

**SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE**  
**MEETING MINUTES**  
**Friday, November 17, 2023**  
**12pm**  
**Remote Meeting**

1. Call to Order, Roll Call
  - a. Steve Stocker called the meeting to order at 12:12 pm
  - b. Present: Steve Stocker, April Brazier, Mark Chin
  - c. Absent: None
  - d. Also present: Svetha Hetzler, Sarah Michaelis, New Lor, Kevin Johnson (Owner's Representative, FVM)
2. Approval of minutes
  - a. **MOTION: To approve the October 27, 2023 minutes**
  - b. Brazier (1); Chin (2); motion passed
3. Citizen Appearances/Public Comment
  - a. None
4. Unfinished Business- None
5. New Business
  - a. Consideration, Discussion and Possible Action on Current Facility Needs: (New Lor, Facilities Supervisor)
    - i. Lor reported. There are no new current facility needs.
  - b. Consideration, Discussion and Possible Action on SPPL Expansion & Renovation Design Development (Kevin Johnson, Owner's Representative)
    - i. Johnson reported. The design was discussed at the City Technical Review Committee this past week. There were questions on the parking and drop off area. Proposed drop off spots were discussed.
    - ii. Chin asked what the restrictions on the VFW emergency bypass are for parking. Currently the VFW Parking Lot can only be used for overflow for elections. Johnson suggested engaging the VFW in discussion about using the lot for overflow parking for large events in the future.
    - iii. **MOTION: To make a recommendation to the Next Chapter team to update the site map to only incorporate the angled walk and not the other sidewalk.**
    - iv. Chin (1); Brazier (2); motion passed
    - v. EV charging stations
      1. For LEED qualification, the library would need 5% EV Charging stations, which would be 9 spaces if we're looking at a total of 166 parking spaces.

2. Stocker asked why we need to place the charging stations in the accessible parking areas. Johnson noted that the cost of running wiring and circuiting to remote areas of the parking lot will be the most expensive.
3. For the future, Lor suggested running conduit on the full northern portion of the parking lot. He noted we don't want vehicles right up against the building since vehicles will be there for a few hours.
4. Chin asked what the difference in cost would be in wiring further away from the parking lot. Johnson said it would be upwards of six figures. Chin asked if there was an opportunity to earn income. There is an opportunity if the City decides to do so.
5. **MOTION: To recommend pursuit of the 5% ratio of EV Charging Stations and to come up with a plan for the 20% ratio in the future, which would involve running conduit.**
6. Chin (1); Brazier (2); motion passed.
7. Brazier noted that the accessible lots are always in use at the library and she would recommend the accessible spots be nearest to the building.
8. Brazier asked if they could make the area flush so there are not curb cuts, referred to as universal design. Johnson said it will be universal design for the new spaces. For the existing sidewalk, switching to universal design might be problematic because of flow lines.

6. Referrals

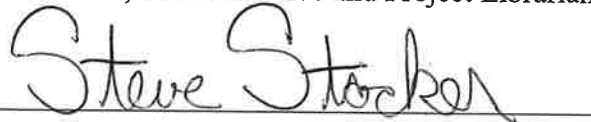
- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:58 p.m.**
- b. Brazier (1); Chin (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair

  
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