



Regular Meeting Meeting Agenda
Library, Culture, and Arts Commission

Paul Lake - Commissioner
Norma Bussing - Commissioner
Maria Antunes - Commissioner
Linda Vrabel - Commissioner
Laurie Paul - Commissioner
Daniel Redfield - Commissioner
-

Tuesday, April 4, 2017 7:00 PM

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

CALL TO ORDER

ROLL CALL ATTENDANCE

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF THE AGENDA

REPORTS

1. **COUNTY LIBRARY REPORT**
2. **MORGAN HILL LIBRARY REPORT**
3. **FRIENDS OF THE MORGAN HILL LIBRARY REPORT**
4. **CITY OF MORGAN HILL UPDATE**

BUSINESS

5. APPROVAL OF MARCH 2016 MINUTES

Recommendation:

Approve March 7, 2016 Meeting Minutes.

6. SELECTION OF CHAIR AND VICE CHAIR

Recommendation:

Select Chair and Vice Chair.

7. DOWNTOWN PARKS ARTWORK CALL FOR ARTISTS

Recommendation:

Provide staff feedback on the Call for Artists for the artwork to be installed in the Downtown Parks Project.

8. REVIEW 2017 LCAC WORK PLAN

Recommendation:

Review 2017 Work Plan.

9. LIBRARY EXPANSION CONCEPT DESIGN REVIEW

Recommendation:

The Commission review and provide comments on the Library Expansion Project conceptual design.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

LIBRARY TOUR

Commissioners will tour the Library and return to the Council Chamber for meeting adjournment. The public is welcome to attend the tour.

ADJOURNMENT

NOTICE

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Commission Chambers, and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Commission, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the Commission on any other item of interest to the public, you may do so by during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Commission.

Persons interested in proposing an item for the Commission agenda should contact a member of the Commission who may plan an item on the agenda for a future Commission meeting. Should your comments require Commission action, your request may be placed on the next appropriate agenda. Commission discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the Commission, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of Commission Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email michelle.wilson@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email michelle.wilson@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.



Sustainable Morgan Hill Vision

Morgan Hill is a socially responsible, environmentally conscious, and economically sound community that embraces inclusiveness with participation by all.

CITY COUNCIL ONGOING PRIORITIES

Enhancing Public Safety · Protecting the Environment · Maintaining Fiscal Responsibility ·
Supporting Our Youth, Seniors, and Entire Community · Fostering a Positive Organizational Culture ·
Preserving and Cultivating Public Trust · Preserving Our Cultural Heritage

2017 STRATEGIC PRIORITIES

High Speed Rail

Inclusiveness

Infrastructure

Regional Initiatives

Telecommunications

2017 STRATEGIC PRIORITIES:



High Speed Rail

The City of Morgan Hill will directly advocate for our community's needs through our communications, discussions, and decisions. We will continue to engage the community, the High Speed Rail Authority, our state and federal legislators, and other regional agencies to mitigate negative impacts and convey our position that the High Speed Rail Authority should only use the existing Highway 101 right-of-way to avoid all impacts to residents, schools, and businesses. Should the Authority decide the 101 right-of-way is not feasible, we will strongly advocate for the route with the least impact on Morgan Hill.



Inclusiveness

We will celebrate the diversity, history, and culture of our community. Through City Council workshops, community meetings, and researching successes in other communities, the City will listen to and collaborate with the community to define how inclusiveness will be further woven into our community's fabric and to increase public participation. The City's communications, services, public spaces, and projects will embrace all community members as partners, advancing our vision of being a socially responsible community.



Infrastructure

The City will review its streets, parks, and public facilities infrastructure needs initially by updating its 2014 infrastructure study to quantify the funding gap. We will identify potential funding options as ongoing revenue is insufficient to fund our vital community assets at a sustainable level without significantly impacting existing service levels that our community has come to expect. Morgan Hill will actively work with the Valley Transportation Agency, the County, and the State to secure funding for the Santa Teresa extension and road maintenance. We will continue to work closely with our community to inform them of the needs and engage them to find an affordable and sustainable solution.



Regional Initiatives

City Council and staff will focus on influencing regional decisions that benefit Morgan Hill. This regional involvement will include, but not be limited to, partnering with the League of California Cities, Valley Transportation Authority, Santa Clara Valley Water District, Cities Association of Santa Clara County, the City of Gilroy, Santa Clara County, Morgan Hill Unified School District, the Local Agency Formation Commission, the Open Space Authority, and Silicon Valley Clean Energy to advance projects that further Sustainable Morgan Hill.



Telecommunications

The City will collaborate with the private sector to explore ways to provide fast, reliable access and wireless connectivity for residents and businesses. The 2016 Telecommunications Infrastructure and Economic Development Blueprint reports will be the foundation for continuing discussions with broadband providers, public utilities, and other infrastructure service providers in developing an implementation plan for growing our telecommunications infrastructure. The plan will be used to signal Morgan Hill's support for business expansion.

Library, Culture, and Arts Commission Report, April 4th, 2017
Heather Geddes, Community Librarian

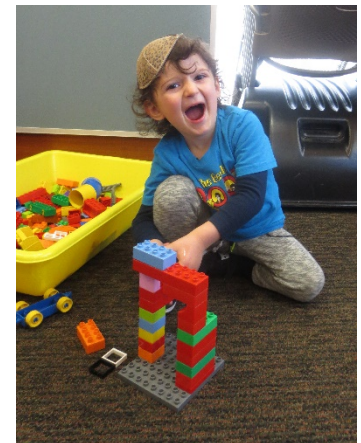
February Statistical Highlights	2017	2016
Total Circulation	49,495	53,814
Adult/Teen Circulation	25,722	28,257
Children's Circulation	23,773	25,557
Total # of Programs	57	79
Total # of Attendees	2,729	2,427
New Borrowers Registered	177	263
Gate Count	22,568	26,026

Library News

Santa Clara County Libraries have added Odilo ebooks and eaudiobooks to our website. Odilo is an ebook management platform which features Spanish ebook and eaudiobook titles from hundreds of publishers. Odilo offers thousands of popular and bestselling titles, providing Spanish content to our patrons.

March Highlights

This month I wanted to highlight the excellent work of Morgan's Hill's Children's librarians. We have 5 professional, enthusiastic, and dedicated librarians who put on 7 regular programs for children aged 0-6 every week during the month of March (Tiny Tot Jamboree, Itty Bitty Jamboree, Toddler Storytime, Preschool Storytime, Sensory Storytime, Lego Club, and Bilingual Storytime). Each of these programs helps children and families build literacy, language, and socialization skills. Last month 1634 babies, toddler, preschoolers, and parents attended these programs.



Upcoming April Events

Tuesday, April 4th, 4-5pm: So Cute Kawaii Coloring

Color some super cute and kawaii coloring pages! All supplies provided and take an adorable piece of art home. For ages 10 and up.

Monday, April 10th, 7-8pm: Make it Monday

Join us for an evening of DIY fun! All supplies are free and provided. Registration required. Make it Monday is intended for adults but children are welcome to attend with adult supervision. April's craft: Fabric Topiary Trees

Tuesday, April 11th, 6-7PM Volunteer Appreciation Party

Library Volunteers are invited to a party thanking them for everything they do. In 2016 volunteers contributed 5837 hours of work at the Morgan Hill Library!

Tuesday, April 11th, 7-9pm: 30 Tips in 30 Minutes: Library Services That May Surprise You

Join Peggy Tomasso for a whirlwind tour of library services that are available to you for free. Even the most avid library user will be pleasantly surprised to learn something new at tonight's talk. Brought to you by the Friends of the Morgan Hill Library

Saturday, April 15th, 10:30-11:00am: Family Circo Show

The silly characters of Circus of Smiles will take you on a bilingual circus inspired journey. The show includes juggling, acrobatics, music and more!

Monday, April 17th, 7-8pm: Writing College Essays – How to Tell Your Best Story to Colleges That Want to Hear It

Many great students write average (even bad!) college essays -- essays about "life lessons learned from football" or "how my trip to Europe broadened my cultural horizons." This workshop will show you what admissions officers really look for in great college essays and offers suggestions for finding and sharing your best stories. Presented by Collegewise Director, Marisela Gomez

Wednesday, April 19th, 2-3pm: Orientation for Adult Literacy Volunteer Tutors

Adult literacy is about opening doors and changing lives. The Reading Program, Santa Clara County Library's Adult Literacy Program, is looking for tutors to work one-on-one with adult learners who wish to improve their reading, writing, and conversation skills.

Tuesday, April 25th, 6-9pm: AAUW Speakers Series: Women & the Arts

Interesting speakers on a variety of topics. Brought to you by the Morgan Hill branch of the American Association of University Women and the Morgan Hill Library.

Tuesday, April 25, 7:30-8:45 pm: Books with Dessert Book Club

A good book, good company and some tasty treats. Bring a dessert to share and join us as we discuss the book *Everybody Sees the Ants* by A.S. King.

Saturday, April 29th, 1-5pm: SAT Practice Exam

Come take a FREE practice SAT Test at the Morgan Hill Library. Registration is required. Sign up online from home or at the information desk. Bring a pencil and calculator. The follow up results session is on Wednesday, May 10th from 6-7pm

Outreach

Library staff had outreach events at P.A. Walsh (Dr. Seuss Literacy Night), Los Paseos, Cochrane Village, the Seniors Center, and Hillview reaching over 250 residents of Morgan Hill. We also hosted a special night at the library for P.A. Walsh families to get an afterhours tour.



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 4, 2017

PREPARED BY: Chris Ghione, Community Services Director
APPROVED BY: Chris Ghione, Community Services Director

APPROVAL OF MARCH 2016 MINUTES

RECOMMENDATION(S)

Approve March 7, 2016 Meeting Minutes.

LINKS/ATTACHMENTS:

1. March Meeting Minutes



17555 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

**LIBRARY, CULTURE AND ARTS COMMISSION
REGULAR MEETING**

March 7, 2017

Minutes

CALL TO ORDER

Called by Chair Castleberry 7:01pm

ROLL CALL ATTENDANCE

Cassie Castleberry – Present
Cecelia Clark – Present
Tim Hennessey – Absent
Paul Lake – Present
Lori Paul – Present
Linda Vrabel – Present
Bonnie Williams – Absent

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

OPPORTUNITY FOR PUBLIC COMMENT

Kathy Sullivan – Historical Society Downtown Walking Tour Saturday 3/11 at 10am

ADOPTION OF AGENDA

Motion: Lake

Second: Paul

Vote: 5-0

Attachment: March Meeting Minutes (1114 : March 2016 Minutes)

LIBRARY AND CITY REPORTS

- A. COUNTY LIBRARY REPORT** Report By **County Librarian**
Legislation, Funding & Budgeting, JPA
- B. MORGAN HILL LIBRARY REPORT** Report By **Community Librarian**
User Statistics-Staffing-Programs-Upcoming Events
- C. FRIENDS OF THE LIBRARY REPORT** Report By **President**
- D. CITY OF MORGAN HILL UPDATE** Report By **Community Services Director**
Update on City Events Relating to Arts and Culture

BUSINESS

- 1. APPROVAL OF MEETING MINUTES FOR FEBRUARY 7, 2017**
Motion: Vrabel Second: Clark Vote: 5-0
- 2. ARTS EDUCATION MONTH PROCLAMATION**
Motion that Commission recommends proclaiming March as Arts Education Month.
Motion: Vrabel Second: Paul Vote: 5-0
- 3. ART MAINTENANCE FUNDING**
Commission discussion on this item. Public comment by Rick McKay, interested in assisting in the development of fundraising for Art Maintenance.
- 4. ART MASTER PLAN RECOMMENDATION**
The Commission recommends that the City include funding for a Public Art Master Plan in the future budget.
Motion: Clark Second: Paul Vote: 5-0
- 5. DOWNTOWN PARKS RELATED ARTS PROJECTS**
Commissioners provided staff with feedback on the development of systems for selection of artists to create our downtown projects.
- 6. COMMISSION WORK PLAN UPDATES**
The Commissioners provided updates on work plan items.

ANNOUNCEMENTS

- None

FUTURE COMMISSION INITIATED AGENDA ITEMS:

- Downtown Parks Art Projects

ADJOURNMENT at 7:59 p.m.



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 4, 2017

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

SELECTION OF CHAIR AND VICE CHAIR

RECOMMENDATION(S)

Select Chair and Vice Chair.

REPORT NARRATIVE:

City Council Policy dictates the order of selection of Chair and Vice Chair for City Commissions. Should a commissioner not wish to serve as Chair or Vice Chair, that individual could pass on his or her “turn” to serve in these roles. The current order per Council Policy to serve as Chair and Vice-Chair is:

1. Commissioner Lake - Appointed in 4/2014
2. Commissioner Vrabel - Appointed in 4/2016
Commissioner Paul - Appointed in 4/2016
3. Commissioner Antunes - Appointed in 3/2017 (Eligible for Vice Chair Only)
Commissioner Bussing - Appointed in 3/2017 (Eligible for Vice Chair Only)
Commissioner Redfield - Appointed in 3/2017 (Eligible for Vice Chair Only)

LINKS/ATTACHMENTS:

1. Council Policy-96-02 - Commission Selection of Chair and Vice Chair

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP 96-02

SUBJECT: POLICY REGARDING TERM AND SELECTION OF CHAIR AND VICE CHAIR OF CITY BOARDS AND COMMISSIONS

DATE: APRIL 17, 1996

REVISION DATE: DECEMBER 15, 1999, REVIEWED JUNE 27, 2007; AMENDED APRIL 16, 2008

ORIGINATING DEPT: CITY CLERK

In order to provide an efficient method for the selection of Chair and Vice-Chair from the members of the Boards and Commissions, it shall be the policy of the City Council of Morgan Hill to have these officers serve a one (1) year term beginning the first regular meeting date when the Boards and Commissions reorganize; following City Council appointments. A rotation system shall be followed in the selection of the Chair and Vice-Chair. The member who has served the longest on the Board or Commission without serving as Chair during the previous four (4) years shall be selected for the position of Chair. The member second in seniority who has not yet served during the previous four (4) years as Chair shall become Vice-Chair. If the member selected as Vice-Chair is on the Board or Commission at the time the next Chair is selected he/she shall become Chair.

Prior to selection as Chair, a Board or Commission member must serve a minimum of twelve (12) months on the Board or Commission. Each member's seniority shall begin upon the effective date of that member's appointment to the Board or Commission. If two (2) or more members have equal seniority, the Board or Commission shall make the selection. In the event a member otherwise eligible for selection declines the position, the member next in seniority shall be selected. A Board or Commission member will be eligible to serve another term as Chair and Vice Chair provided at least four (4) years have transpired since having previously served as Chair or Vice Chair respectively. Such period may be reduced by one year increments if no other Board or Commission member is eligible to serve due to a recent appointment or because a member otherwise eligible for selection declines the position. If two or more members are eligible to serve another term as Chair, the member who has served the longest on the Board or Commission since having previously served as Chair shall be first in seniority to serve another term as Chair and Vice Chair.

This policy shall remain in effect until modified by the City Council.

APPROVED: _____

STEVE TATE, MAYOR

Attachment: Council Policy-96-02 - Commission Selection of Chair and Vice Chair (1115 : 2017 Chair Selection)



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 4, 2017

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

DOWNTOWN PARKS ARTWORK CALL FOR ARTISTS

RECOMMENDATION(S)

Provide staff feedback on the Call for Artists for the artwork to be installed in the Downtown Parks Project.

REPORT NARRATIVE:

During review of it's the Commission Work Plan at the July 5th Meeting of the LCAC, a sub committee was formed to look into the opportunity of creating a Bike Rack Art Program. The sub-committee subsequently met and proposed creating as similar program to what was done by the City of Los Altos, <http://www.losaltosca.gov/publicartscommission/page/los-altos-bike-rack-design-competition>. On August 2, 2016 the Commission recommended the Bike Rack Art Contest be included in the concept designs for the downtown parks.

On February 22, the City Council approved the Downtown Parks Project and included funding for Public Art in the following amounts:

- Bike Rack Art Contest - \$15,000
- Mural on Depot Street Park Sound Wall - \$20,000
- Sculpture or Other Art for the Downtown Creek park - \$15,000

City staff have developed a draft "Call for Artists" to identify and select artists to complete these art projects. This draft call for artists is attached to this report for review by the Commission.

LINKS/ATTACHMENTS:

1. Parks Art Program Description



Call for Artists

Morgan Hill Downtown Parks Project



The City of Morgan Hill, with support from the Library, Culture and Arts Commission and the Parks and Recreation Commission, is sponsoring a call for artists to submit proposals for the design, fabrication and installation of public art at the planned Downtown Parks. This project seeks to add new elements of distinctive public art to the new Downtown Park Space and provide an opportunity for the community to think creatively and imaginatively about public park spaces.

The Opportunity

The City of Morgan Hill has a budget of \$50,000 to create three art pieces within the City of Morgan Hill's new park facilities. Construction of the Park is expected to be completed in the November of 2017 and it is hoped that the art will be installed during the final phases of construction. The projects are outlined below with funding totals. The funding is intended to cover all project costs included design, fabrication and installation.

Artistic Bike Rack Competition	Train Depot Park Mural	Creek Park Wildlife Sculpture
Location: Depot Street Park Funding: \$15,000 Brief Description: This art piece will engage artists to turn an average park feature into a functional piece of public art.	Location: Depot Street Park Funding: \$15,000 Brief Description: This art piece will turn the sound wall separating the railroad tracks from the new park into something imaginative and fun. It will build upon the parks Train theme.	Location: Depot Street Park Funding: \$15,000 Brief Description: This proposed sculpture will add to the natural theme of this new park and build upon the City's past and current efforts to create a wildlife trail within the City.

Purpose of the Proposed Public Art

This Call seeks to commission art that enlivens and enhances the impact that the soon to be constructed parks have on the downtown community. Morgan Hill's Downtown Placemaking Investment Strategy strives to make the downtown the most walkable, bike friendly, urban, family oriented, and transit oriented neighborhood in the City. The downtown parks are considered a key element of this strategy. This call seeks artists who are enthusiastic about utilizing their own unique talent to enhance the park projects and downtown.

The Process

A selection panel made up of representatives from the Library, Culture and Arts Commission, the Parks and Recreation Commission, and the community will review proposal applications and select up to three finalists in each category. A separate selection panel will be established for each art piece. The full Library, Culture and Arts Commission will recommend the final artists to be selected for approval by the City Council. Additionally, the Artistic Bike Rack Competition will provide for an online survey ahead of review by the selection panel. An anticipated timeline is outlined below.

April 15, 2017	Call for Artists Distributed Website Updated / Promotion of Call Begins
June 30, 2017	Submissions Due
July 15, 2017	Artistic Bike Rack Proposals Posted for Online Survey
August 1, 2017	Online Survey Concludes
August 7-11, 2017	Selection Panel Review
September 5, 2017	LCAC Review
September 20, 2017	Council Selection
October/November	Mural Installation
September-December	Fabrication and Installation of Artistic Bike Rack and Wildlife Sculpture

In-Kind Support and Partnerships Encouraged to Leverage Public Art Funds

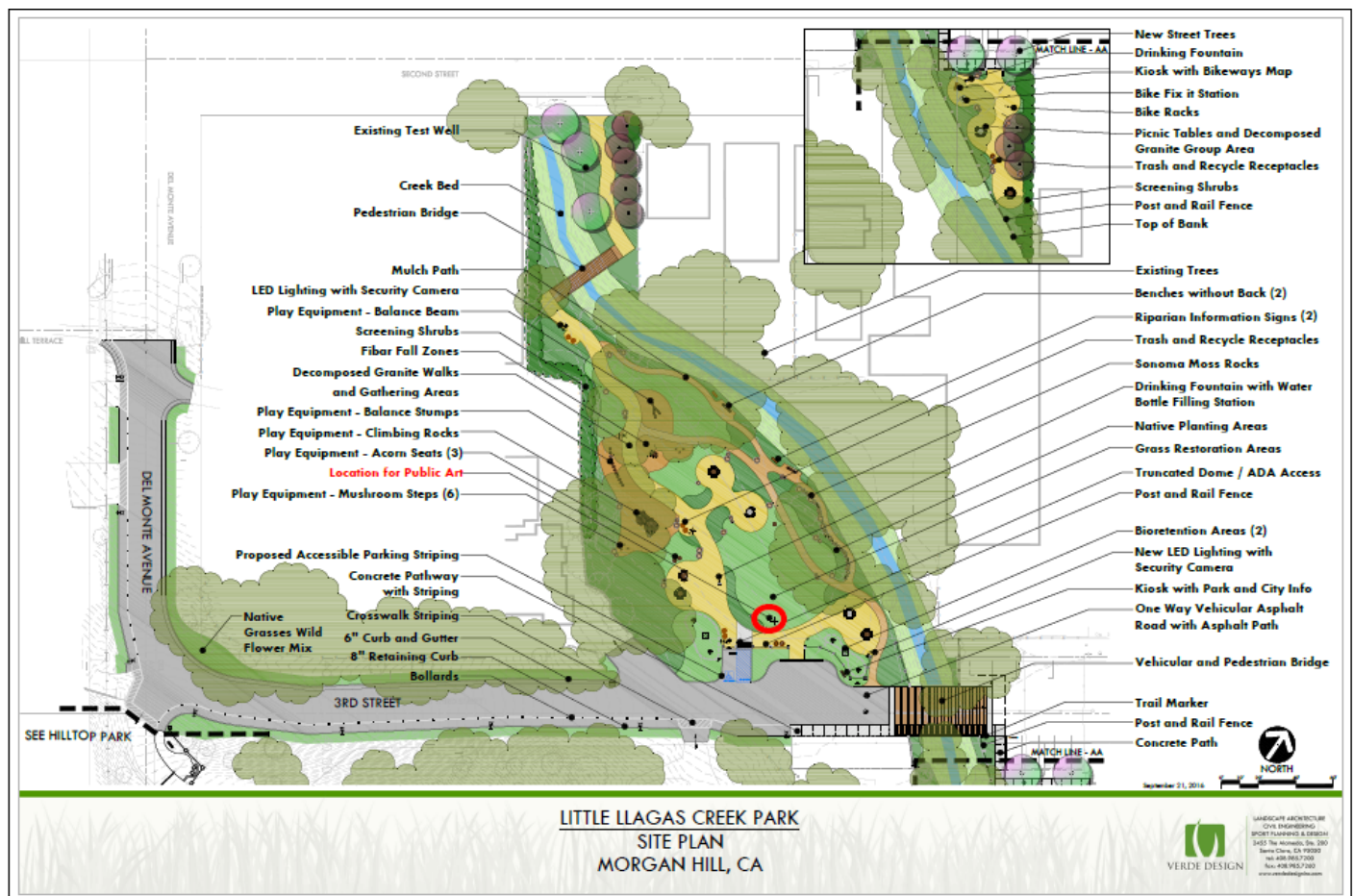
Applicants are encouraged (not required) to work with partners who can provide financial support or in-kind support in the form of materials, labor or project maintenance to leverage public art funds and assist in the creation and/or maintenance of the proposed art.

Proposed Project Locations and

Three locations have been identified for the public art pieces.

Wildlife Sculpture at Creek Park

The Park will be constructed between Second and Third Streets just west of Monterey Road (just west of bridge on Third Street).

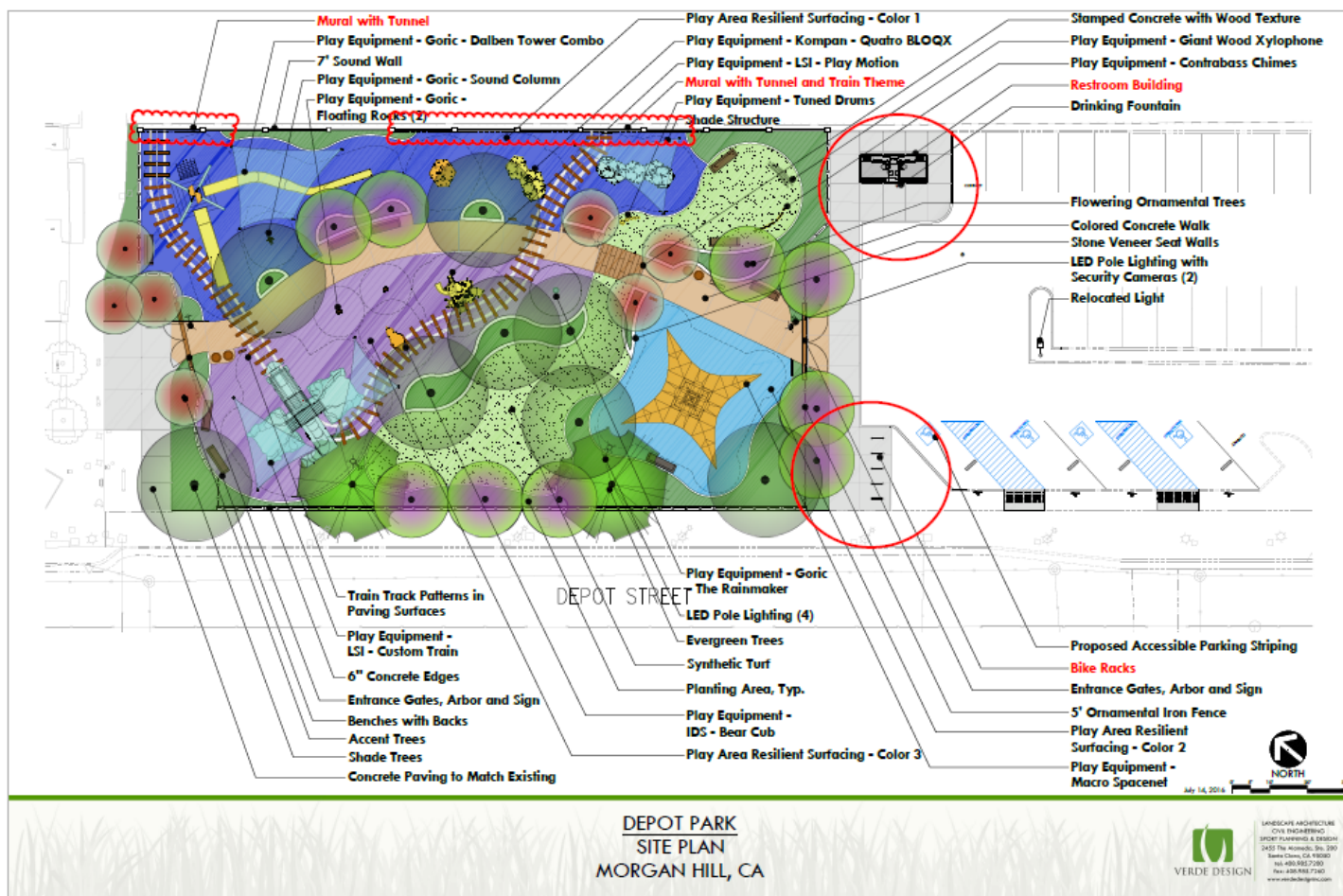


It is anticipated that wildlife sculpture submissions will be for a small bronze animal sculpture, however other sculptures and materials may be proposed. The base and or mounting for the sculpture must be included within the proposal.

The City currently has plans to develop a wildlife trail starting at the City's Downtown and extending south to the City limit. There are two existing sculptures within the City supporting this plan already. The Dear Family sculpture is located in the median on Monterey Road between Third and Fourth Street. The Liberty Bobcat Sculpture is located on the multi-use trail adjacent to the Centennial Recreation Center. Two additional sculptures have been discussed and are in planning for other locations in the City, including a horned owl sculpture and some type of fish related sculpture.

The Artistic Bike Rack and Mural at Depot Park

To be constructed between Depot Street and the train tracks just south of Third Street Intersection. The site is currently a parking lot.



Sound Wall Mural:

The sound wall where the Mural is anticipated is on the eastern perimeter of the park. Artists may optionally propose a related mural for the restroom building at the south end of the park. The mural should integrate with the playground surfacing design and the concept of train tunnels. It is anticipated that the two sections of the wall outlined above would have murals developed for it.

Site Dimensions	Sound Wall Section 1:	7'H X 20'W
	Sound Wall Section 2:	7'H X 60' Wide
	Restroom Building:	8'H X 27'W (Front Wall 15' Side Walls 6' Each)

Artistic Bike Rack:

The Artistic Bike Rack is anticipated to be a metal fabrication that can mounted directly to the concrete in the location identified. The theme and type of art proposed is left open to the artist. The space available is approximately 5' X 10' in available area. It is hoped that functionally the bike rack will be available to accommodate up to 8 bicycles. It is not required that the rack be proposed as one single piece.

Review of Artist Qualifications and Proposals

Phase 1--Selection Panel

A Selection Panel made up of representatives from the Library, Culture and Arts Commission, Parks and Recreation Commission, and community members will review applications and recommend up to three artists in each area.

Phase 2—Library, Culture and Arts Commission Recommendation

The Library, Culture and Arts Commission will review the three finalists in each category. At this meeting, artists will be present to answer questions and provide additional detail on their proposals (artists are responsible for all costs involved with attending this meeting). The Commission will select one proposal in each area to recommend to the City Council for approval.

Phase 3—Approval of Selected Proposals

The City Council will make final approval on proposed artists. It is highly recommended that artists selected in Phase 2 attend this meeting to respond to questions and present proposals.

Submission Requirements

Only fully complete applications will be accepted. Applications shall include the following requirements:

1. Completed Application Form (Exhibit A)
2. Artist Resume (max 2 pages)
3. Description of Art Being Proposed
4. Concept Sketch or Design of Art Being proposed
5. Statement of Interest (max 1 page)
- Optional Items:
6. Samples of Representative Work (Up to 10 projects with photos of work)
7. Other documents necessary to provide artist or proposal background (max 4 pages)

Other Resources:

City of Morgan Hill Website – www.morganhill.ca.gov

City Public Art Website – <http://www.morganhill.ca.gov/980/Public-Art>

Library, Culture and Arts Commission Website - <http://www.morganhill.ca.gov/566/Library-Culture-Arts-Commission>

Downtown Parks Designs and Information - <http://www.morganhill.ca.gov/1248/Downtown-Parks-and-Trails>

Morgan Hill Downtown Website - <http://www.morganhill.ca.gov/1150/Morgan-Hill-DowntownIts-Happening>

Contact Information and Submission Information:

For Questions:

Chris Ghione, Community Services Director, chris.ghione@morganhill.ca.gov, (408) 782-9154

Submit Proposals via Email in PDF format to: chris.ghione@morganhill.ca.gov (Maximum 5M File Size)

Submit in Person or Via Mail to: City of Morgan Hill Community Services Department
Attention: Chris Ghione
17575 Peak Avenue
Morgan Hill, CA 95027

All Submissions must be received by: June 30, 2017 at 5:00pm

Other Information:

1. The City of Morgan Hill reserves the right to modify this process at any time.
2. If selected artists will be required to sign commission agreement with the City of Morgan Hill.
3. The City will require insurance and artist waivers.

Application – Call for Artists
Morgan Hill Downtown Parks Project

Contact Name	
Organization Name (If Applicable)	
Address	
Email	
Phone Numbers	
Name of Artist	
Art Proposal Area (Check One)	☐ Artistic Bike Rack ☐ Sound Wall Mural ☐ Wildlife Sculpture
Description of Art Being Proposed (200 Words Max)	
Required Documents (Provide as Additional Attachments)	☐ Artist Resume (max 2 pages) ☐ Concept Sketch or Design of Art Being proposed ☐ Statement of Interest (max 1 page) Under statement of interest, applicant may describe what motivates him/her to create public art, what attracts him/her to this project.
Optional Documents (Provide as Additional Attachments)	☐ Samples of Representative Work (Up to 10 projects with photos of work) ☐ Other documents necessary to provide artist or proposal background (max 2 pages)



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 4, 2017

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

REVIEW 2017 LCAC WORK PLAN

RECOMMENDATION(S)

Review 2017 Work Plan.

REPORT NARRATIVE:

The Library, Culture and Arts Commission establishes a Work Plan that is approved by the City Council each year. The Fiscal Year 2016/17 Work Plan was approved by the Council in June of 2016.

On April 18, 2017 the Commission will participate in a joint commission meeting led by the Mayor that will kick off the development process for the Fiscal Year 2017/18 Work Plan. It is anticipated the Commission will use the regular commission meetings in May and June to complete the development.

Since several new Commissioners have just recently joined the Commission, it may be prudent to use this meeting to provide background on the current Work Plan, but not assign commissioners to work plan items until the Plan is revised in the coming months.

LINKS/ATTACHMENTS:

1. LCAC 2016-2017 Workplan Official

Library, Culture & Arts Commission

FY 2016-17 Work Plan**City Council Approved: June 15, 2016**

Overall Mission: To assist the City Council in accomplishing its goals by fostering an environment conducive to and supportive of the arts, culture, and life-long learning in Morgan Hill, working with existing community groups to promote resources, and facilitate partnerships.

Project (Commissioner Responsible)	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Desired Outcome
Liaison with City Departments, Other Community Groups, MH Citizens	Improving Our Communication Developing Our Community	July 1	June 30	CS Director (minimal)	(1) Draft and send letter to appropriate City Staff to introduce new LCAC members and provide update of activities (Castleberry) (2) Participate with other groups to support community outreach and support arts and culture in the community (including Valle del Sur, El Toro Arts) (Clark/Williams/Paul) (3) Monitor city and downtown activities, groups, and projects; offer support when needed (Lake/Paul)
Permanent and Proposed Public Art	Improving Our Communication Developing Our Community Enhancing Our Community	July 1	June 30	CS Director (minimal) Economic Develop Staff (minimal) Com Srvs Supervisor (minimal)	(1) Update permanent art inventory and update online art catalogue on City's website to better promote the collection, respond to maintenance needs, and create a "virtual tour" (Williams/Clark) (2) Partner with local Artists to display their work. Review the possibility of implementing a utility box art program or other programs (doors, walls, etc.) (Vrabel/Williams/Clark) (3) Form subcommittees as needed to support special art requests that come forward (All) (4) Review opportunities for funding Public Art and Performing Arts in the Future (Clark/Paul/Castleberry) (5) Identify opportunities to support future downtown art improvements. (Hennessey)

Attachment: LCAC 2016-2017 Workplan Official (1116 : LCAC Work Plan April 2017)

Project (Commissioner Responsible)	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Desired Outcome
Art and Culture Events	Improving Our Communication Developing Our Community Enhancing Our Community Supporting Youth	July 1	June 30	CS Director (minimal) CS Srvs Coordinator (minimal)	(1) Coordinate implementation of Breaking the Soun Barrier event (Hennessey/Castleberry) (2) Facilitate youth events and art events (including , a la Carte) (Castleberry/Paul/Hennessey) (3) Research opportunities for posting of youth art in different areas within the City (Lake/Vrabel) (4) Develop a contest to name the Tarantula (Castleberry)
Library Outreach and Support	Planning Our Community Supporting Youth	July 1	June 30	Library Staff (Moderate) Public Works Staff (Significant)	(1) Support Library Card Drive (Lake/Vrabel) (2) Establish Commissioner's Corner in Library to provide book recommendations (All) (3) Support the Library Expansion Project (a) Coordinate with Friends of Library on Library Development (Hennessey/Paul/Vrabel) (b) Coordinate on Library Expansion with a special focus on youth technology (Lake) (c) Participate in the Library design process making recommendations to the City Council (All) (4) Participate in annual Library Commissioners Foru (Castleberry/Lake)
Staff Resources Required: 0-50 hours: Minimal; 51-100 hours: Moderate; 100+ hours: Significant					



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 4, 2017

PREPARED BY: Yat Cho, Senior Project Manager

APPROVED BY: Chris Ghione, Community Services Director

LIBRARY EXPANSION CONCEPT DESIGN REVIEW

RECOMMENDATION(S)

The Commission review and provide comments on the Library Expansion Project conceptual design.

REPORT NARRATIVE:

The New Morgan Hill Public Library was originally completed in August, 2007. Since its inception, the Library demands and space needs have continued to grow due to its popularity. In order to quantify the additional growth, a space needs study was necessary. The study was performed by Weston Miles Architects (WMA) and funded through the Friends of the Morgan Hill Library.

WMA met with Library staff and other key user groups to determine and prioritize a possible library expansion. The study analyzed key areas in which expansion and/or interior alterations are needed, packaged the expansion priorities into functional areas, and assigned rough costs for budgeting purposes. The key library areas being analyzed included the children's story time area, reading garden, a larger bookstore, staff administration needs, increased storage, a larger program area, adult book stacks, a quiet reading area.

City staff used the above findings to create a capital improvement project (CIP) called the Library Expansion Project. Through a Request for Proposal (RFP) process, WMA was awarded a contract to perform the design for the Library Expansion in August, 2016.

In the last few months, Weston Miles, Inc. staff continued to collect information and to formulate a conceptual design for the library expansion project that fits the overall needs of the Library. The information collection phase is complete and WMA is ready to have the Commission review and provide comments on the proposed conceptual design prior to the start of the design.

LINKS/ATTACHMENTS:

1. Designs and Presentation

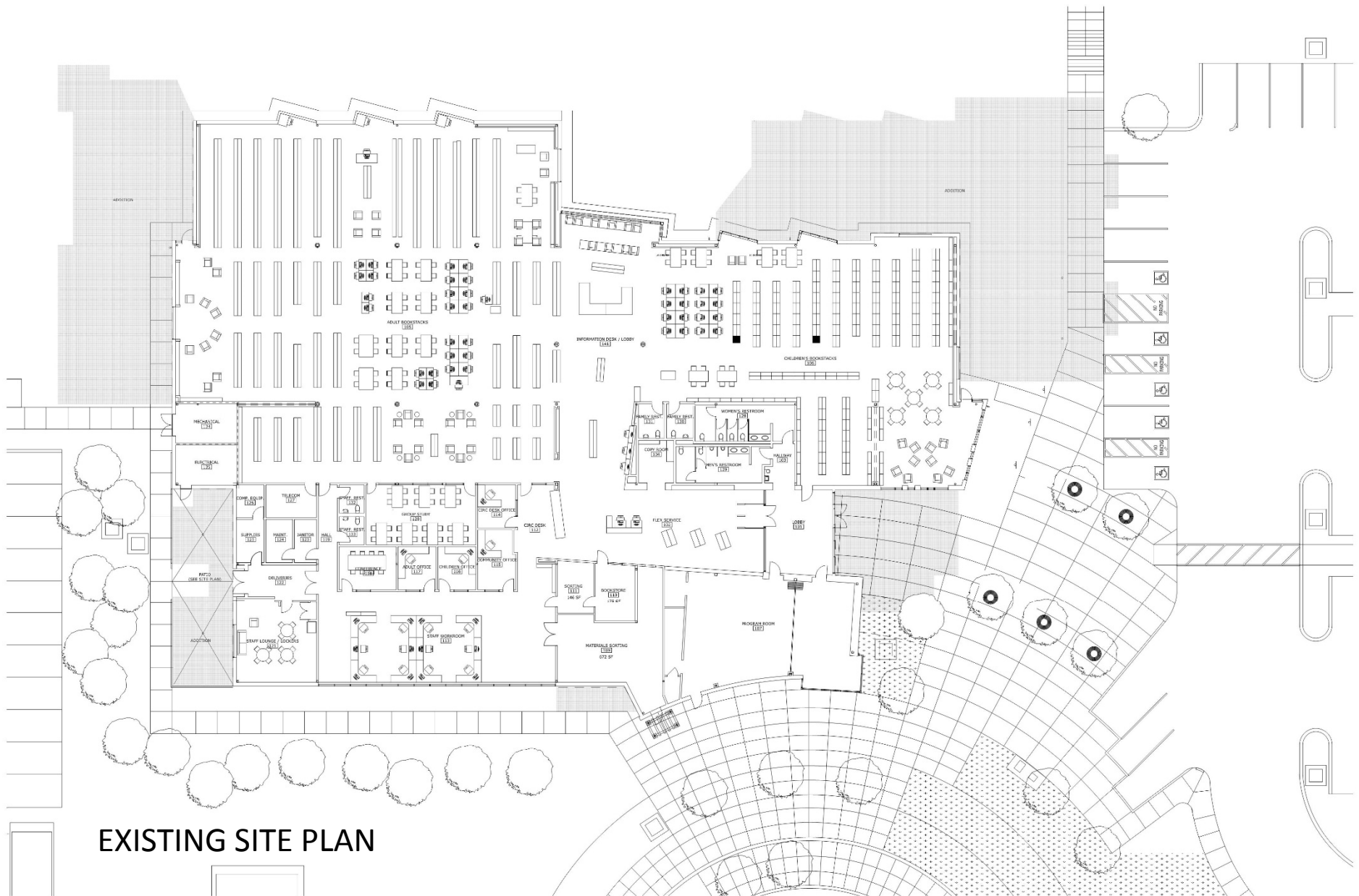
MORGAN HILL LIBRARY

EXPANSION PROJECT

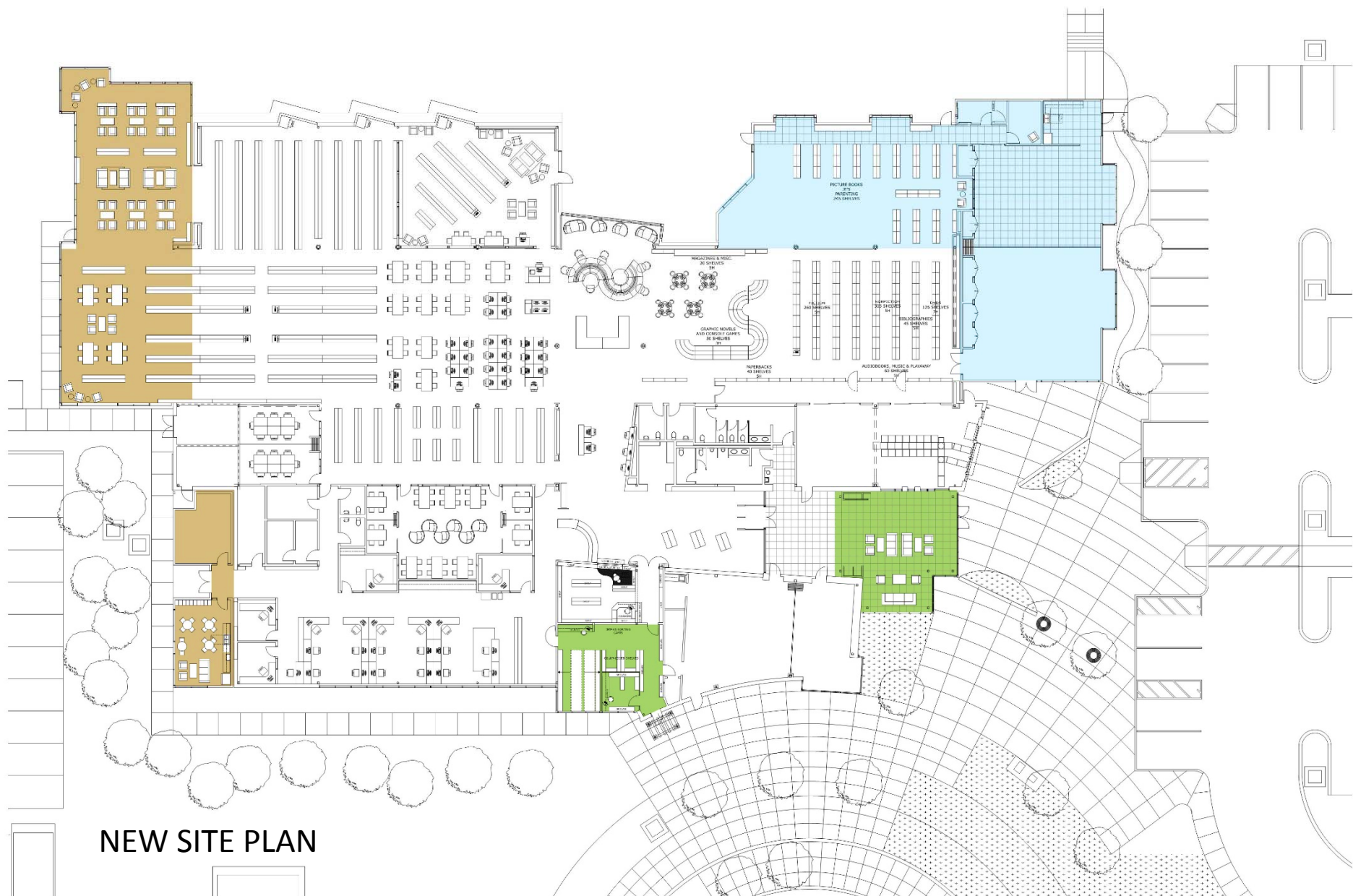


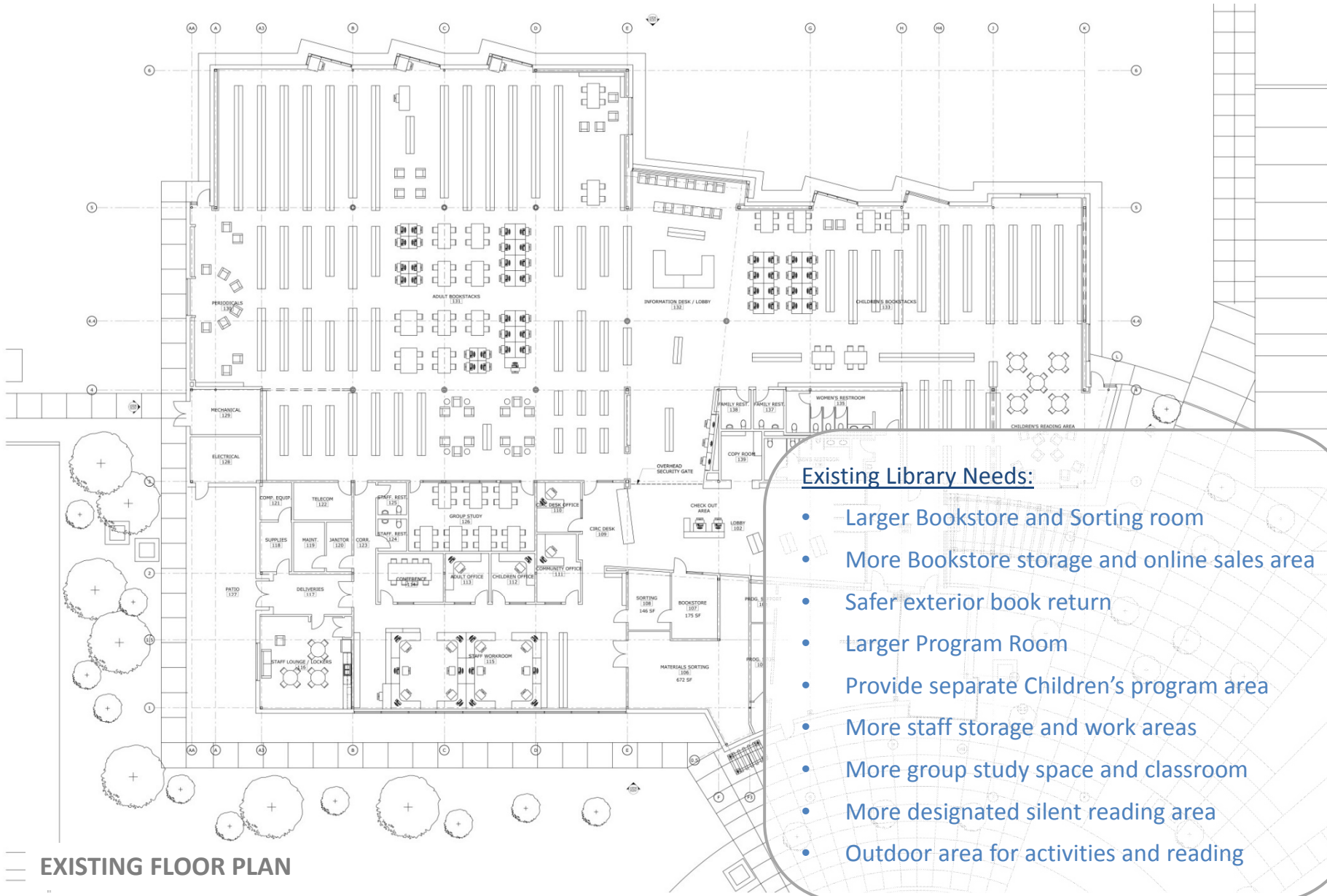
WESTON MILES
ARCHITECTS





EXISTING SITE PLAN





WESTON MILES
ARCHITECTS

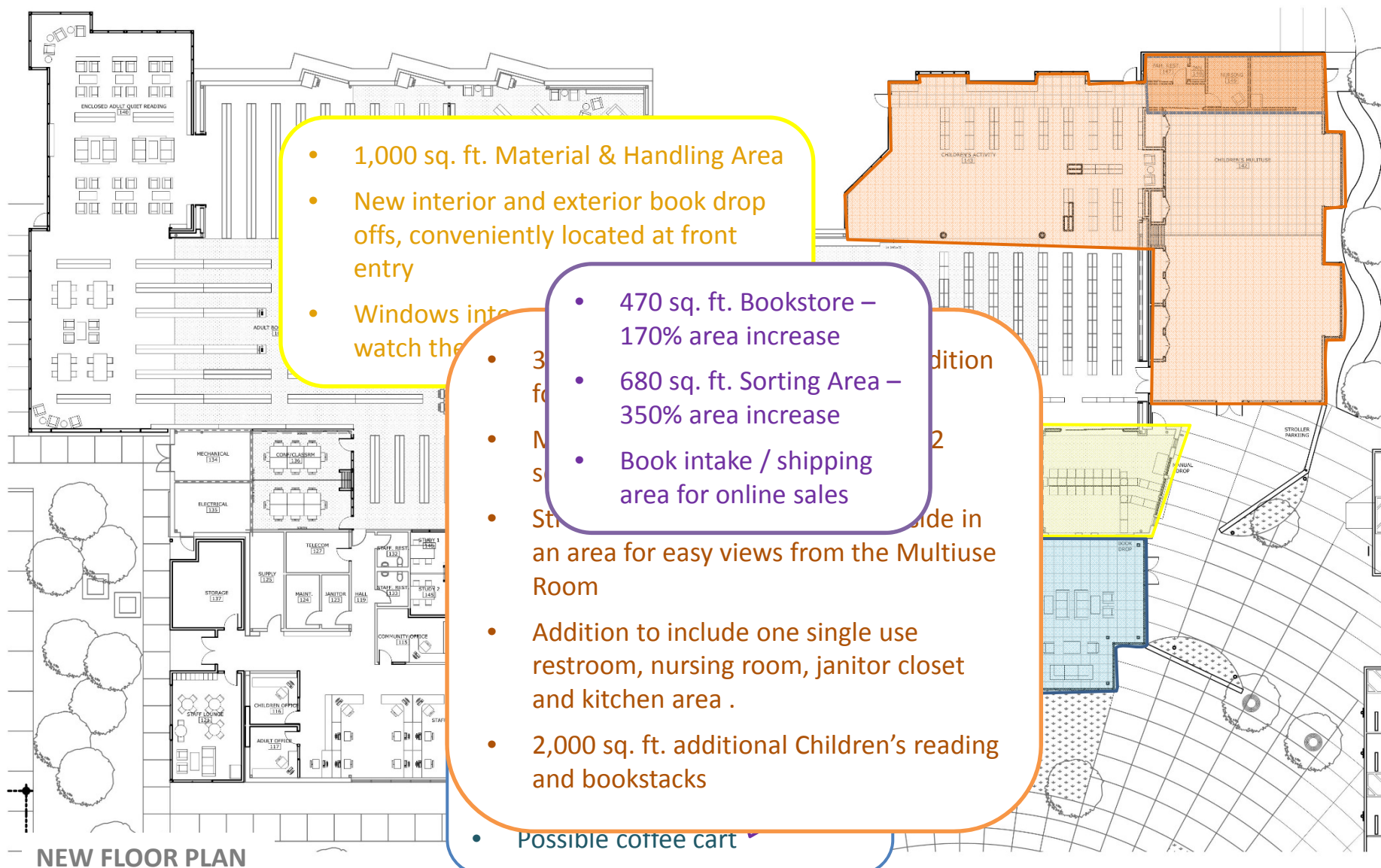


FRIENDS OF THE LIBRARY
MORGAN HILL, CALIFORNIA

santa clara
county
library district
1914-2014



MORGAN HILL LIBRARY EXPANSION PROJECT



- Remodel existing Teen Reading Area to allow more natural light into the space
- Orient the stacks and furniture to create a more welcoming atmosphere that can be monitored by the staff

- Reorient the stacks in the adult section to allow more natural light into the space from the South facing wall and by adding more windows for views

Additional staff work area and

staff area to create a workspace

- 1,500 sq. ft. Periodicals / Silent Reading area addition
- 1,400 sq. ft. additional Adult Bookstacks and seating area addition

- Move Information desk closer to lobby to open up seating area by window
- Work corrals that could be used by all that would help block the sun on bright days. Lets looks at some possible furniture designs....

NEW FLOOR PLAN

WESTON MILES
ARCHITECTS



FRIENDS OF THE LIBRARY
MORGAN HILL, CALIFORNIA

santa clara
county
library district
1914-2014



MORGAN HILL LIBRARY EXPANSION PROJECT



Agati POD furniture
that's cleanable



POSSIBLE FURNITURE ADDITIONS

WESTON MILES
ARCHITECTS

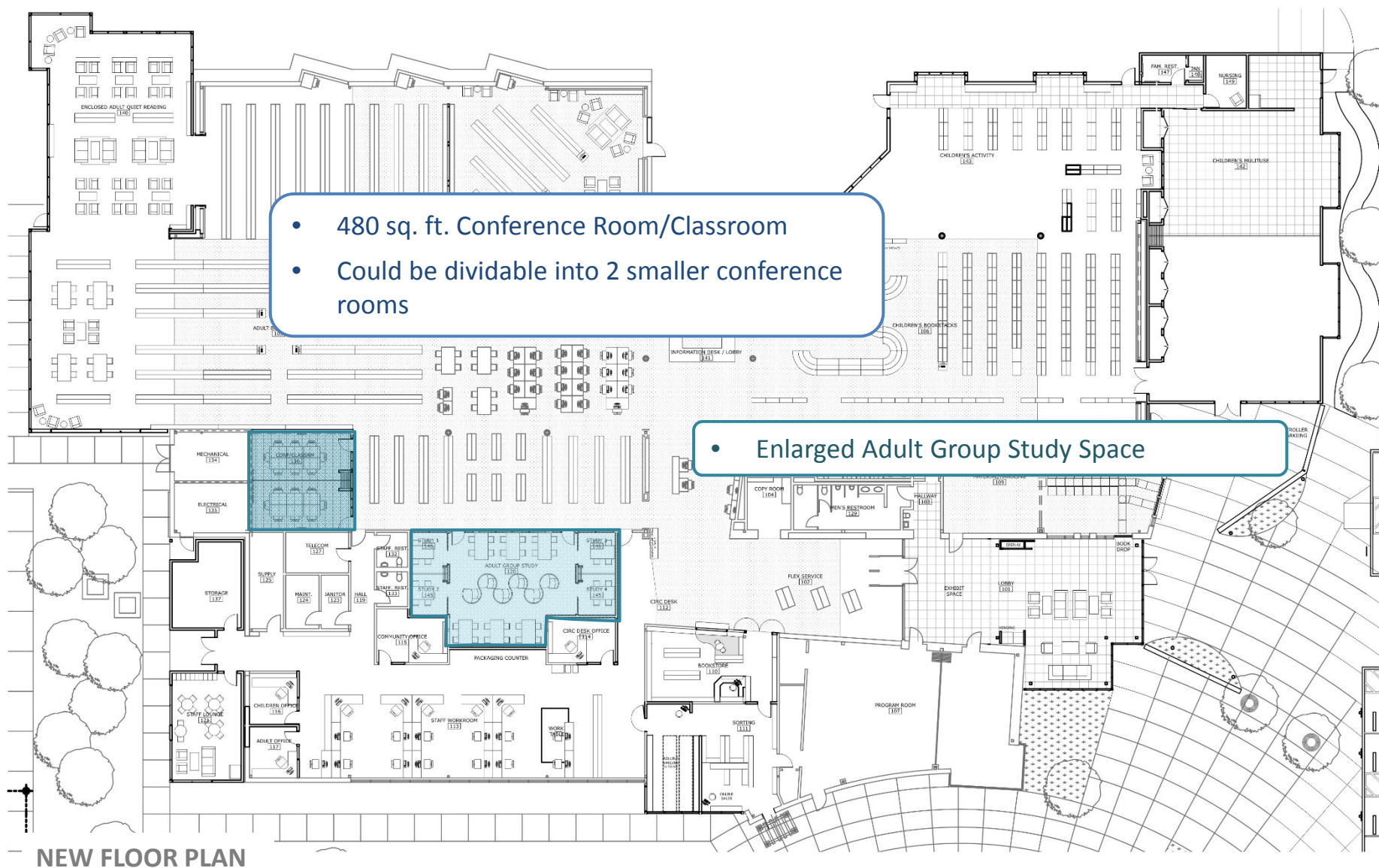


FRIENDS OF THE LIBRARY
MORGAN HILL, CALIFORNIA

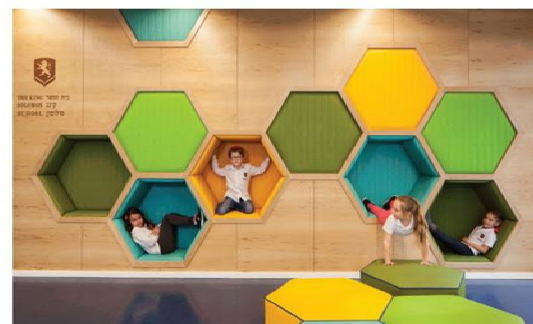
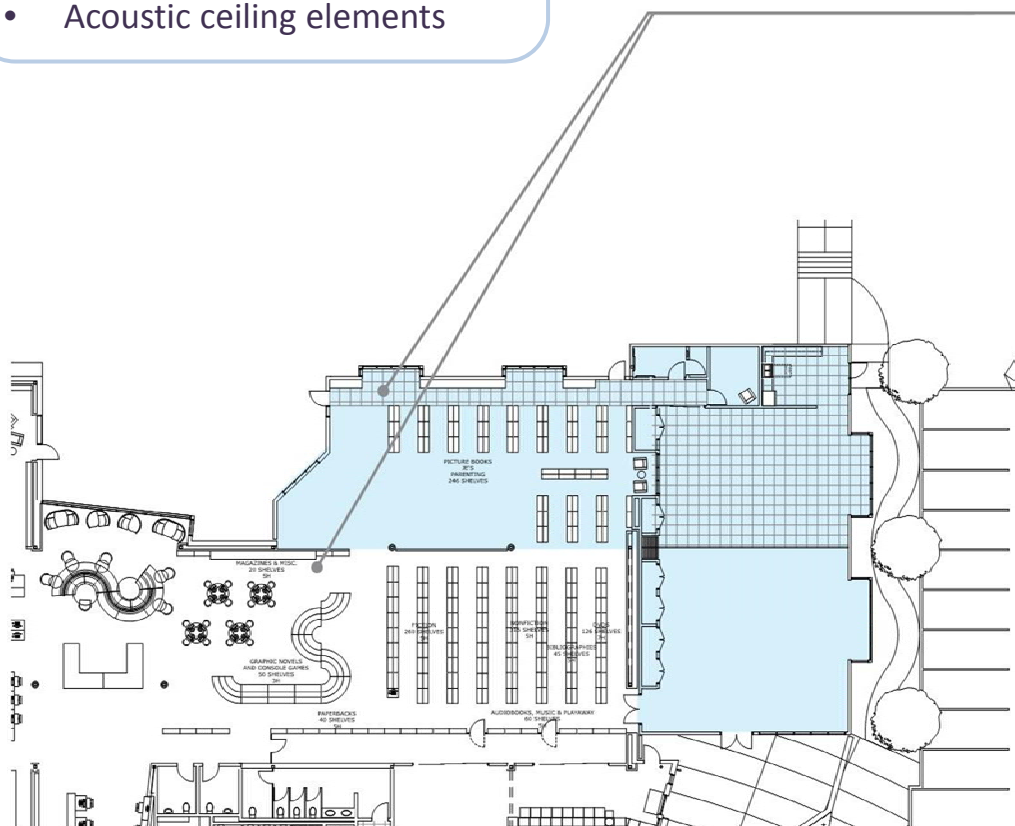
santa clara
county
library district
1914-2014



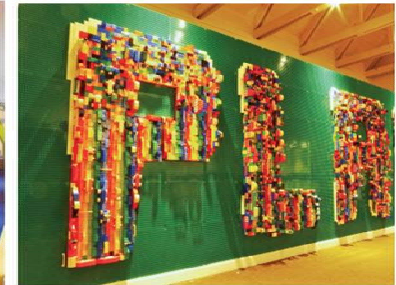
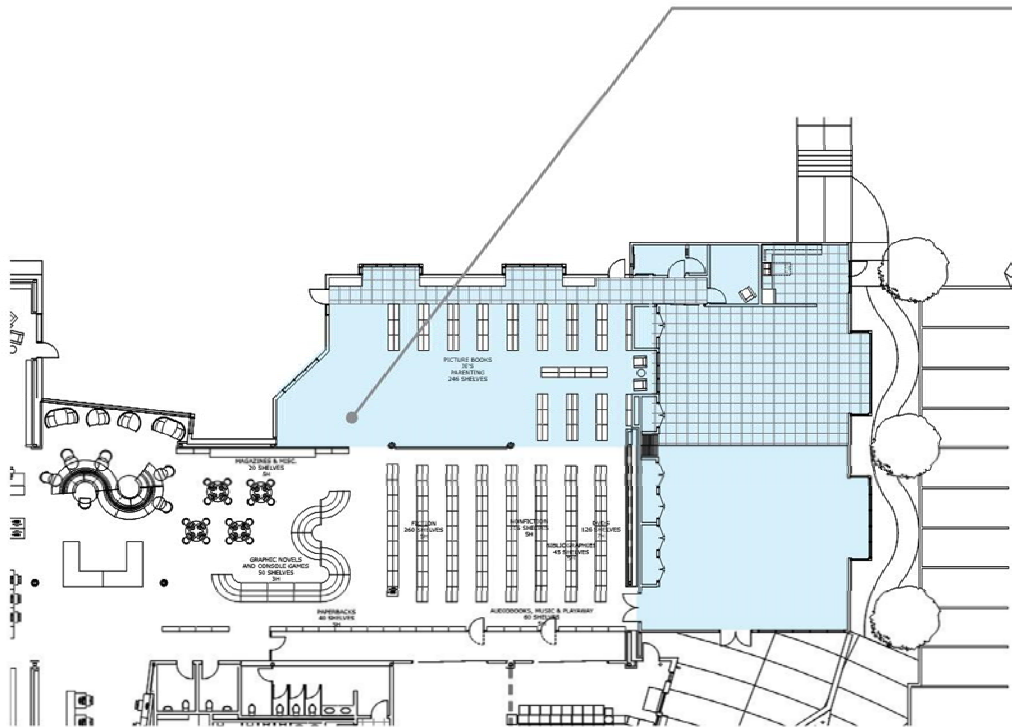
MORGAN HILL LIBRARY EXPANSION PROJECT



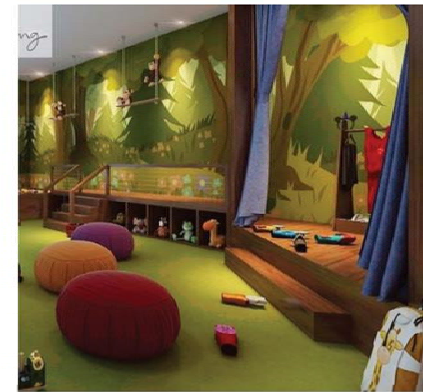
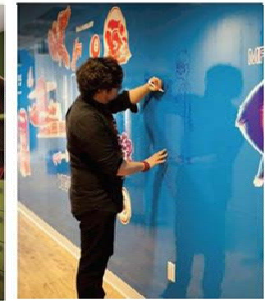
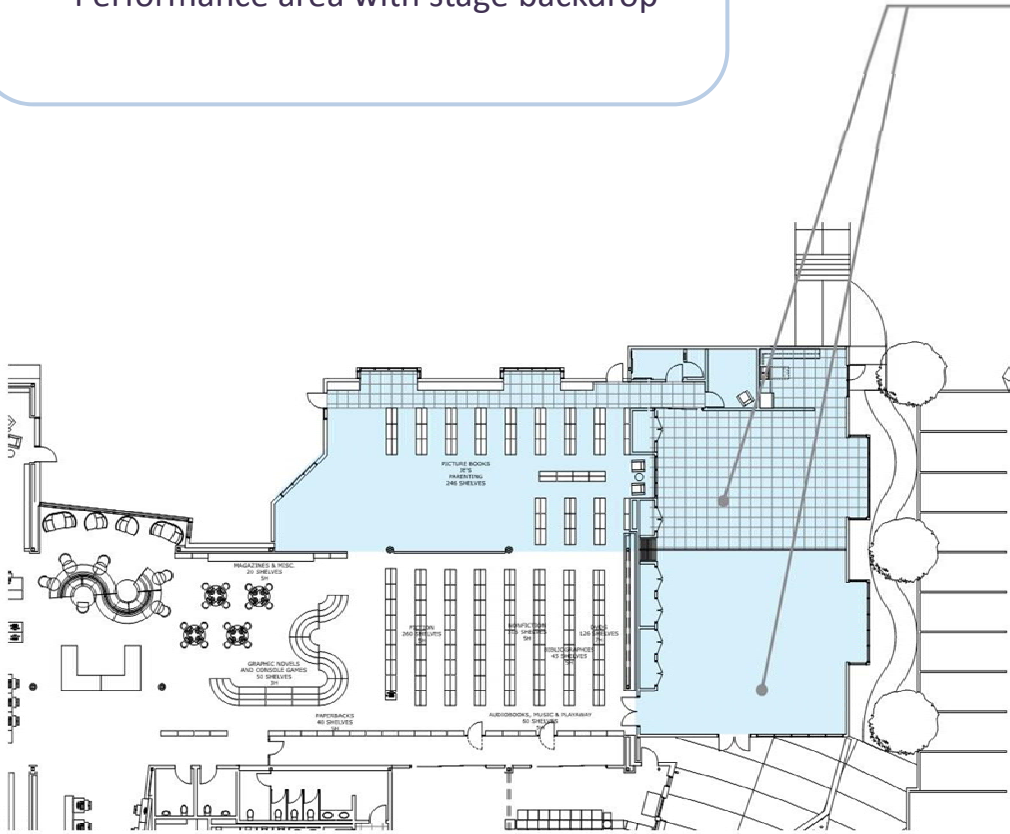
- Children's Reading Area
- Built in seating areas for easy storage and wayfinding
- Acoustic ceiling elements



- Children's Activity Area
- Interactive areas that encourage learning and creativity
- Modular seating options



- Children's Craft and Performance Area
- Built in craft areas with writable or magnetic surfaces
- Performance area with stage backdrop





SCHEMATIC FRONT RENDERING

WESTON MILES
ARCHITECTS



FRIENDS OF THE LIBRARY
MORGAN HILL, CALIFORNIA

santa clara
county
library district
1914-2014



MORGAN HILL LIBRARY EXPANSION PROJECT



Thank You!