



PUBLIC WORKS DEPARTMENT

CITY HALL
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LIBRARY PROGRAM ROOM EXPANSION

Stakeholder Meeting

Zoom Virtual Meeting

April 23, 2020, 3:00 – 4:30 PM

Minutes

Attendees: Darcy Paul, Dianne Thompson, Roger Lee, Michael Zimmermann, Benaifer Dastoor, Chuck Griffen, Jennifer Weeks, Clare Varesio, Henry Sang Jr, Kiran Varshneya, Qin Pan, Jim Davis

Consultants:

Jay Manzo, EHDD Architects
Lindsey Quinones, EHDD Architects
Jennifer Devlin, EHDD Architects

1. **Instructions**

There was a reminder that attendees can “raise a hand” to be able to speak during the meeting.

2. **Comments by Vice Mayor Darcy Paul**

Vice Mayor Darcy Paul welcomed the group.

3. **Approval of Minutes**

A modification to Item 2, the 2nd sentence was modified to be: “Stakeholders provided comments and presentation slides on project considerations and elements.” It was mentioned that Amanda Wo was present at the 4/16/20 meeting but not included in the minutes. After contacting Amanda, it was determined that she was at the 4/16/20 meeting so her name was added in the 4/16/20 minutes. Vice Mayor Darcy Paul made a motion to approve the 4/16/20 minutes. Kiran Varshneya seconded. The motion passed unanimously.

4. Concept Review (EHDD)

Jennifer Devlin from EHDD provided an overview of the project outlining the various room options.

Stakeholders provided input on the options.

There was consensus regarding preference for:

- Level 1 Alternate Plan.
- Level 2 Alternate Plan. This is the plan with a configuration of two flexible spaces in the second floor.

Displayed restroom configurations. Communal wash area.

5. Project Update and Next Steps

Jennifer Devlin shared that EHDD will deliver bridging documents to the City June 1, 2020.

Roger mentioned that over the last few weeks, City Staff, EHDD and Nova have been working on the concepts provided to stakeholders. A Request for Qualifications for the Design Build (DB) firm will be sent out in the next few weeks. Further concept drawings to solicit floor plan layout feedback from stakeholders will not be presented again. Stakeholders will have opportunity for other building input after a DB firm is selected and has submitted a design to the City to review. At the next meeting May 21, 2020, there will be an update on project schedule and expenditures to date.

Vice Mayor Paul shared that Councilmembers have interest in ideas for fundraising. He also mentioned that Councilmembers believe conference room space is important. He suggested that the Cupertino Library Foundation may want to consider funding construction of new small conference rooms in the existing Library space.

Next Meeting – May 21, 2020 3:00 – 4:30 pm (Zoom Meeting)