit questions to her by end of February, which she would then facilitate answers for prior to the March BAC meeting.</p> <p>Boulder County Arts Alliance: The commission reviewed written reports provided for the 2012 collaboration between BAC and BCAA on the Boulder County Arts Leadership Forum and the Business of Arts Workshop. Resolution on two new proposals to continue these programs in 2013 was deferred until the March BAC meeting.</p> <p>Advancement Program Proposals: A request for reimbursement for professional development classes was approved for Annette Coleman. Scholarships to attend the Americans for the Arts Convention in Pittsburgh (June, 2013) were approved for Meredith Grundeil, Annette Coleman, David Dadone, Shoshana Fanizza, and James LaVita.</p> <p>Theater Rental/Marketing Assistance Proposals: Proposals were received from Dianela Acosta, Margarita Blush, Parlando School for the Arts (Travis LaBerge), Square Product Theatre (Emily Harrison), Betsy Tobin and The Upstart Crow, Inc. (Joan Bell). Proposals were funded at these amounts: Margarita Blush (\$1600), Parlando School for the Arts (\$3000), square product theatre (\$3000), Betsy Tobin (\$3000) and The Upstart Crow (\$3000).</p> <p>Mini-Grant Proposals: Proposals were received from Art as Action (Sarah Lerversee), Margarita Blush, Angie Burnham, Boulder Butoh Festival (Amelia Burns), Boulder Chamber Orchestra (Elizabeth Kennedy), Boulder Ensemble Theatre company (Heather Beasley), Jenn Calvano, Ana Maria Hernando, Historic Boulder, Inc. (Arianna Funk), Rosa Lawrence, Anna Mahorski, Holly McClelland, Nathan Montgomery, New Horizons PreSchools (Isolde Stewart), Seicento Baroque Ensemble (Deborah Vink), Rebecca Stumpf and Tinhouse Experimental Dance Theatre (Joanna Rotkin). Proposals were funded at these amounts: Rebecca Stumpf (\$1000), Historic Boulder Inc. (\$500), Ana Maria Hernando (\$1000), Art as Action (\$1000), Joanna Rotkin (\$1000), square product theatre (\$1000), Margarita Blush (\$1000), Boulder Ensemble Theater Company (\$1000), Nathan Montgomery (\$1000), Angie Burnham (\$1000), Rosa Lawrence (\$500), Jenn Calvano (\$700) and New Horizons Preschools (\$600).</p> <p>Arts in Education Proposals: Proposals were received from Art as Action (Sarah Lerversee), Boulder Ensemble Theatre Company (Heather Beasley), Boulder Philharmonic Orchestra (Kevin Shuck), Annette Coleman, Colorado Shakespeare Festival (Amanda Giguere), Frequent Flyers Productions, Inc. (Nancy Smith), LOCAL Theater Company (Pasha Rudnick), Katharine Noll, Virginia Schick and Tinhouse Experimental Dance Theatre (Joanna Rotkin). Proposals were funded at these amounts: Boulder High School (\$2470), LOCAL Theater Company (\$3000), Colorado Shakespeare Festival (\$3000), Art as Action (\$3000), Joanna Rotkin (\$3000), Boulder Philharmonic Orchestra (\$3000) and Frequent Flyers Productions, Inc. (\$2995).</p> <p>Grant Budget Reports: Reports were approved for Boulder Museum of Contemporary Art (2011 Arts in Education Grant – Art Stop on the Go) and WreckingBall Theater Lab (2012 Theater Rental/Marketing Assistance Grant – Moulin Scrooge).</p> <p>Adjournment: The meeting was adjourned at 8:25 p.m.</p>
ATTACH BRIEF DETAILS OF ANY PUBLIC COMMENTS: Don McDonald presented a proposal to honor Boulder's Nobel Prize winners through a public art project intended for the Pearl Street Mall or City Courthouse. Boulder Library Foundation president Barbara Kostanick voiced concerns in relation to the Arts Assessment and availability of library facilities for programs funded by the Foundation.
TIME AND LOCATION OF ANY NEXT MEETINGS: 5:30 p.m., Wednesday, March 20, 2013 in the North Meeting Room, Boulder Public Library, 1001 Arapahoe Avenue.



CITY OF BOULDER
Boards and Commissions Minutes

NAME OF COMMISSION: Boulder Arts Commission
DATE OF MEETING: July 24, 2013
NAME/EXTENSION OF PERSON PREPARING SUMMARY: Gregory Ravenwood (x4113)
MEMBERS: Felicia Furman, Richard Turbiak, Anna Salim, Ann Moss STAFF: Greg Ravenwood, Valerie Maginnis, Mary Wohl Haan, Mary Fowler, David Mallett, Sam Assefa, Lesli Ellis COMMUNITY MEMBERS: Chelsea Pohl, Annette Coleman, Marda Kirn
TYPE OF MEETING: REGULAR
<p>Call to Order & Approval of Minutes: The meeting was called to order at 5:30 p.m. The June 19 minutes were approved.</p> <p>Civic Area Plan: Assefa and Ellis presented an update on the the Civic Area Plan and the commissioners provided additional feedback on performance venues.</p> <p>Grant Project Status Updates: Memos from Marda Kirn and Nancy Smith were reviewed and extension requests for their projects were granted.</p> <p>Director's Memorandum: Maginnis reviewed items detailed in her memorandum, including the public art projects for the Library's renovation project, the Arts Manager recruitment process, the proposed NoBo Art District community meeting and the proposed deaccessioning of Boulder Municipal Airport public art sculpture.</p> <p>Collaborative Arts Project: Salim spoke to her meetings with BMOCA, the Dairy, CU Presents and Boulder Bach who wish to bring the arts community together for a larger collaborative project.</p> <p>Delinquent Grant Budget Reports: Ravenwood reviewed arts grant recipients with delinquent grant budget reports.</p> <p>Letter proposing General Operating Grant Category: A letter from local artists regarding their desire for the BAC to create a general operating support grant was reviewed. The commissioners ultimately agreed that this topic should have some part in the conversation of the BAC grant categories later in the meeting.</p> <p>Arts and Business Collaborative Grant Criteria and Q&A Session: The three criteria noted for the ABC Grant were reviewed and the commissioners suggested these changes for scoring: 1) collaborative and mutually beneficial = 45%; 2) meeting an artistic or cultural need in the community = 30%; and 3) profitability = 25%. Pohl asked if the weights just discussed would be implemented for the upcoming grant round. She noted her desire for higher character counts in the text fields to provide more information. Coleman spoke to the possibility that the ABC grant category would be discontinued in 2014, noting that it would create hardship for artists who were anticipating its availability.</p> <p>Grant Categories Discussion: The Commissioners responded to queries from Mallet who recorded the consensus on the topics, with the intention of producing a comprehensive document to present to the commissioners prior to the next meeting.</p> <p>Proposal for Rent Free Space at Macky Auditorium: The application from Irene Vilar for use of Macky Auditorum for the Americas Latino Festival was rejected for failure to submit the rental confirmation letter.</p> <p>Grant Budget and AFTA Convention Scholarship Reports: Moss motioned to approve all reports presented [Boulder Fringe Festival – 2013 Major Grant (Five 5ths: Macbeth); Boulder Philharmonic Orchestra – 2013 Arts in Education Grant (Discovery Concerts); Jenn Calvano – 2013 Mini-Grant (The Love of Three Oranges); The Catamounts – 2012 Arts in Education Grant (Songs of China); Annette Coleman, David Dadone, Meredith Grundei, Shoshana Fanizza and James LaVita – 2013 Americans for the Arts Convention Scholarships; Parlando School for the Arts – 2012 Arts in Education Grant (At-Risk Music Class Educational Collaborative Project); Parlando School for the Arts – 2013 Theater Rental Grant (Musical Theater Production of "Annie!")] Salim seconded and the motion passed unanimously.</p> <p>Adjournment: The meeting was adjourned at 8:58 p.m.</p>
ATTACH BRIEF DETAILS OF ANY PUBLIC COMMENTS: Chelsea Pohl spoke to her intended application to the Arts and Business Collaborative Grant category, the Boulder Tattoo Project, and presented packets of information.
TIME AND LOCATION OF ANY NEXT MEETINGS: 6 p.m., Wednesday, August 21, 2013 in the North Meeting Room, Boulder Public Library, 1001 Arapahoe Avenue.

**CITY OF BOULDER
LANDMARKS BOARD**

June 5, 2013

**900 Baseline Road, Chautauqua, Community House, Grand Assembly Room
7:30 p.m.**

The following are the summary minutes of the June 5, 2013 City of Boulder Landmarks Board meeting. A digital recording and a permanent set of these minutes (maintained for a period of seven years) are retained in Central Records (telephone: 303-441-3043). You may also listen to the recording on-line at: www.boulderplandevlop.net.

BOARD MEMBERS:

Mark Gerwing, Chair

Kirsten Snobeck

Liz Payton

Nick Fiore

*Bryan Bowen

**Planning Board representative without a vote*

BOARD MEMBERS ABSENT:

Kate Remley

STAFF MEMBERS:

Susan Richstone, Deputy Director of Community Planning & Sustainability

Lesli Ellis, Comprehensive Planning Manager

James Hewat, Senior Historic Preservation Planner

Marcy Cameron, Historic Preservation Planner

Nicholas Wharton, Historic Preservation Intern

1. CALL TO ORDER

The roll having been called, Chair **M. Gerwing** declared a quorum at **6:56 p.m.** and the following business was conducted.

2. APPROVAL OF MINUTES

On a motion by **L. Payton**, seconded by **K. Snobeck**, the Landmarks Board approved (3-0) the minutes of the May 1, 2013 board meeting.

On a motion by **K. Snobeck**, seconded by **N. Fiore**, the Landmarks Board approved (4-0) the minutes of the May 15, 2013 board meeting as amended.

3. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

**4. DISCUSSION OF LANDMARK ALTERATION AND DEMOLITION
APPLICATIONS ISSUED AND PENDING**

5. ACTION ITEMS

A. DISCUSSION TO PROVIDE INPUT ON THE HISTORIC PRESERVATION PLAN RECOMMENDATIONS AND ACTION ITEMS.

DISCUSSION QUESTIONS

1. Does the Landmarks Board have feedback on the preliminary plan themes and recommendations identified on page 5?
2. In the near-term, what should be the top action items for the Historic Preservation program?

B. INITIATION OF LANDMARK DESIGNATION

Public hearing and consideration of an application to designate the house and a portion of the property at 3015 Kalmia Avenue as a local historic landmark, to be known as the Alfred and Laura Lundgren House, per Section 9-11-5 of the Boulder Revised Code, 1981 (HIS2013-00038) Applicant/Owner: Kalmia Estates, LLC

Board members were asked to reveal any ex-parte contacts they may have had on this item.

M. Gerwing site visit

L. Payton none

K. Snobeck site visit

N. Fiore none

Staff Presentation

M. Cameron presented a PowerPoint presentation to the board.

Applicant's Presentation

Jason Markel, 3215 Ouray, Boulder, Representative of Kalmia Estates Development, LLC, answered questions from the board.

Public Hearing

Eric Grosinger, Boulder Apartments, 2865 Baseline Rd., spoke in support of the landmark designation.

Motion

On a motion by **L. Payton**, seconded by **K. Snobeck**, the Landmarks Board forwarded to City Council (4-0) an application to designate the building at 3015 Kalmia Avenue as a local historic landmark, to be known as Lundgren-Harper House, finding that it meets the standards for individual landmark designation in Sections 9-11-1 and 9-11-2, B.R.C., 1981, and adopts the staff memorandum including the following as findings of the board:

FINDINGS

The Landmarks Board finds, based upon the application and evidence presented, that the proposed designation application, subject to the conditions of approval, will be consistent with the purposes and standards of the Historic Preservation Ordinance, and:

1. The proposed designation will protect, enhance, and perpetuate a building reminiscent of past eras and persons important in local and state history and provide a significant example of architecture from the past. Sec. 9-11-1(a) B.R.C. 1981.
2. The proposed designation will maintain an appropriate setting and environment and will enhance property values, stabilize the neighborhood, promote tourist trade and interest, and foster knowledge of the city's living heritage. 9-11-1(a), B.R.C. 1981.
3. The proposed designation draws a reasonable balance between private property rights and the public interest in preserving the city's cultural, historic, and architectural heritage by ensuring that demolition of buildings important to that heritage will be carefully weighed with other alternatives. 9-11-1(b), B.R.C. 1981.
4. The proposed designation is consistent with the criteria specified in Section 9-11-5(c), B.R.C. 1981.

6. MATTERS FROM THE LANDMARKS BOARD, PLANNING DEPARTMENT AND CITY ATTORNEY

- A. Chautauqua ADA Restrooms
- B. Update Memo
- C. Historic Preservation Logo
- D. Landmarks Board Retreat Recap
- E. Subcommittee Update
- F. Structures of Merit Update
- G. Grandview Buildings Update
- H. Floral Park Design Guidelines Update
- I. Lippolot Livery Way Signage Update
- J. 11th and Pearl Update

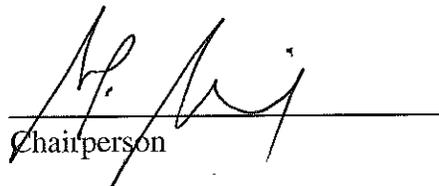
7. DEBRIEF MEETING/CALENDAR CHECK

8. ADJOURNMENT

The meeting adjourned at 9:31 p.m.

Approved on July 18, 2013

Respectfully submitted,


Chairperson

**Approved Minutes
Boulder Public Library Commission meeting
June 5, 2013 at the Main Library**

COMMISSION MEMBERS PRESENT

Anne Sawyer
Celeste Landry
Donna O'Brien
Anna Lull

COMMISSION MEMBERS ABSENT

Dan King

LIBRARY STAFF MEMBERS PRESENT

Valerie Maginnis, Library & Arts Director
Jennifer Miles, Deputy Library Director
Leanne Slater, Administrative Specialist
Crystal Niedzwiadek, Teen Librarian
Mary Jane Holland, Children and Teen Library Manager
Ghada Elturk, Outreach Librarian
Gwen Holton, Branch Library Specialist
Lacey Bearden, Library Shelving Aide

CITY STAFF MEMBERS PRESENT

Glenn Magee, Facilities Design and Construction Manager
Maureen Rait, Executive Director of Public Works
David Mallett, Budget Analyst
Jennifer Bray, Communication Specialist III

PUBLIC PRESENT

Alice McDonald, Lacy Bearden, Amy Tremper, Sharon Morris (Director of Library Development at the Colorado State Library), and Judy Volc.

BOULDER TEEN ADVISORY BOARD MEMBER PRESENT (BTAB)

None

REPRESENTATIVES FROM STUDIOTROPE

Brigitte Kerr, Designer
Joseph Montalbano, Managing Partner

PRESENTERS

Jamie LaRue, Director of Douglas County Libraries

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

APPROVAL OF AGENDA

Agenda Items B & C were added under Matters from the commission.

Two agenda items, flood assessment update and timeline for the patron survey have been added to the July meeting's agenda.

PUBLIC PARTICIPATION

1. Amy Tremper from the Holiday neighborhood (in north Boulder) updated the commission about the success of the Little Lending Libraries at Lucky's and in the Holiday neighborhoods. Both libraries are going so well that they are almost completely out of children's books.

She mentioned one of tonight's agenda items (regarding the concept of a north Boulder library station operating in the WestView Apartments storefront) and the community input meetings that are [proposed to] happen in July. In light of this, Ms. Tremper invited everyone to attend an event in Holiday Park on July 13. At this event will be: food cooked by the Boulder Shelter, Boulder Housing Partners (BHP) will offer Izze drinks, live music, and artists (of the Little Lending Libraries). She said that Parks and Recreation is planning to have a table at the event to talk about the park and that the library is also welcome to be involved.

Tremper also mentioned that she hopes that the Planning Department will also attend this event. She told the commission that Planning is currently working on the north Boulder sub-community plan and that they are not currently planning to consider the following:

- the potential of a north Boulder storefront/branch
- traffic concerns
- the art district.

Tremper said that she will be speaking at the Planning Board's meeting tomorrow in favor of consideration of the items above.

2. Alice McDonald told the commission that Diana Sherry, former employee of Boulder Public Library and founder of BoulderReads!, would be recognized at a community event (an awards luncheon) put on by the Boulder Chamber called Women Who Light Up the Community. Ms. McDonald hoped the Library Commission would somehow recognize Diana for the work that she has done for the library and the community.

CONSENT AGENDA

A. APPROVAL OF MAY 1, 2013 MINUTES

Landry moved and O'Brien seconded that the May 1, 2013 minutes be approved as amended. The motion passed unanimously (4-0, King absent.)

B. COMMISSION UPDATE (FROM MEMO)

None.

C. LIBRARY UPDATE (FROM MEMO)

Agenda Item D, under Matters from the commission was added to the agenda.

PRESENTATIONS

A. JAMIE LARUE, DIRECTOR OF DOUGLAS COUNTY LIBRARIES PRESENTATION OF BENEFITS/TRADE-OFFS OF LIBRARY DISTRICTS AND DOUGLAS COUNTY'S EXPERIENCE (37 MINUTES)

Jamie LaRue worked on library districts in Springfield, IL and in Greeley before turning his attention to creating a library district in Douglas County. The Douglas County Public Library went from being the worst in the state in 1990 to, 15 years later, #1 in the nation. (See Hennen's American Public Library 2009 ratings based on data collected in 2006.)

<http://www.haplr-index.com/HAPLR100.htm>) Douglas County has gone from having 4 library facilities to 7. (The new libraries were all built with cash.) The district asked for a 1.5 mill levy in 1990 and then an increase to 4 mills in 1996 - equivalent to \$60/year for a typical homeowner.

LaRue noted that more than half of the libraries in Colorado are now library districts and argued that it is because districts are the best governance structures. He passed out a chart (see the meeting handout posted on the Commission webpage <http://boulderlibrary.org/pdfs/commission/2013/handouts/13JunMeetingHandouts.pdf>) showing the main considerations when creating a library district. The state has helpful resource people, including Sharon Morris who was in attendance.

LaRue elaborated on the advantages of a district:

- districts on average have a 20% higher performance across the board than non-district libraries,
- dependence on a property tax rather than a sales tax gives libraries a two-year warning about an economic downturn,
- citizens support libraries more than politicians, and
- libraries can focus on services rather than looking for dollars.

The successful campaign to become a library district is followed by a year of transition. A big part of the both the campaign and the transition is having a transparent process. It's also very important to have stories that show the value of a library. For instance, every tax dollar spent on libraries results in \$5 to \$6 in services. Downsides of forming a library district are that there is a learning curve and that a library trustee has "no life" during the transition year when there the library is typically under an intergovernmental agreement (IGA). The new library district's governing authority is typically appointed by the governing authorities of the original area, e.g., city councils and county commission.

There are two options for placing a library district issue on the ballot: by citizen petition or by resolution of the local governing authority/ies. Under the Taxpayer Bill of Rights (TABOR) the wording of the ballot issue can be as follows, "Shall a district be created at *this* mill rate that generates *this much money* the first year?" LaRue said that after that if the assessed valuation grows faster than the general consumer price index (CPI) than the mill levy might get lowered; the district could also ask to be de-Bruiced which would allow the additional tax money to be retained.

If there is no debt on the facilities, usually the facilities become the property of the new governing authority along with all the costs of running it. If there is debt service to be retired, the original owner may keep the facility until the debt is paid off, just charging the district a nominal fee, say, \$1 a year. If there are bad feelings between the original governing authority and the new district, the original authority may choose to give the facilities to the district for a limited amount of time during which the district will work on acquiring a new facility.

B. 2013 SUMMER READING PROGRAM- MARY JANE HOLLAND AND CRYSTAL NIEDZWIADK (13 MINUTES)

Crystal Niedzwiadek, the new Teen Services Librarian, introduced herself and explained her professional background and shared that she is very excited to be here.

Holland presented information regarding the children's Summer Reading Program (SRP) including an excerpt from Bill Harley's song, "You're in Trouble." (More information can be found at <http://bplnow.boulderlibrary.org/event/kids-family/summer-reading>). The Teen program this summer was planned along with the BTAB and is called the Teen Film Nexus. (More information can be found at <http://boulderlibrary.org/youth/>). Holland shared the following statistics:

810 children signed up at the Main Library, 197 at the Meadows branch and 125 children signed up at the Reynolds branch. (More information can be found at <http://boulderlibrary.org/youth/>). The commission was impressed with how many events were included in this year's SRP, especially in the midst of the library's renovation project.

COMMISSION PRIORITY DISCUSSION AND INPUT

A. MAIN LIBRARY RENOVATION PROJECT UPDATE – STUDIOTROPE TO PRESENT A SUMMARY OF THE RESULTS FROM THE INREACH AND COMMUNITY AGREE MEETING; DISCUSSION AND SIGN-OFF ON MAIN LIBRARY RENOVATION PLANS (55 MINUTES)

Brigitte Kerr, designer and Joseph Montalbano, managing partner presented a summary to the Library Commission regarding the results of the InReach and Community Agree meeting, the Look Books that were sent to the commission, and discussed the Main Library Renovation plans. Montalbano displayed some visual renderings of the proposed designs.

Montalbano explained, visually, the ways that people will “flow” through the building after the renovation. He said that a better flow will help to create better connections, which helps with idea development, and more serendipitous discoveries.

During the “walkthrough”, Commission discussed the following issues/concerns with studiotrope and library staff:

- why the narrower “sandbar” entrance? We’ve taken away primary staff spaces in the heart of the building to improve the sight lines and flow of the library, we’ve moved staff offices to the entrance area. This will be more efficient to respond to service issues too.

- while lower shelving improves line-of-sight and security, we don’t want it affecting the size of the collection. Moving from 6 foot shelves (which don’t use the bottom shelf as it’s difficult for some patrons to reach) to 3 foot shelves, how are we accommodating the full collection without making it difficult to reach?

- just started to assess the collection needs with staff
- bottom shelf may be raised above floor level; combination of 3’ and 5’ shelving
- looking at collection maintenance based on the age of the items, their condition, and how they are used
- a different footprint and more efficient shelving (fuller shelves) may reduce the numbers for “inches” of shelving space needed

- how will the steeper ramps impact those with disabilities? and how will the end of tunnel “corral” affect emergency exit? Montalbano explained that the ramps will be within code and the “corral” is just meant to be a terminus of the ramp being an object, not a narrowing of width.

- having an enclosed teen space is something BTAB requested early in this process; yet it’s currently designed as open. Teens will naturally make noise, but being enclosed doesn’t necessarily imply to be a license to be rowdy. They want the ability to have smaller (non-public) performances (music, poetry slam, etc.) in their teen area without impacting the rest of the library. Can we change this to be enclosed? or could it be optionally open/closed like the rapids area? BTAB also requested a sink for water access

in teen space; this is being considered in the budget and by librarians.

- are we incorporating plants since people love the trees? This improves air quality and is unique. Since the trees are likely going away, what will replace the verticality of the trees?

- looking at plants and other natural elements; big plants are expensive and require maintenance, so we should think about this early.
- looking at public art to fill vertical spaces

- for the entrance technologies - these computer display areas could be an opportunity for innovation; can we work with Boulder technology partners to create something innovative and interactive?

O'Brien commented that after seeing the initial 3D run through of the library redesign at the Agree meeting, she was very excited and moved by the photographs and design opportunities to make the building we love richer, more attractive, and fix problem areas. It was an emotional experience. Commissioners agreed.

Sawyer moved and O'Brien seconded a motion which stated support for the design proposals as presented along with the ideas suggested by the commission and the pieces that are still left to be designed, withstanding. The motion also supported proceeding with the design development. The motion passed unanimously (4-0, King absent.)

(More information can be found at <http://news.boulderlibrary.org/>).

B. LIBRARY PROGRAM PRIORITIES AND LONG-RANGE PLANNING (23 MINUTES)

1. REVIEW OUTREACH GOAL INFORMATION

Maginnis read the Outreach Goal Objectives Summary, and then pointed out that BPL is beginning to look at outreach services through a different lens while not forgetting the underserved population indicated in the objectives. The new trends are to tailor services to the changing community and to enhance and promote the library's image. A specific example is "a librarian at every table," where librarians share their knowledge by being involved in child care councils, the Chamber of Commerce, and health care initiatives, i.e., untraditional settings outside of the library.

Four items from the Outreach Goal's Action Plan were not included in the packet and will be included in the July packet although there may not be any information for them.

Landry thought that several other items could be added to the Outreach Goal information, e.g., Family Place Library, notary services and the North Boulder Library station. Sawyer suggested that we add Feedback forms (paper and online) to Community Input. It was noted that there may be overlap between the Outreach Goal and some other sections, an issue that may need to be resolved.

It was suggested that the library expand its outreach to schools in general, i.e. more partnerships that kids could benefit from in order to make the library (and its programs) more broadly available to the community.

C. FOLLOW-UP RESPONSE TO ARTS AND CULTURAL PROGRAMS ASSESSMENT QUESTIONS (19 MINUTES)

Maginnis told the commission that two board members of the Boulder Library Foundation would be offering their feedback on the Arts and Cultural Programs Assessment and that this information would be

included as an addendum to the assessment. Staff agreed to provide a copy of this addendum to the Library Commission once it is finalized.

Maginnis said that the Arts Commission focuses their time and energy on managing and facilitating the arts grants, promoting the arts and, more currently, researching public art. She said that the Arts Commission does not focus time and energy on programming.

There was discussion around the Library Commission's purview over the things that are in the Arts division. Additionally, there was discussion around the fact that the Arts and Cultural Services Manager is funded through the Arts division and budget but does work for the Library division.

Maginnis acknowledged that one could interpret the Arts and Cultural Manager's job description so that that person is in charge of all programming, but in reality that is not the case. No decision has been made about whether the Special Programs Coordinator will report to a manager in the library division or the arts division and that feedback will be given serious consideration. Landry noted that both the staff and the assessment recommended that the Special Programs Coordinator report to the Library Division.

Lull asked if we needed to better define the roles of the library division and arts division if a library district is pursued. Maginnis said she thought that was important.

This continued discussion was tabled for a later time.

MATTERS FROM THE COMMISSION

A. UPDATE ON COMMISSION WORKSHOP PLANNING

The Library Commission Workshop will be held either on Aug. 17 or Aug. 24. There will be a facilitator present, to be determined who that may be. The topics to be covered are the vision and planning for the library, reviewing guidelines for interacting both between staff and the commission and among the commission.

PLEASE NOTE, LATER: This workshop has been scheduled from 9 a.m. to 4 p.m. on Saturday, August 17 in the Meadows Room at Chautauqua on Saturday, August 17.

B. CONGRATULATORY LETTER TO GHADA ELTURK FOR RECEIVING THE AMERICAN LIBRARY ASSOCIATION 2013 EMIERT (ETHNIC AND MULTICULTURAL INFORMATION EXCHANGE ROUND TABLE) AWARD

Please see Attachment A. for a copy of this letter. A press release in regards to this award was discussed. Commission Sawyer offered to approach the news media if needed.

C. INFORMATION ON THE LIBRARY'S WEBSITE

Landry asked that we have a link to the list of the commission subcommittees on the Library Commission's webpage. She also asked to have the names and titles of the Design Advisory

Group members on one of the Library's Renovation Project pages. Commission approved both ideas, and staff agreed and suggested the Share Your Ideas page for the DAG information.

D. BUDGET QUESTIONS FROM JUNE 2013 LIBRARY UPDATE MEMO

David Mallett, Budget Analyst, answered the Library Commission's questions in regards to the adjustments to base requests. These ATB requests are modifications of the original budget. The \$18K is for arts grants that have not yet been distributed from 2012. The \$197K from un-awarded grants money and the unspent salary for the vacant Arts and Cultural Services Manager position will be spent on public art, in particular for the renovation. Sawyer asked if the Library Commission would be involved in the decisions on the public art component of the renovation. Maginnis and Miles said yes. The city has a public arts policy which allows for one or more representatives of the Library Commission to be involved in those decisions.

(For more information, please see the June 2013 Library Update Memo at <http://boulderlibrary.org/pdfs/commission/2013/packet/JunCompletePacket.pdf>).

MATTERS FROM THE DEPARTMENT

A. UPDATE ON NORTH BOULDER LIBRARY STATION PROPOSAL (WITH TIMELINE)

Staff agreed to add the book drop return drop box and holds pick up to the list of amenities for the north Boulder library station proposal.

There will be more information presented at the July meeting in regards to possibly having a community input meeting at the July 13 event in Holiday Park.

Mallett offered a correction to the information in the proposal that was distributed as part of the memo on this topic: Assessing availability of funds/resources available for the North Boulder Library Station is currently happening now in the budget process, not in Nov.-Dec. 2013.

ITEMS FOR INCLUSION IN THE ACTION SUMMARY

Commission discussed items for the Action Summary.

NEXT COMMISSION MEETING (ROLLOVER ITEMS AND DATE)

The next Library Commission meeting has been rescheduled and will be held at 6 p.m. on Wednesday, July 10 in the North Meeting Room at the Main Library and will include the following agenda items: Main Library renovation project update from the Design Advisory Group (DAG), presentation on the Boulder Civic Area project, the flood assessment results and options, community space and facilities information and vision, and the patron survey information and proposed timeline.

Meeting adjourned at 8:50 p.m.

Approved By _____ Date _____

Please note Commissioner Sawyer approved these minutes on July 24, 2013.