

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Friday, April 26, 2024
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. Steve Stocker called the meeting to order at 12pm.
 - b. Present: Steve Stocker
 - c. Absent: Mark Chin, April Brazier
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Ben John, Kevin Johnson (Owner's Representative, FVM), Jan Holmes, Rex Owens, Cindy Burtley (SP Parks, Rec. and Forestry)

2. Approval of minutes
 - a. **MOTION: To approve the March 22, 2024 minutes**
 - b. Owens (1); Stocker (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
 - i. Holmes presented on the CVMIC Library Facility Needs report. A few items were flagged for follow-up. The AED had expired adhesive pads on it. Holmes contacted EMS. The fire extinguishers should also be getting a monthly visual inspection.
 - ii. John reported. A fence that runs along the northern edge of the property is in rough shape. He is in the process of getting quotes to replace the fence completely. Facilities staff are looking for a site to store the bench and the statue. They are hoping to begin the process next week.
 - iii. Potholes in the parking lot were filled this week.
 - iv. Burtley reported on the Prairie Burn on the south end of the library. They worked with Pheasants Forever, who are professionals certified in prescribed burns. Hetzler asked when we should anticipate scheduling the next burn. Burtley suggested 2026 or 2027. We could try a late fall in 2026 or a spring burn in 2027. Mature trees were moved across the street to Sheehan Park.

 - b. Consideration, Discussion and Possible Action on BID Process, Evaluation, and Recommendation for SPPL Remodel and Addition (Construction)
 - i. Johnson reported. Received bids on Wednesday. There were 5 responsive bids in total. The Ad-Hoc BID Evaluation Committee met

yesterday to go through bids and make a recommendation to the Library Board. They will be presented at a Special Board meeting on May 1st. If the Library Board approves it, it will then be presented at COW on May 14th. Provided that the requested budget amendment is carried, it will go to City Council on May 21st.

- ii. The alternate for the speed table was discussed. There are no concerns on John's end for snow removal.

6. Referrals

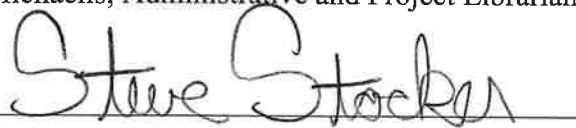
- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:25 p.m.**
- b. Owens (1); Stocker (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair

A handwritten signature in cursive script that reads "Steve Stocker". The signature is written in black ink and is positioned above a horizontal line.