

COUNTY OF ALBEMARLE

EXECUTIVE SUMMARY

AGENDA TITLE: Crozet Library Steering Committee	AGENDA DATE: May 7, 2008
SUBJECT/PROPOSAL/REQUEST: Proposal to form a Steering Committee for the Crozet Library Project	ACTION: X INFORMATION:
STAFF CONTACT(S): Messrs. Tucker, Foley, Davis, and Letteri and Ms. Catlin	CONSENT AGENDA: ACTION: INFORMATION:
LEGAL REVIEW: Yes	ATTACHMENTS: Yes
	REVIEWED BY:

BACKGROUND:

The Board adopted the Crozet Master Plan in December of 2004, which included a new Crozet Library to provide enhanced library services to the community, and authorized construction of the Downtown Crozet location in November of 2006. The library is envisioned to serve as an anchor for a revitalized downtown Crozet, a major public sector investment and a visible presence that will help support critical infrastructure improvements such as parking, sidewalks and the new Main Street. Construction is anticipated to begin in the Summer of 2009 and completed in the Spring of 2011. Additional background information regarding the library is provided in Attachment A.

STRATEGIC PLAN:

Goal 1 - Enhance Quality of Life for All Citizens
Goal 4 - Effectively Manage Growth and Development

DISCUSSION:

The design of a community library in a central downtown center is a complex undertaking, involving multiple stakeholders, competing interests and the need to balance a multitude of factors. The formation of a steering committee provides a venue for managing this process in a timely and efficient manner. The committee's success will depend on it being vested by the Board of Supervisors with a level of responsibility that will allow the project to move along on the desired timeline, with appropriate check-ins by the Board of Supervisors. The committee will not be a substitute for the general public engagement process involving all interested area residents that will be a critical part of this project.

The proposed Steering Committee is an advisory committee and will provide the following functions:

- Public/stakeholder engagement process;
- Analysis, evaluation and consideration of design alternatives;
- Development of preferred conceptual design;
- Recommendation to Board of Supervisors on preferred design.

The work of the committee shall begin with the start of the formal design of the library and end with the conclusion of the schematic design phase. The Office of Facilities Development will

oversee the design development, construction document and construction phases of the project.

BUDGET IMPACT:

No budget impact is anticipated.

RECOMMENDATIONS:

Staff requests that the Board approve the formation and charge of the Crozet Library Steering Committee as outlined in attachment B.

ATTACHMENTS

[A – Additional Background Information on Crozet Library](#)

[B – Steering Committee Charge Statement](#)

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