

MEETING MINUTES

ISSUE DATE 10 November 2020

MEETING INFORMATION

| | | | |
|---------------------|------------------------------------|------------------|-------------------------|
| MEETING DATE | 5 November 2020 | MEETING TIME | 6:30 pm |
| MEETING NAME | Core Planning Committee meeting #3 | MEETING LOCATION | Ely Library and Virtual |
| PROJECT NAME | Ely Library Planning | | |
| FEH PROJECT NUMBER | 2020313 | | |
| MINUTES PREPARED BY | Christy Monk | | |

| ATTENDEE NAME | ORGANIZATION | PHONE | EMAIL |
|---|------------------------------|------------------|---------------------------|
| <input checked="" type="checkbox"/> Kevin Eipperle | FEH DESIGN | 563.583.4900 | kevine@fehdesign.com |
| <input checked="" type="checkbox"/> Christy Monk | FEH DESIGN | 563.583.4900 | christym@fehdesign.com |
| <input checked="" type="checkbox"/> Emily Sewell | FEH DESIGN | 563.583.4900 | emilys@fehdesign.com |
| <input checked="" type="checkbox"/> Karen Greiner | FEH DESIGN | 563.583.4900 | kareng@fehdesign.com |
| <input checked="" type="checkbox"/> Sarah Sellon | Library Director | 319.848.7616 | ssellon@ely.lib.ia.us |
| <input checked="" type="checkbox"/> Jaime Allard | Library Board, Rural Trustee | | jaime_allard@msn.com |
| <input checked="" type="checkbox"/> James Higdon | Library Board, President | | higsmac@mac.com |
| <input checked="" type="checkbox"/> Christy Frese | Library Board, Vice Pres | | csfrese@aol.com |
| <input type="checkbox"/> Alan Wery | Library Board, Secretary | | wery@southslope.net |
| <input checked="" type="checkbox"/> Carrie Ebel | Library Board Trustee | | mattcarrie@southslope.net |
| <input checked="" type="checkbox"/> Jennifer Norman | Library Board Trustee | | jkledford@gmail.com |
| <input checked="" type="checkbox"/> Bailey Freese | Library Board Trustee | | freesebm@gmail.com |
| <input checked="" type="checkbox"/> Clary Illian | Fmr. Library Board Trustee | | clary@southslope.net |
| <input checked="" type="checkbox"/> Dan Whitaker | City Council Member | | danwhitaker319@msn.com |
| <input type="checkbox"/> Kay Hale | City Council Member | | kfranhale@southslope.net |
| <input type="checkbox"/> Adam Thompson | City Administrator | 319.848.4103 x 5 | cityadmin@elyiowa.com |

DISTRIBUTION Core Committee, Design Team

PURPOSE FEH DESIGN process

DISCUSSION

1. Goals for Success review (Attached)
 - a. The goals were reviewed.
2. Decision-Making-Criteria Chart
 - a. Review Criteria
 - i. Criteria added to evaluate design option are:
 1. Parking



2. Availability for Purchase
 3. Promote Economic Growth
 4. Welcoming / Attractive
 5. Environmental Sustainability
 6. Soil Contamination / Suitability / Quality
 7. High Water Table
 8. MS4 Community with Watershed Considerations – Floodplain Verification
3. Site Options
 - a. Current Site and Adjacent Properties
 - b. 60,000SF+ site available adjacent to the fire station.
 - c. Farmland adjacent to Ely City Park.
 - d. Space behind the Post Office, on Main Street.
 - e. Space behind the old City Hall / school building, but this is likely in the flood plain.
 - f. Property at approximately 1960 Dows.
 - g. State Street and Vista Intersection, the NW and SW corners
 - h. It was questioned whether sites to the north should be considered. North of the current City park is a good representation of a site to the north and the group felt no other site needed consideration.
 - i. Others?
 4. Advisory Task Force (ATF)
 - a. Status of recruitment of the ATF members by the Core Committee
 - b. Logistics for ATF #2 on Nov. 11
 - i. It is anticipated that many people will be virtual; the presentation will be flexible (in person or entirely virtual) depending on the COVID case numbers.
 - c. Logistics for SPARK workshops Nov. 19 & 21
 - i. FEH may be partially onsite and partially virtual, or entirely virtual.
 - ii. Engaging the elderly population that might not have a digital presence is important.
 - d. Zoom meeting for in person and virtual presentations
 - i. Digital input strategies were discussed.
 - e. Website as hub for Design Concepts
 - i. A website (www.FEHDESIGNsparks.com) has been created to display content.
 - ii. The library will have a laptop to display the website with the design options for visitors
 - f. Hosts for workshops
 - i. It was requested that members of the core committee be available to act as a host for the meeting, to describe the process to visitors.
 5. Timeline
 - a. ATF Meeting #2 Nov. 11 at 6:00PM
 - b. Core Meeting # 4 Nov. 11 at 7:30PM
 - c. Design SPARK workshops Nov. 19 & 21 – format to be determined
 6. Other items
 7. Next steps and assignments
 - a. FEH DESIGN – prep for the public meetings Nov. 11, 19, 21
 - b. Core Committee – recruit ATF member's attendance for the public meeting

This is the author's understanding of the items discussed. Please notify us of any discrepancies within 7 days so revised minutes can be issued.

ATTACHMENTS Decision-Making-Criteria Chart Draft

CRITERIA CHART

Ely Public Library



| | Goals-Based Criteria | Weighting Factor | Design Options | | | | | | | | | | | |
|----|--|------------------|----------------|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Traffic Flow | | | | | | | | | | | | | |
| 2 | Ease of Access | | | | | | | | | | | | | |
| 3 | Walkability | | | | | | | | | | | | | |
| 4 | Central to Downtown | | | | | | | | | | | | | |
| 5 | Future Expansion Capabilities | | | | | | | | | | | | | |
| 6 | Safety | | | | | | | | | | | | | |
| 7 | Floodplain Verification | | | | | | | | | | | | | |
| 8 | Cost of Site | | | | | | | | | | | | | |
| 9 | Visibility - Bike, Stroller Safety, etc. | | | | | | | | | | | | | |
| 10 | Accessibility of City Utilities | | | | | | | | | | | | | |
| 11 | Site Availability for Purchase | | | | | | | | | | | | | |
| 12 | Site Size | | | | | | | | | | | | | |
| 13 | Parking | | | | | | | | | | | | | |
| 14 | Promote Economic Growth | | | | | | | | | | | | | |
| 15 | Welcoming/Attractive | | | | | | | | | | | | | |
| 16 | Environmental Sustainability | | | | | | | | | | | | | |
| 17 | Buildability/Soil Quality/Site Conditions | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | |
| 20 | | | | | | | | | | | | | | |
| | Total Score | 0.0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Ranking | | | | | | | | | | | | | |
| | Decision not to study further at this time | | | | | | | | | | | | | |