



# City of League City, TX

300 West Walker  
League City TX 77573

## Meeting Minutes City Council

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Tuesday, October 22, 2019

5:00 PM

Council Chambers  
200 West Walker Street

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### Council Work Session

The City Council of the City of League City, Texas, met in a work session in Council Chambers at 200 West Walker Street on the above date at 5:00 p.m.

**Mayor:**

**Pat Hallisey**

**City Council Members:**

**Andy Mann  
Hank Dugie  
Larry Millican  
Todd Kinsey  
Greg Gripon  
Chad Tressler  
Nick Long**

**City Manager:**

**John Baumgartner**

**Assistant City Manager**

**Bo Bass**

**Assistant City Manager**

**Michael Kramm**

**City Attorney:**

**Nghiem Doan**

**City Secretary:**

**Diana M. Stapp**

**Chief of Police:**

**Gary Ratliff**

**Executive Director of Development Services**

**David Hoover**

**Director of Budget/Project Management**

**Angie Steelman**

**Director of Engineering:**

**Christopher Sims**

**Director of Finance:**

**Kristine Polian**

**Director of Human Resources/Civil Service:**

**Janet Shirley**

**Director of Parks & Cultural Services:**

**Chien Wei**

**Director of Public Works:**

**Jody Hooks**

### 1. CALL TO ORDER AND ROLL CALL OF MEMBERS

Mayor Hallisey called the meeting to order at 5:00 p.m. and called the roll. All members of Council were present except Mr. Long. Mr. Kinsey arrived at 5:04 pm

Absent 1 - Mr. Nick Long

Present 7 - Mayor Pat Hallisey, Mr. Andy Mann, Mr. Hank Dugie, Mr. Larry Millican, Mr. Todd Kinsey, Mr. Greg Gripon and Mr. Chad Tressler

2. **PRESENTATION AND DISCUSSION REGARDING LIBRARY NEEDS ASSESSMENT**

The presentation was given by Paul Bonnette, of PGAL Architects and Maureen Arndt of 720 Design.

**Agenda – Part One: Community Input; Part Two: Assessment of the Current Library Environment; Part Three: Benchmarking; Part Four: Future Space and Facility Requirements**

**PART ONE: COMMUNITY INPUT**

**Master Plan Goals – The plan should...**

- be a guide for what the library can do now and into the future
- be achievable, relevant and adaptable in the future
- identify what community needs are not being met
- consider spaces that are adaptable and flexible for changing needs in the future
- lead to a library that is relevant

**MASTER PLAN PROCESS**

- Trends and Best Practices presentation
- Library staff interviews and space tours
- Met with: Library Board, City Council Members, Mayor, City Planning, Economic Development
- Three Community Focus Groups
- Online Survey
- Over 500 community participants

**The 21st Century Library: Trends and Best Practices**

- Libraries have changed
- Flexible meeting spaces for community groups, computer classes and more library programs
- Combine collaboration for students, opportunities to create information (maker/media spaces), coworking space and traditional library spaces. Books are still important in League City.
- Expand the perception of the library into a place that is culturally and educationally relevant.

**Stakeholder Input – Community Focus Groups**

- Nearly 100 people participated in three (3) community focus groups, one staff focus group and interview session.
- Discussions:
  - What word would you use to describe your library?
  - What is unique about your community? How should it be reflected in the library?
  - Why do you primarily visit the library?
  - What are the most popular services the public library currently offers?
  - What do you think are the best features or spaces in this library? How would you change it?
  - If you could change one thing about the current building what would it be?
- Most Pressing Needs: more meeting spaces, study rooms, children's spaces, comfortable space, more books.

**Top 10 List:** Story Time, Media Lab, Technology Classroom, Collaborative Spaces, High-Tech Study Room, Study Room, Local History / Genealogy, Maker Space, Tech Bar, Lobby Vending

**Stakeholder Input – Online Survey, Nearly 500 Participants****FAST FACTS:**

- 67% of the respondents use the library once a month or more with over 34% of those patrons using the library more than once a week
- Over 83% use the library to check out books. The next highest use at 48% that use the library to check out videos, DVD's or audiobooks. The third ranked choice was attending a children's program at 33%
- The top barrier for respondents not using the library was a lack of parking (29%), too busy (21%) and inaccessible/too far (17%)
- The library has helped 215 respondents "raise an avid reader" and 179 "prepare my child for success in school closely followed by "increase my education".
- The highest ranked choices for new library:
  - More power connections (43%)
  - Quiet reading room (38%)
  - Dedicated children's story room (37%)
  - Study rooms for 4-6 people with technology (33%)
  - Homework room (32%)
  - Display for artwork (30%)
- Respondents felt it most important"
  - Improve public awareness of library services
  - More seating
  - Extended library hours and updated technology

**PART TWO: ASSESSMENT OF THE CURRENT LIBRARY ENVIRONMENT****Exterior**

- **Energy Code**
  - Windows**
  - Roof**
  - Exterior Wall Insulation**
- **Minor Exterior Repairs**
- **Parking is inadequate**

**Interior**

- **Staff spaces are inefficient**
- **Interior programming**
  - Study areas**
  - Computer classroom**
  - Public areas**
- **Interior finishes**
- **Infrastructure**

**PART THREE: BENCHMARKING & MARKET ANALYSIS****City Demographics Overview:**

- o **City Planning indicates a growth rate of 2.9% per year.**
- o **Expect 147,000 residents by 2030.**
- o **Expected 250,000 residents at buildout**

**The education level of League City's population includes:**

- **96% of the population with at least a high school education (Texas 75.65%)**
- **44% of the population with at least a Bachelor's degree (US 27%, Texas 24.5%)**
- **So, it is not surprising that the online survey indicated that nearly 40% look to the library as an educational support center to raise an avid reader and prepare their children for success in school.**

**Benchmark Comparisons:**

**The Texas libraries used for comparison were selected for their demographic and geographic similarities to League City. They are all:**

- o **Libraries with one outlet.**
- o **Libraries serving a population +/- 20% of the current population of League City.**
- o **Libraries serving similar demographics.**

**The comparison libraries are:**

- 1. Round Rock Library**
- 2. Richardson Public Library**
- 3. Allen Public Library**
- 4. Frisco Public Library**

**Benchmark Comparison: Helen Hall Library rank –**

**Last in Facility Size**

**Last in Operating Revenue**

**Second in Collections per Capita**

**Last in Material Expenditures**

**Fourth in Circulation per library visit**

**Fourth in Reference Questions**

**Last in Program Attendance**

**Last in Library Visits per Capita**

**First in Population per Professional Librarian**

**First in Population per Total Staff**

#### **PART FOUR: FACILITY RECOMMENDATIONS**

**Facility            Space Requirement (chart)**  
**Current Space Standard (chart)**

**Collections      Lower shelving**  
**Add mobile shelving**  
**Current Space Standard (chart)**

#### **Seating**

**At .09 seats per 1,000 population Helen Hall Library is severely short of seating capacity based on the Whole Building Design Guide from the National Institute of Building Sciences, which establishes 5 seats per 1,000 population standard (chart)**

- More seating for family reading**
- More tables for homework and study**
- More room to spread out study materials at computers**
- More comfortable places to sit**
- Places to work together and share information**
- Quiet reading rooms**
- Group study and collaboration rooms**

**Technology      Library-wide, seats near power sources are highly sought**  
**Focus groups indicate that technology is outdated, space is limited, and**  
**equipment is often out of service**

**Technology Challenges and Opportunities**

- Every seat should be a technology seat with access to nearby power, Wi-Fi and a space to set a device (wide arm, pull-up laptop table or table)
- High-tech collaboration/learning labs for patron use
- Small (4-10) person high-tech collaboration stations should be installed in each library to allow for tutoring, small interact classes (i.e. how to download a book) and study stations.
- High tech study rooms with Wi-Fi, LCD screens and the ability to connect wirelessly to meet patron demand.
- Video recording and editing rooms should be included

**Staff Recommendations**

Space for current staff to work efficiently and collaboratively

Standard of 25% of overall space

- Overall Minimum Space Recommendation at Buildout (graph)

**RECOMMENDATION OPTION #1 - PHASING OPTION**

- 1a. Build West Side Library Branch (42,000 sq. ft.)
- 1b. Renovate Existing Helen Hall Library (29,000 sq. ft.)
2. Build East Side Library Branch (42,000 sq. ft.)
3. Expand West Side Library Branch (additional 40,000 sq. ft.)
4. Build New Central Library (80,000 sq. ft.)

244,000 sq. ft. of library space at buildout. If the site for the East Side Library Branch is large enough, could be expanded. Central Library could also potentially be expanded.

**Pros:**

Begins a library system with convenient locations for current and potential library users.

Distributes capital costs over time.

Distributes capital costs over time.

Allows re-use of current library until new central library is built, then expansion of other city departments into the space.

Is a plan that takes the city through build out for library services (with information that available now) to close to ideal 1.0 SF/capita

**Cons:**

Slower process to get to current needs for library space.

Some duplication of materials and staffing at branches.

Renovation of existing library makes the interior more efficient but does not solve parking issues and is a temporary fix to a larger issue.

Multiple buildings to operate and maintain.

**Westover Park – Site Plan (graph)****RECOMMENDATION OPTION #2 - PHASING OPTION**

- 1. Build West Side Library Branch (42,000 sq. ft.)**
- 2. Build new Central Library (80,000 sq. ft.)**
- 3. Repurpose existing library to another city function.**
- 4. Expand West Side Library Branch (additional 40,000 sq. ft.)**
- 5. Build new East Side Library Branch (42,000 sq. ft.)**
- 6. Expand East Side Library Branch (additional 40,000 sq. ft.)**

**This would give the city up to 244,000 sq. ft. of library space at buildout**

**Pros:**

**Begins a library system with convenient locations for current and potential library users.**

**Distributes capital costs over time.**

**Allows expansion of other city departments in current library.**

**Is a plan that takes the city through build out for library services (with information that available now) to close to ideal 1.0 SF/capita**

**Cons:**

**Slower process to get to current needs for library space.**

**Some duplication of materials and staffing at branches.**

**Multiple buildings to operate and maintain**

**RECOMMENDATION OPTION #3 - PHASING OPTION**

- 1. Build new Central Library (122,000 sq. ft.)**
- 2. Expand Central Library (50,000 sq. ft.)**

**This would give the 172,000 sq. ft. of library space at buildout**

**Pros:**

**Centralized services mean one location for all services.**

**No duplications of materials or staffing.**

**One building to maintain.**

**Adjacent to current location – easy for library users to find**

**Solves civic campus parking challenge.**

**Immediate solution to current space needs.**

**Cons:**

**One large capital cost.**

**A 122,000 sq. ft. building serves the city for 10 years – will need another 50,000 SF in future.**

**RECOMMENDATION OPTION #4 - PHASING OPTION****1. Build new Central Library 170,000 sq. ft.****Pros:**

**Centralized services mean one location for all services.**

**No duplications of materials or staffing.**

**One building to maintain.**

**Adjacent to current location – easy for library users to find**

**Solves civic campus parking challenge.**

**Immediate solution to space needs through 2050 or 250,000 population.**

**Could shell out some portions of interior of building.**

**Cons:**

**One large capital cost.**

**BUDGETS****Overall Project Budget in 2019 Dollars**

<b>West Side – 42,000 SF New Library</b>	<b>\$26,725,000</b>
<b>West Side – 40,000 SF Addition</b>	<b>\$25,200,000</b>
<b>East Side – 42,000 SF New Library</b>	<b>\$27,725,000</b>
<b>East Side – 40,000 SF Addition</b>	<b>\$25,800,000</b>
<b>Central Library – 80,000 SF</b>	<b>\$52,000,000</b>
<b>Central Library – 50,000 SF Addition</b>	<b>\$31,250,000</b>
<b>Central Library – 122,000 SF</b>	<b>\$75,350,000</b>
<b>Central Library – 170,000 SF</b>	<b>\$105,000,000</b>
<b>Renovation of Existing Central Library</b>	<b>\$8,900,000</b>
<b>300 Car Parking Garage</b>	<b>\$5,950,000</b>
<b>600 Car Parking Garage</b>	<b>\$11,850,000</b>

**Timelines – Recommendation Options (graphs)****NEST STEPS:****Timeline**

- **Select a Facility Master Plan Option**
- **Begin Programming & Site Identification**
- **Schematic Design: 3 months**

**Determine Funding Source****Build on excitement generated by Facility Master Plan****Design Development & Construction Documents****Bidding****Construction****Move In & Grand Opening**



3. **PUBLIC COMMENTS**

4. **ADJOURNMENT**

At 6:08 p.m. Mayor Hallisey said, there being no further business this meeting is adjourned.

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**PAT HALLISEY**  
**MAYOR**

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**DIANA M. STAPP**  
**CITY SECRETARY**

**(SEAL)**

**MINUTES APPROVED:**