

MEETING MINUTES

ISSUE DATE 7-31-23

MEETING INFORMATION

MEETING DATE	July 14, 2023	MEETING TIME	Noon
MEETING NAME	Design Meeting	MEETING LOCATION	Cascade City Hall

PROJECT NAME Cascade Public Library

FEH PROJECT NUMBER 2021310

MINUTES PREPARED BY Michael Gehl

ATTENDEE NAME	ORGANIZATION	PHONE	EMAIL
<input checked="" type="checkbox"/> Kevin Eipperle	FEH Design	563-583-4900	kevine@fehdesign.com
<input type="checkbox"/> Christy Monk	FEH Design	563-583-4900	christym@fehdesign.com
<input checked="" type="checkbox"/> Michael Gehl	FEH Design	563-583-4900	michaelg@fehdesign.com
<input checked="" type="checkbox"/> Melissa Kane	Library Director		cpl@netins.net
<input checked="" type="checkbox"/> Mike Beck	Community Member		Beckcon@netins.net
<input checked="" type="checkbox"/> Monica Recker	Library President		mnrecker@gmail.com
<input checked="" type="checkbox"/> Marie Thomas	Community Member		newhome813@gmail.com
<input type="checkbox"/> Megan Olophant	City Council		Olophant.megan@gmail.com
<input type="checkbox"/> Lisa Kotter	City Administrator		admin@citycascade.com
<input type="checkbox"/> Riley Rausch	City Council		Cascadeseat4@gmail.com
<input type="checkbox"/> Steve Knepper	Mayor		
<input type="checkbox"/> John Noonan	Community Member		jnoonan@cascade-mfg-co.com
<input type="checkbox"/> Maureen McDermott	Donor		
<input type="checkbox"/> Ellie Wigginton	FEH Design	563-583-4900	elliew@fehdesign.com
<input type="checkbox"/> Dieter Muhlack	DELTA 3	563-542-9005	muhlackd@delta3eng.biz
<input type="checkbox"/> Brian Fuller	JDR Engineering	608-819-0206	fuller@jdreng.com
<input type="checkbox"/> CeAnn Brickley	Friend of Library		ceannb@netins.net
<input checked="" type="checkbox"/> John Howard	Library Board		jd5657@netins.net
<input type="checkbox"/> Mike Delaney	City Council		Cascadeseat3@gmail.com

DISTRIBUTION Library Board

PURPOSE FEH Design Process

DISCUSSION

1. Goals for Success
2. Timeline



- a. Full page turn Wednesday July 19, @ 1:30.
 - b. City Council Meeting; Adopt plans July 24.
 - c. Issue Bid Documents July 28.
 - d. Prebid meeting August 8 @ 10AM.
 - e. Bids will be due September 7 @ 3 PM to the City Hall. Addressed to Lisa Kotter.
 - f. Award of contract September 25; City Council Meeting
 - g. Groundbreaking Ceremony October 4 @ 5:30
 - h. Start Construction Period March 1, 2024.
 - i. Substantial Completion March 1. 2025.
 - j. Furniture Installation; 2 weeks; March 2025
 - k. Technology Installation; 2 weeks; March 2025.
 - l. Final Completion Friday, March 28.
 - m. Moving into Building March/April 2025.
 - n. Grand Opening and Dedication April 2025.
- 3. Budget**
- a. Need to update, Geothermal HVAC is now part of the base bid not an alternate.
- 4. Design Review**
- a. **Site**
 - b. **Plan**
 - i. The plan was revised to consider functionality of staff areas.
 - ii. Add a table in the work area for more work surface; the table will create a T from the casework.
 1. The book cart parking location will need to be relocated.
 - c. **Exterior Design**
 - d. **Finishes**
 - i. A better tackable wall surface was proposed and accepted by the group. The sample was replaced on the material board.
- 5. Other Items**
- a. Donor wall – Committee likes the bookshelf concept. Each donor gets their name on a book spine made of different wood.
 - b. Donor Signage- small metal plaque which will be provided later, not in bid documents.
 - i. Future sign locations will be noted for blocking to be provided.
 - c. The committee decided that there will be no suspended signage.
 - d. There will be a sign stating Friends of the Library above the bookshelf for the Friends.
 - e. The Dedication Plaque will be located in the corridor across from door 102.1.
 - f. Library hours will be posted on the main entrance door glass.
 - g. Melissa stated she would like the interior book drop to be labeled on the circulation desk.
 - h. The adult patio door and the staff entrance should have signage stating no readmittance on the doors.
 - i. Exterior signage is to be dark gray to coordinate with the gray slate roof.
- 6. Electronic Sign (Visit on Site @ 11:30)**
- a. The sign displayed on the sign truck is 10MM resolution and the screen is 3'x7'.
 - i. Overall sign size is 3'-5" x 7'3"
 - b. Cost
 - i. The 10MM to the 8MM is a 12-15% cost difference.
 - ii. The 8MM to the 6MM is another 12-15% cost difference.



- c. A sign smaller than 3'x7' was recommended to be 6MM.
- d. The company guarantees parts for 10 years after purchasing the sign.
- e. The sign will be equipped with 4G cellular communication and updating the sign will be done via computer. The data plan is included with the sign.
- f. There will be free training that teaches the library staff how to use the sign; training is free the life of the sign so multiple training sessions can be provided.
- g. This sign does dim at night.
- h. The committee stated they would be happy with the 10MM or the 8MM matrix resolution based on the viewing distance from the street.
- i. The committee also stated that they do not want a sign smaller than the 3'x7' sign; which is larger than the 2'x3' sign in the current design.

7. Front End Specifications

- a. No review took place.

8. Next Steps and assignments

a. FEH Design

- i. Continue Construction Documents
- ii. Send Brian Fuller Electronic Sign Specifications.

b. City of Cascade/ Committee

- i. Committee to inform FEH Design about equipment to be purchased by owner.

9. Next Meeting: July 19, 2023, 1:30.

- a. City Council Meeting July 24, 2023
- b. August 8, 2023 meeting at the City Hall 10 AM Bid meeting
- c. Bids will be due at the city Hall and addressed to Lisa.
- d. September 25, 2023. 5:00 PM - Library Board Meeting before the City Council Meeting

This is the author's understanding of the items discussed. Please notify us of any discrepancies within 7 days so revised minutes can be issued.

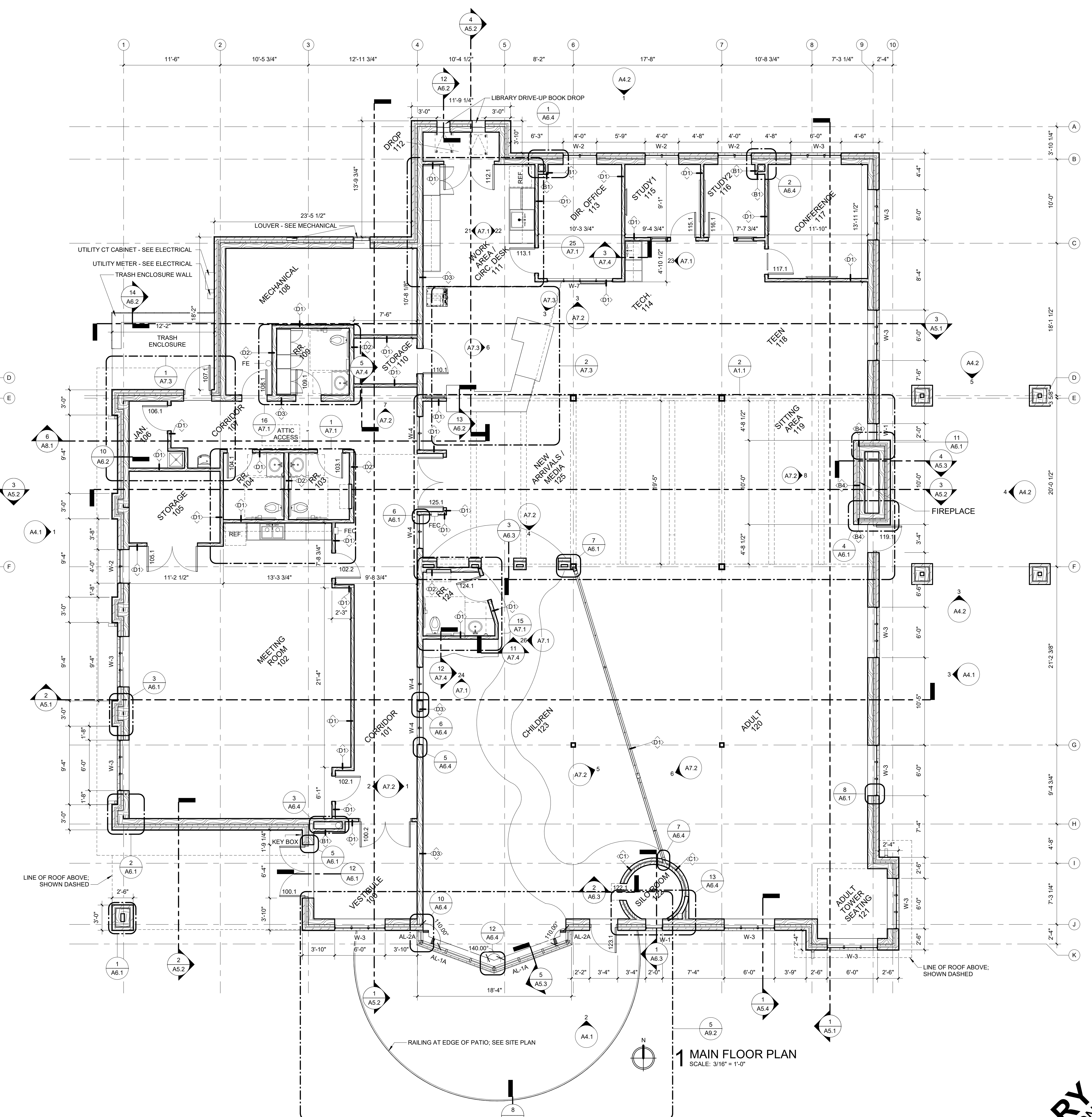
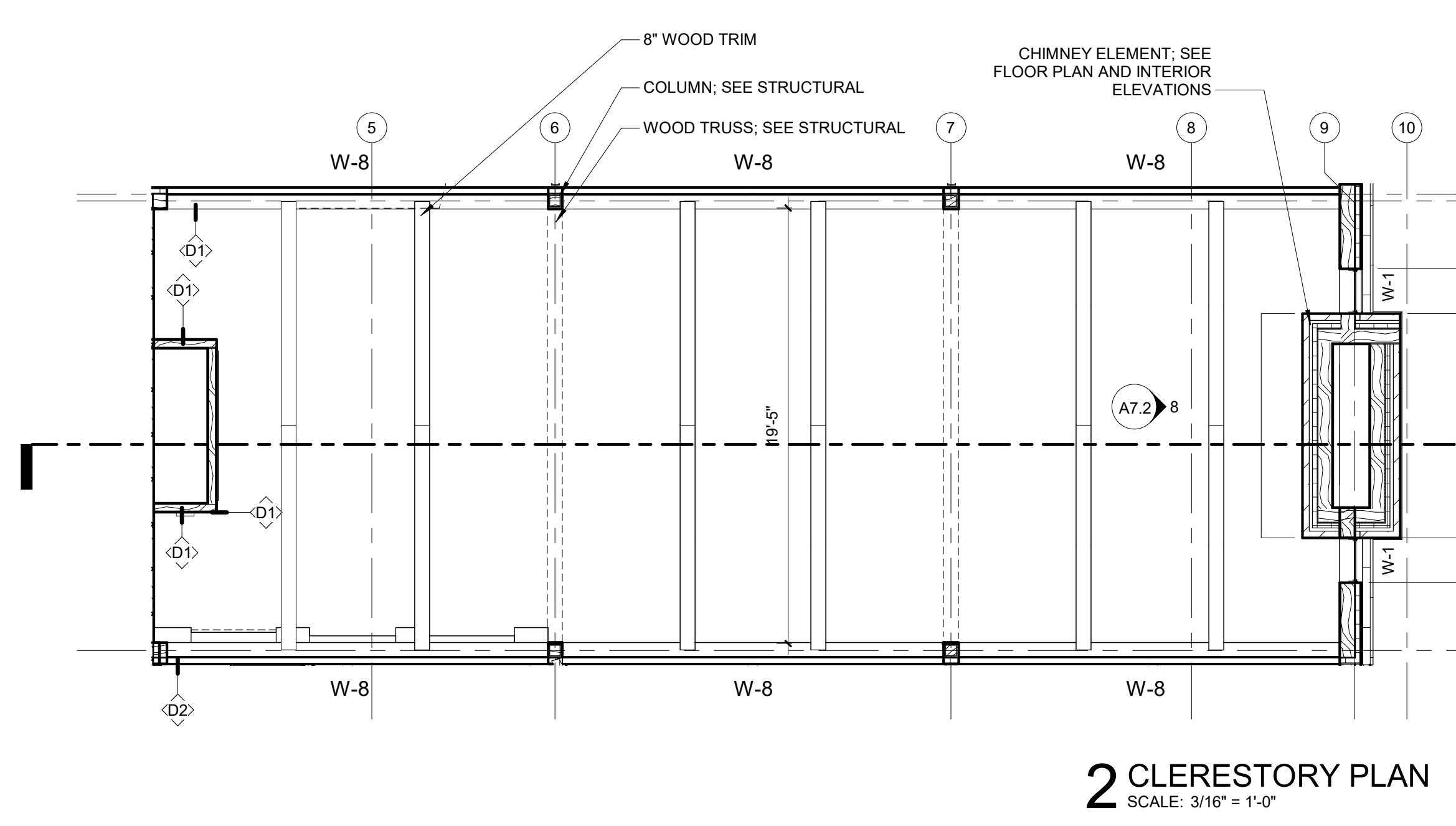
Attachments: Plan/ Drawings

Cascade Public Library Goals for Success

1 July 2021

Create a new Cascade Library that:

- provides adequate space for a robust collection.
- offers adequate space for delivering services and programming.
- provides access to current, 21st Century technologies and tools (i.e. internet, computers, digital media, 3D printer, laser cutter).
- is expandable and flexible to accommodate change in the future to best insure its longevity.
- is built with materials to withstand the test of time.
- is developed after a thorough evaluation of the possible options to best insure its suitability for the community.
- becomes a space for the community to gather.
- is inviting and welcoming to people of all ages, especially preteens/teens that are overlooked by current library spaces.
- is family friendly and an exciting and fun place to visit.
- provides barrier free access for everyone.
- is a safe and secure place for all users.
- is centrally located and has walking access.
- reflects the Heart and Soul values of Cascade:
 - C – Community: We cherish our history, but look towards the future to bring together long-time residents and newcomers alike.
 - A- Atmosphere: We pride ourselves on the generous, kind people who support one another, creating a family atmosphere.
 - S – Safety: We are dedicated to sustaining a well-kept, safe community that everyone can call home.
 - C – Convenience: We value our centrally-located community with amenities for all.
 - A – Activities: We treasure the activities that bring our community together through music, sports, faith & other events.
 - D – Development: We value our local businesses and industries that create jobs and encourage growth & revitalization.
 - E – Education: We invest in future generations by offering excellent choices in childcare, schools & extracurricular activities.



FLOOR PLAN LEGEND

	FIRE EXTINGUISHER ON BRACKET (FE)
	FIRE EXTINGUISHER CABINET (FEC)

PRELIMINARY
NOT FOR CONSTRUCTION

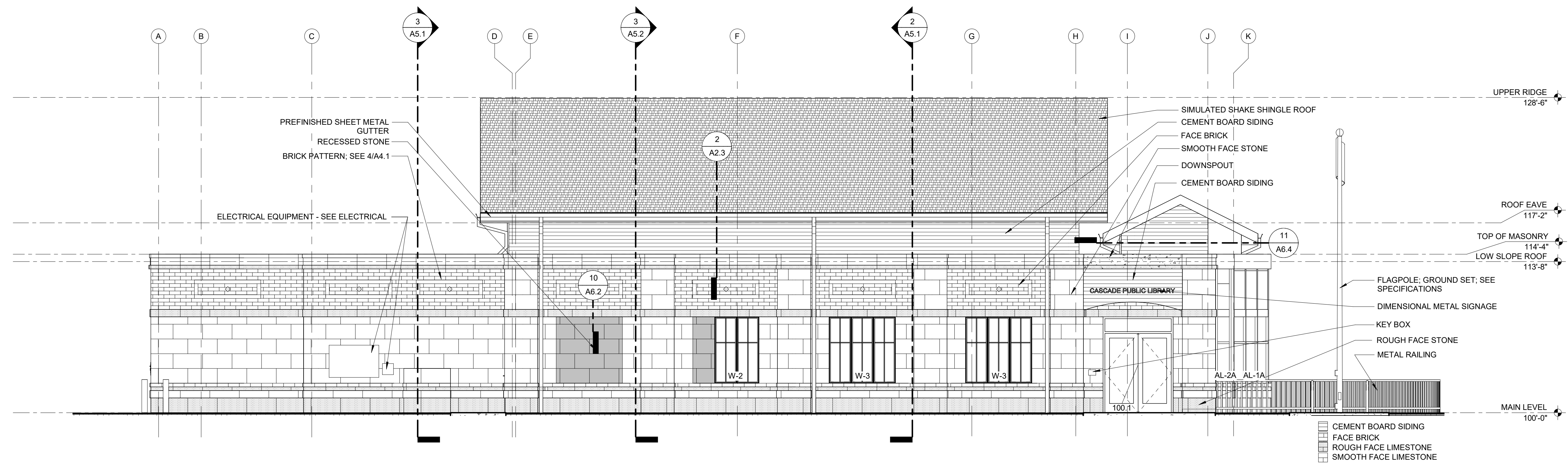
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CASCADE PUBLIC LIBRARY
 SECOND AVENUE SW.
 CASCADE, IOWA

DATE ISSUED: 14 JULY 2023
 REV. NO. DATE

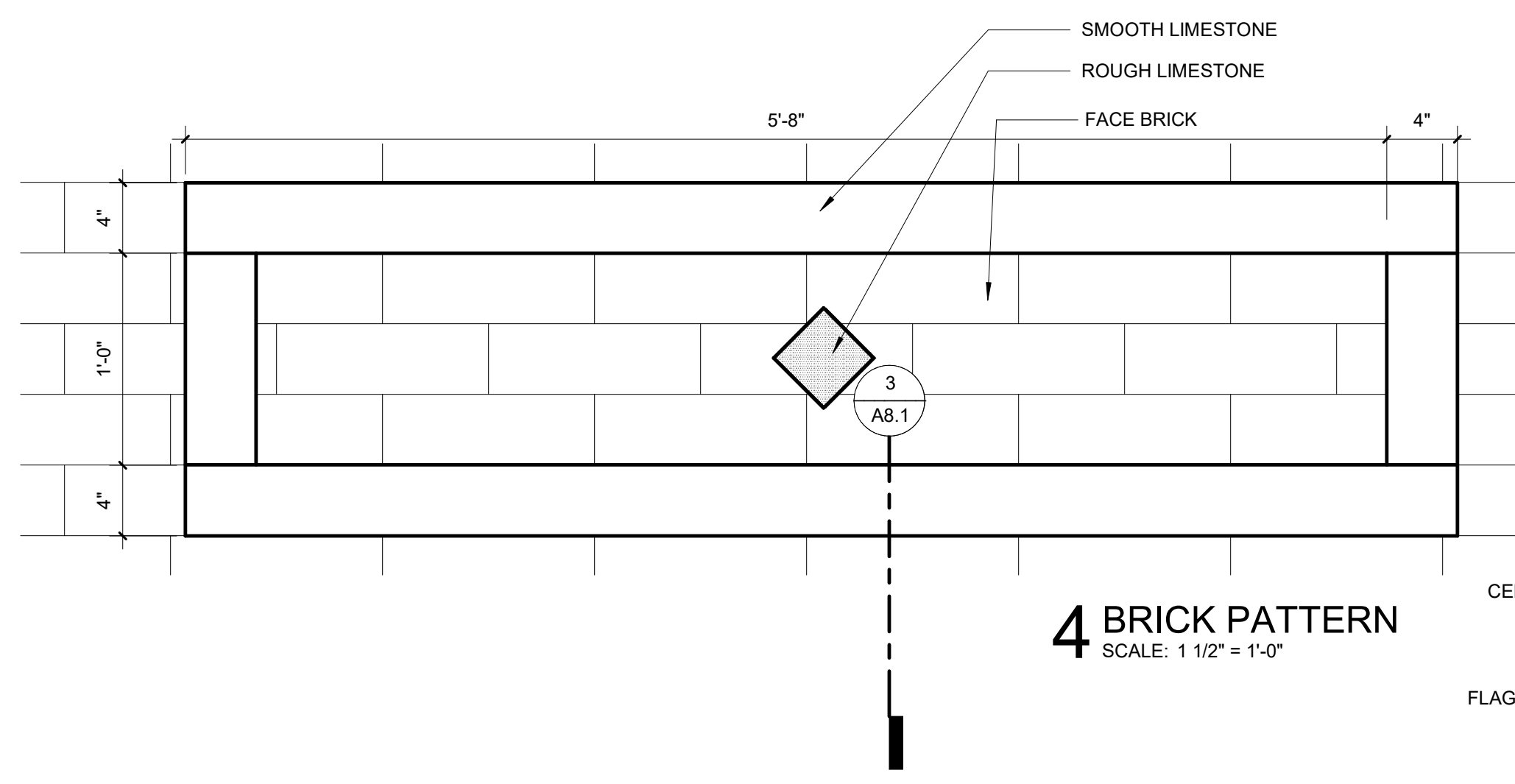
PROJECT NUMBER: 2021310
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IN ASSOCIATION WITH:

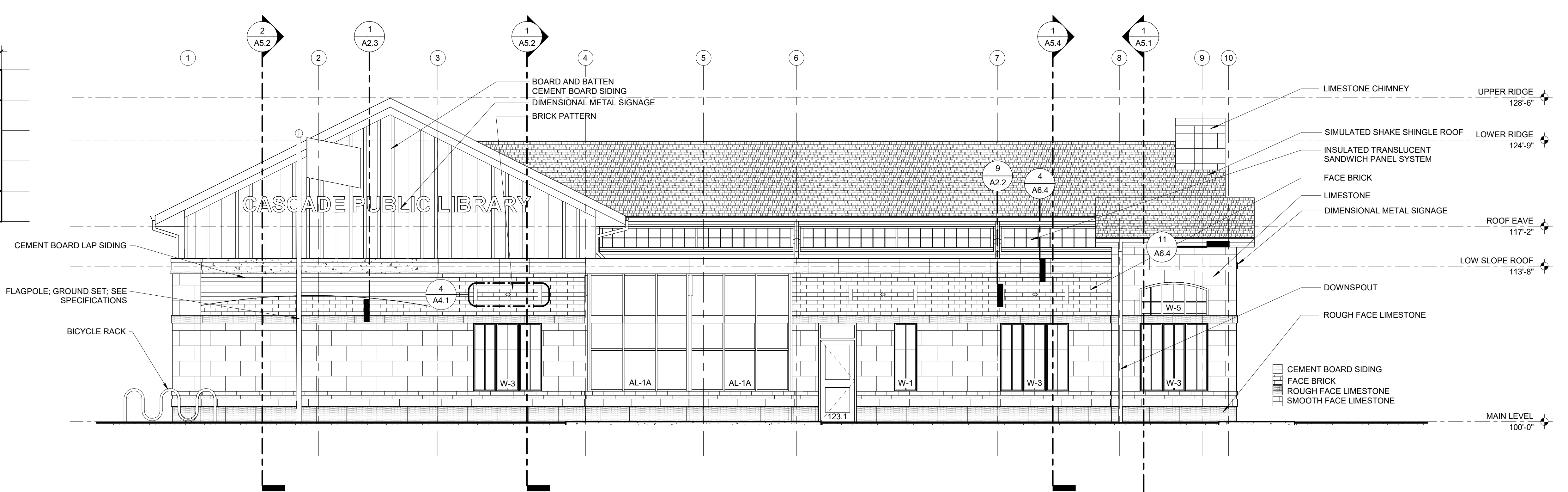
FEH DESIGN
 SIOUX CITY, IA
 DES MOINES, IA
 DUBUQUE, IA
 ECONOMOWOC, WI
 (712) 252-3889
 (515) 288-2000
 (663) 983-4600
 (262) 968-2055
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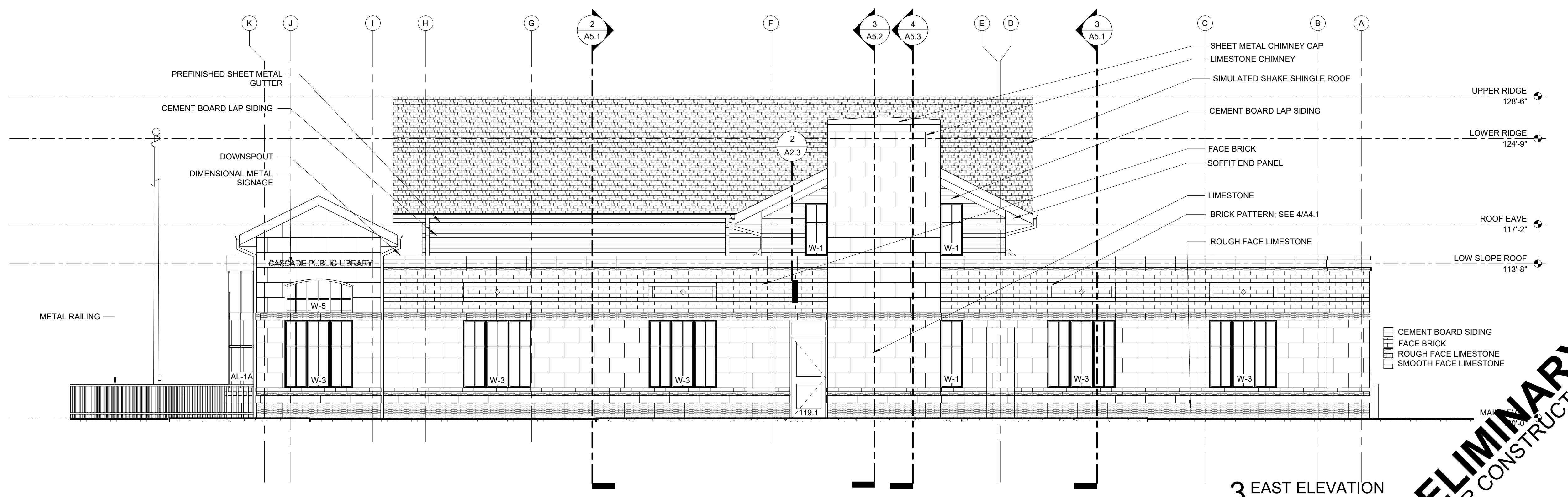
1 WEST ELEVATION
SCALE: 3/16" = 1'-0"



4 BRICK PATTERN
SCALE: 1 1/2" = 1'-0"

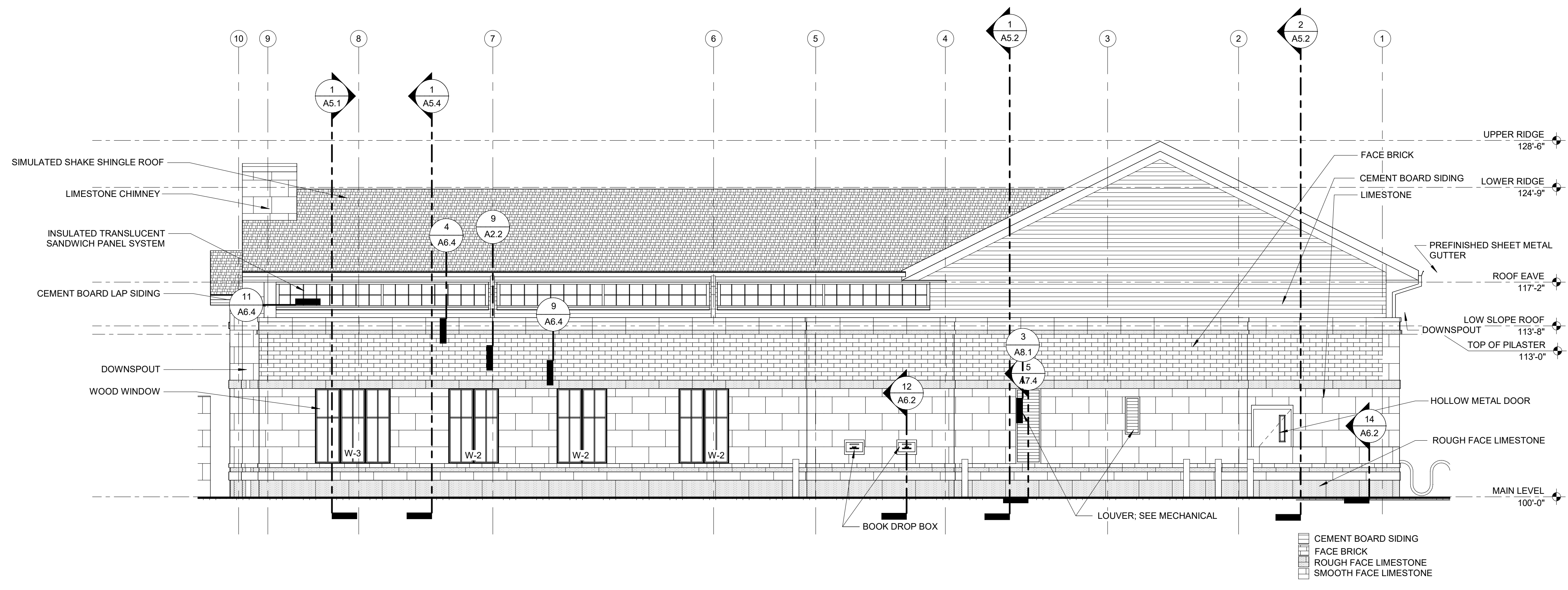


2 SOUTH ELEVATION
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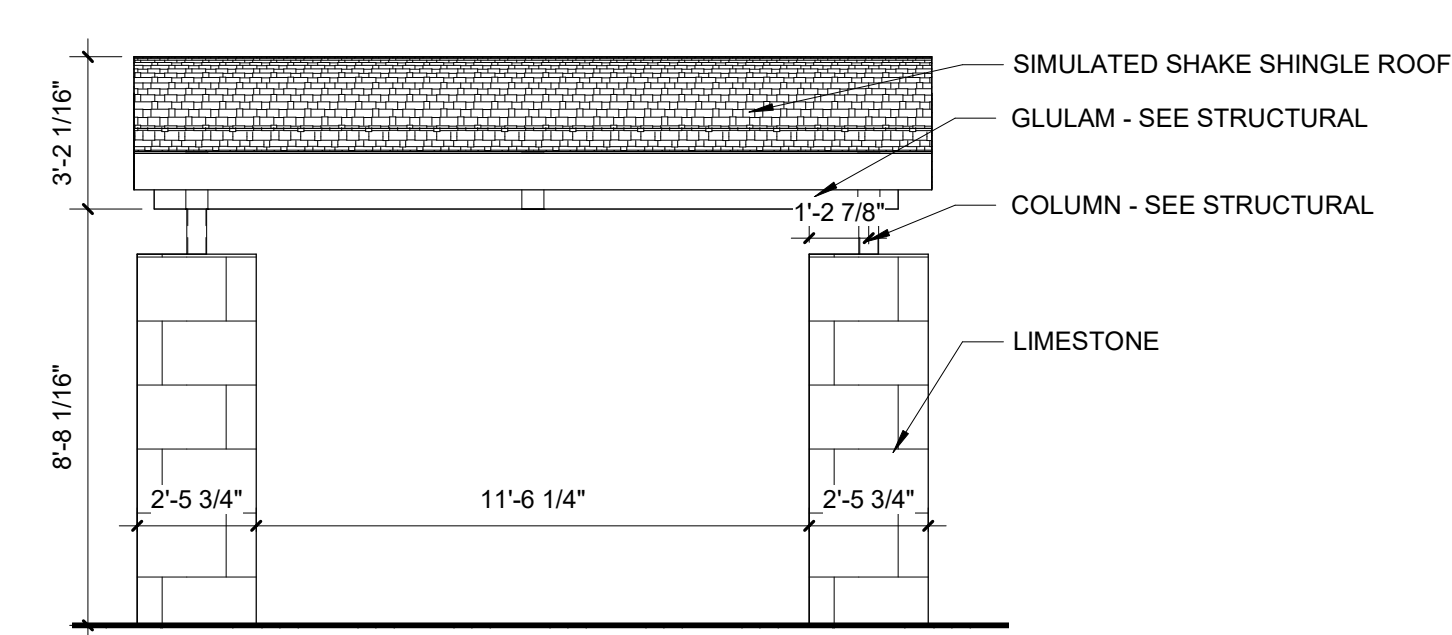


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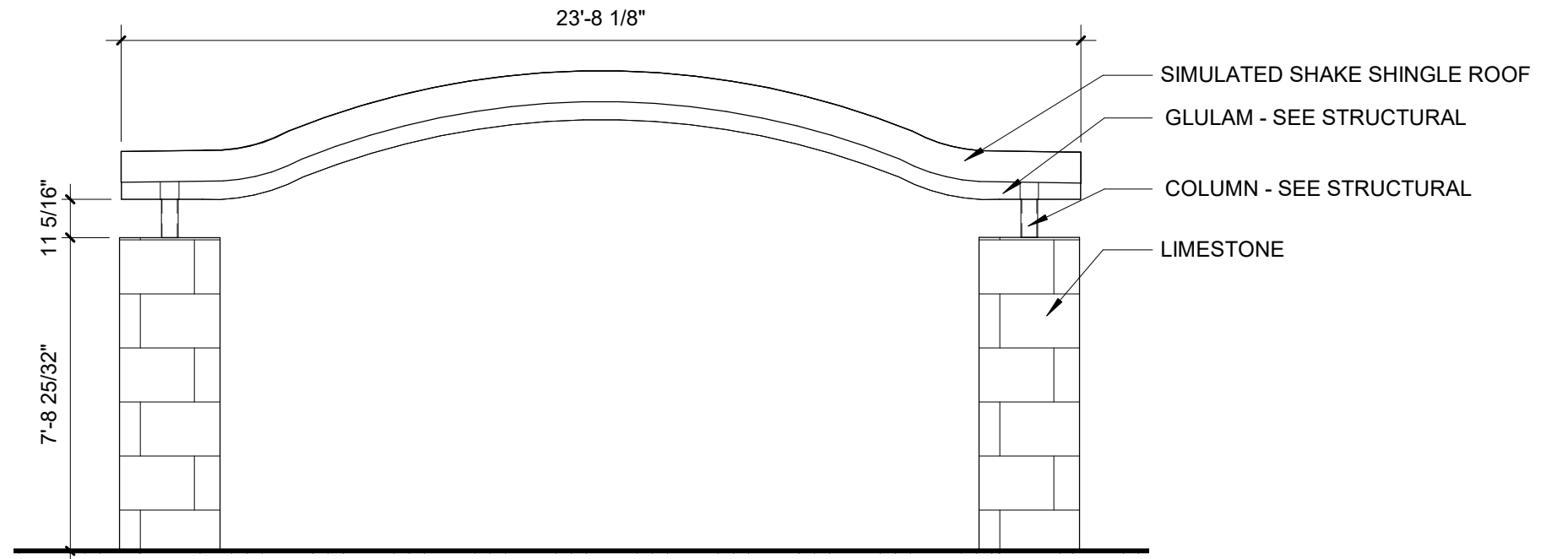
PRELIMINARY
NOT FOR CONSTRUCTION



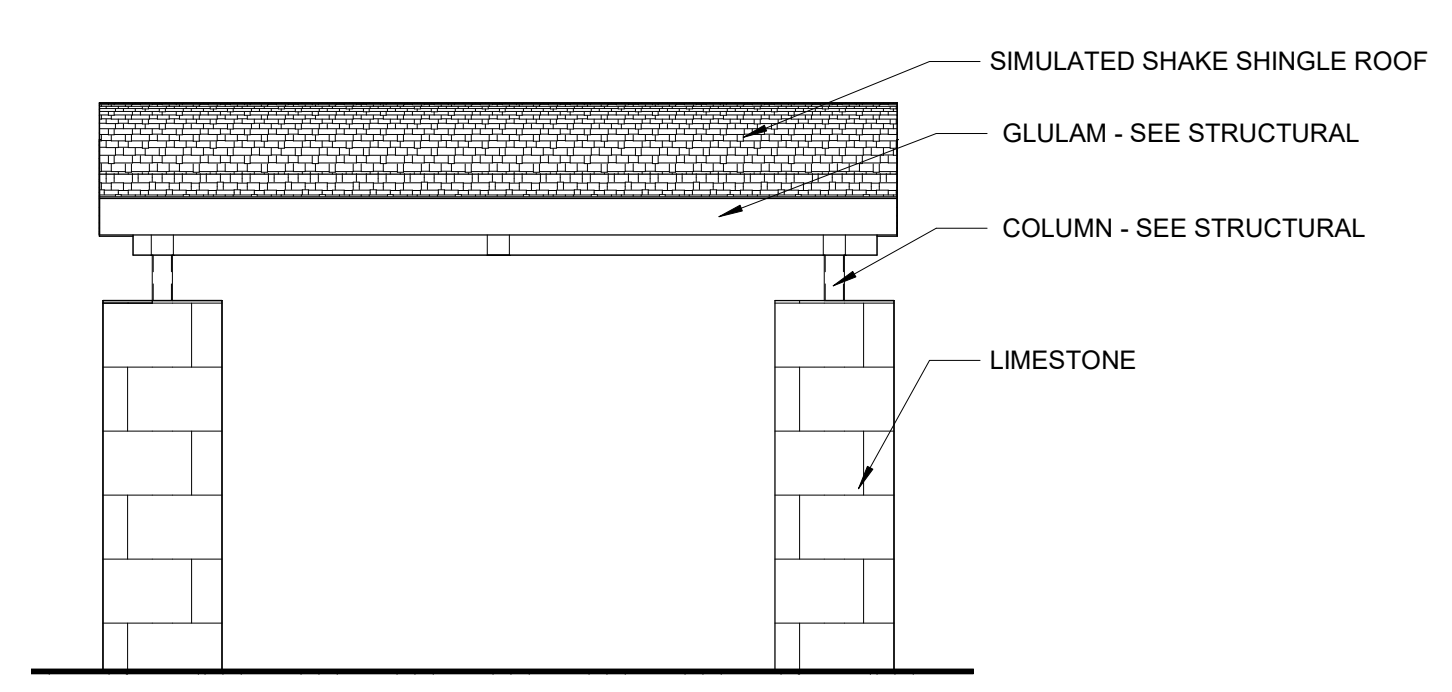
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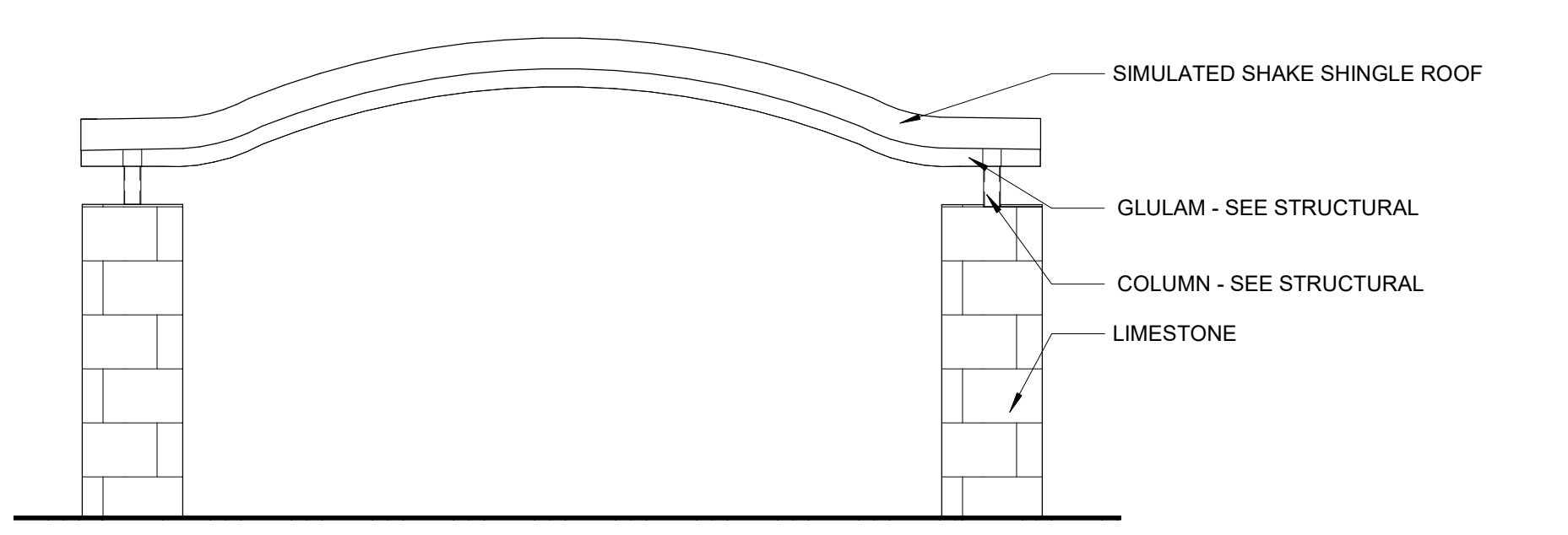
5 SHADE STRUCTURE - NORTH, ALT.
SCALE: 1/4" = 1'-0"



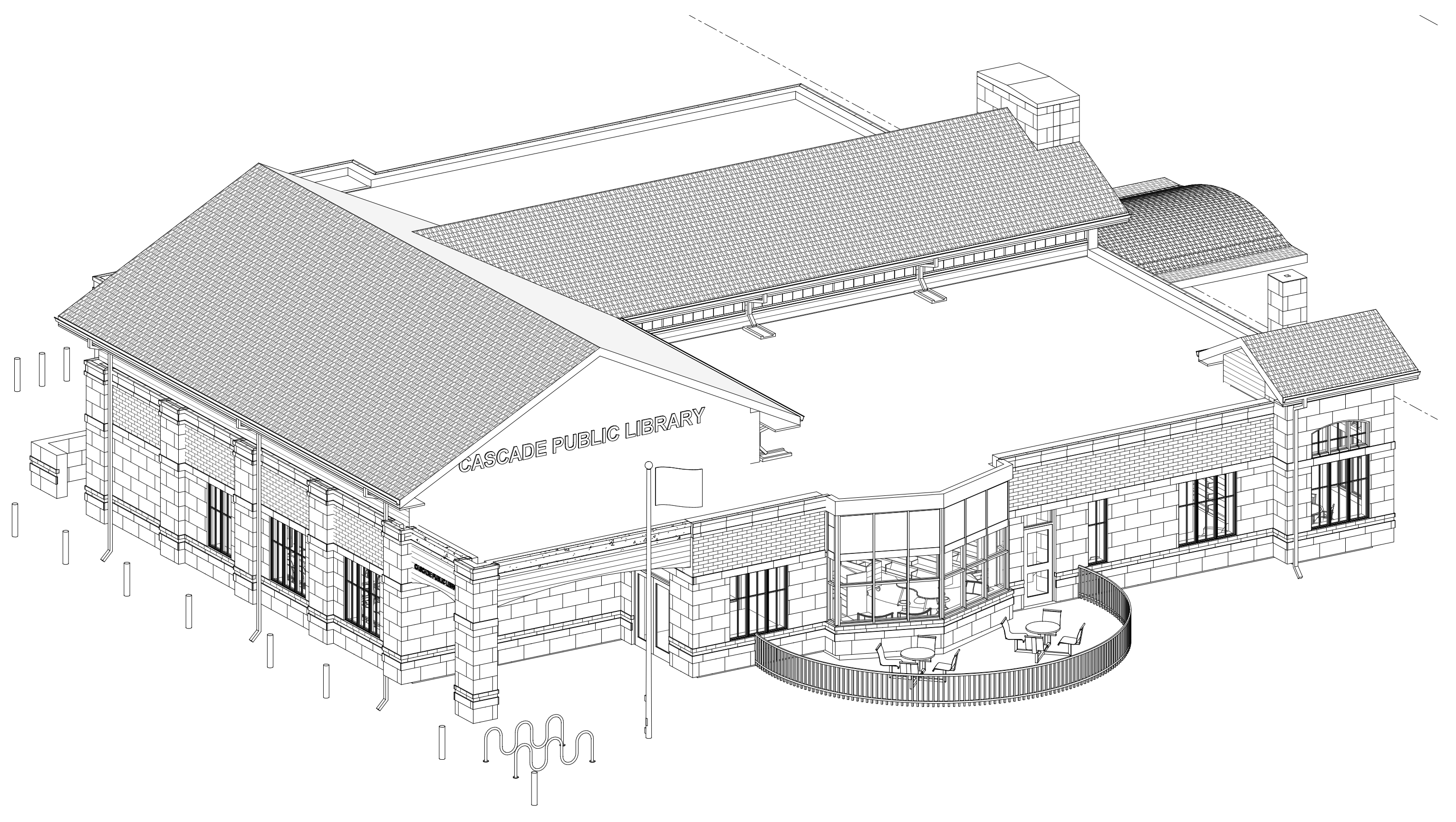
4 SHADE STRUCTURE - EAST, ALT.
SCALE: 1/4" = 1'-0"



3 SHADE STRUCTURE - SOUTH, ALT.
SCALE: 1/4" = 1'-0"



6 SHADE STRUCTURE - WEST, ALT.
SCALE: 1/4" = 1'-0"



2 3D VIEW - SOUTH WEST
SCALE:



SHEET TITLE
EXTERIOR ELEVATIONS

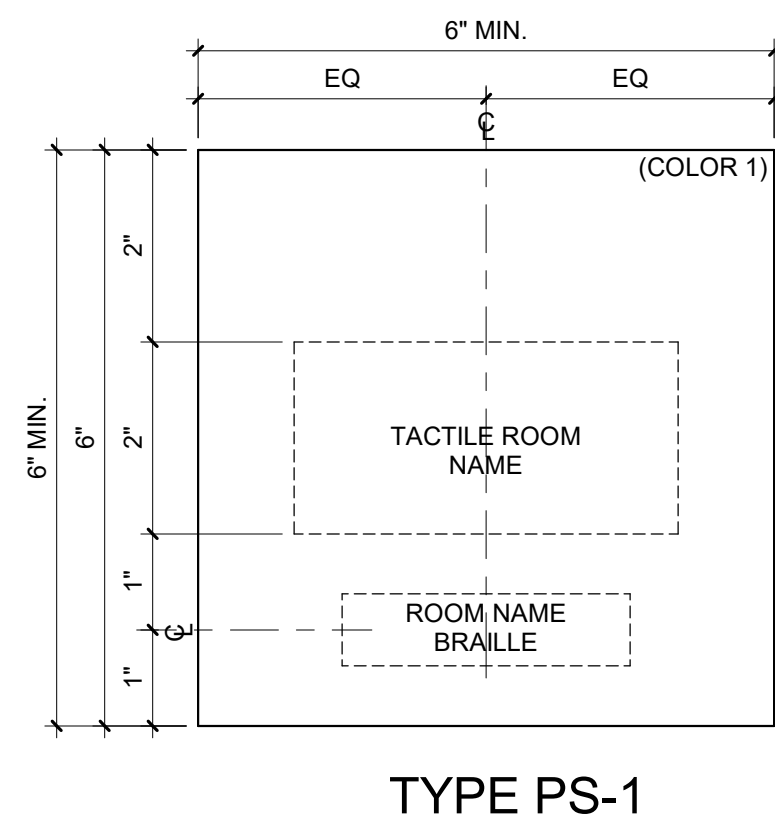
PROJECT TITLE
CITY OF CASCADE
CASCADE PUBLIC LIBRARY
SECOND AVENUE SW,
CASCADE, IOWA

DATE ISSUED 14 JULY 2023
REV. NO. DATE

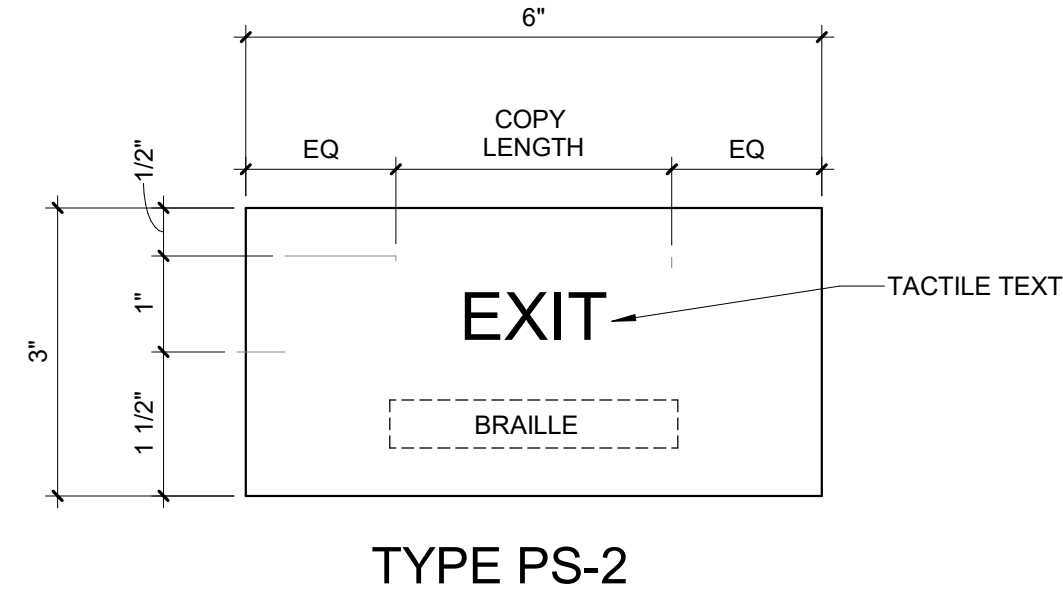
PROJECT NUMBER
2021310

SHEET
A4.2

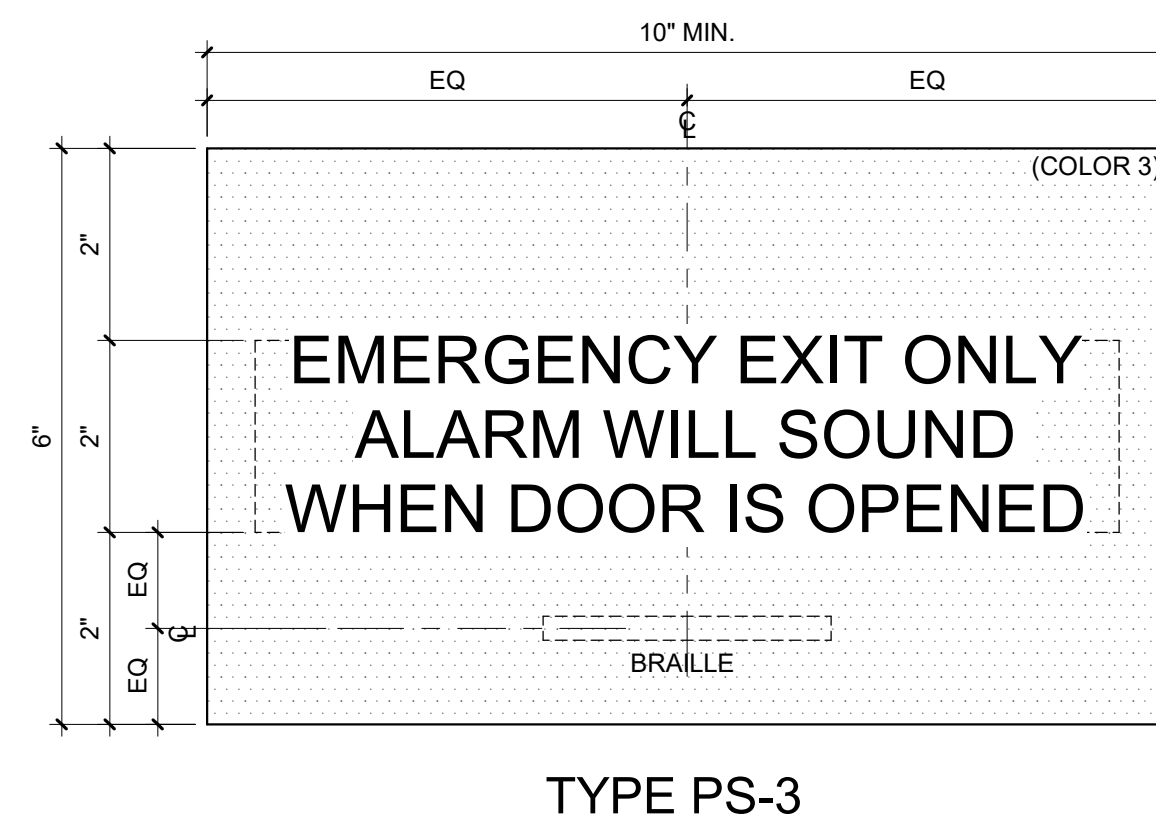
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NOT FOR CONSTRUCTION



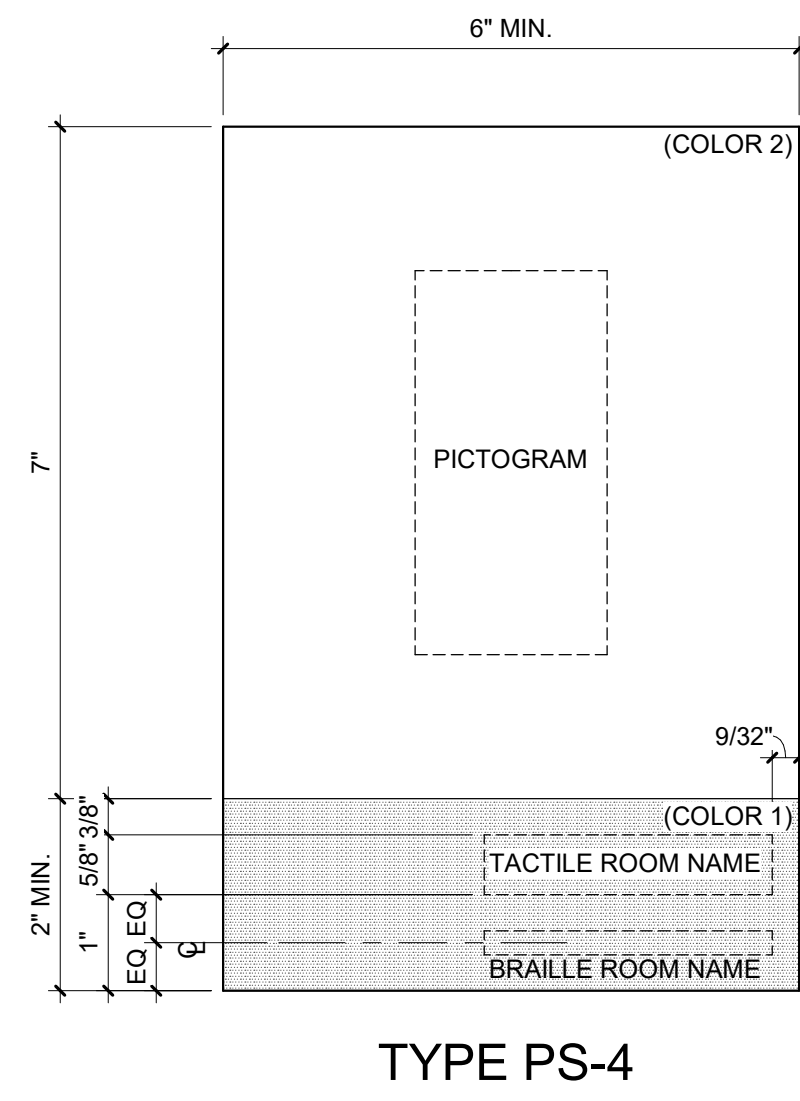
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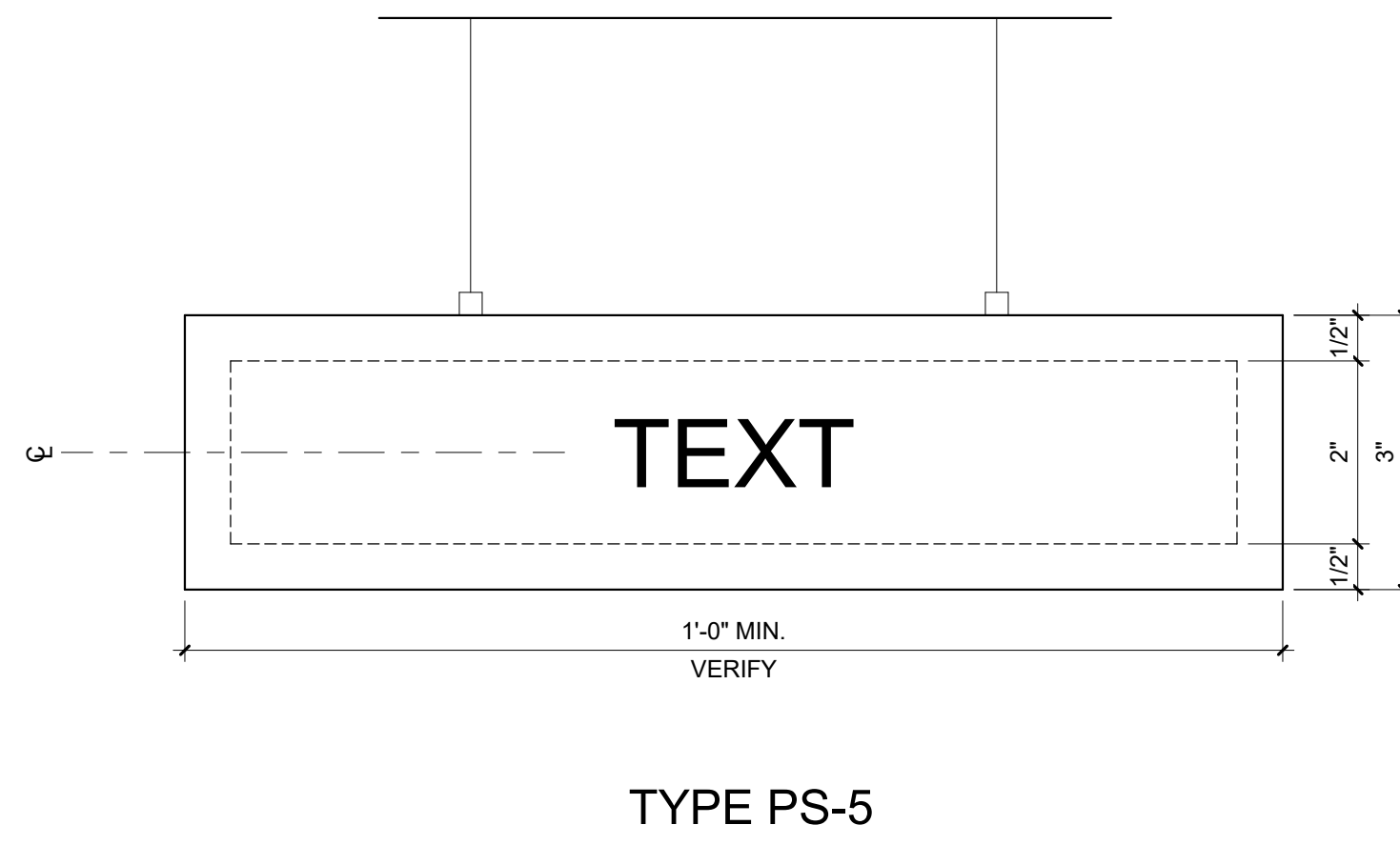
TYPE PS-2



TYPE PS-3

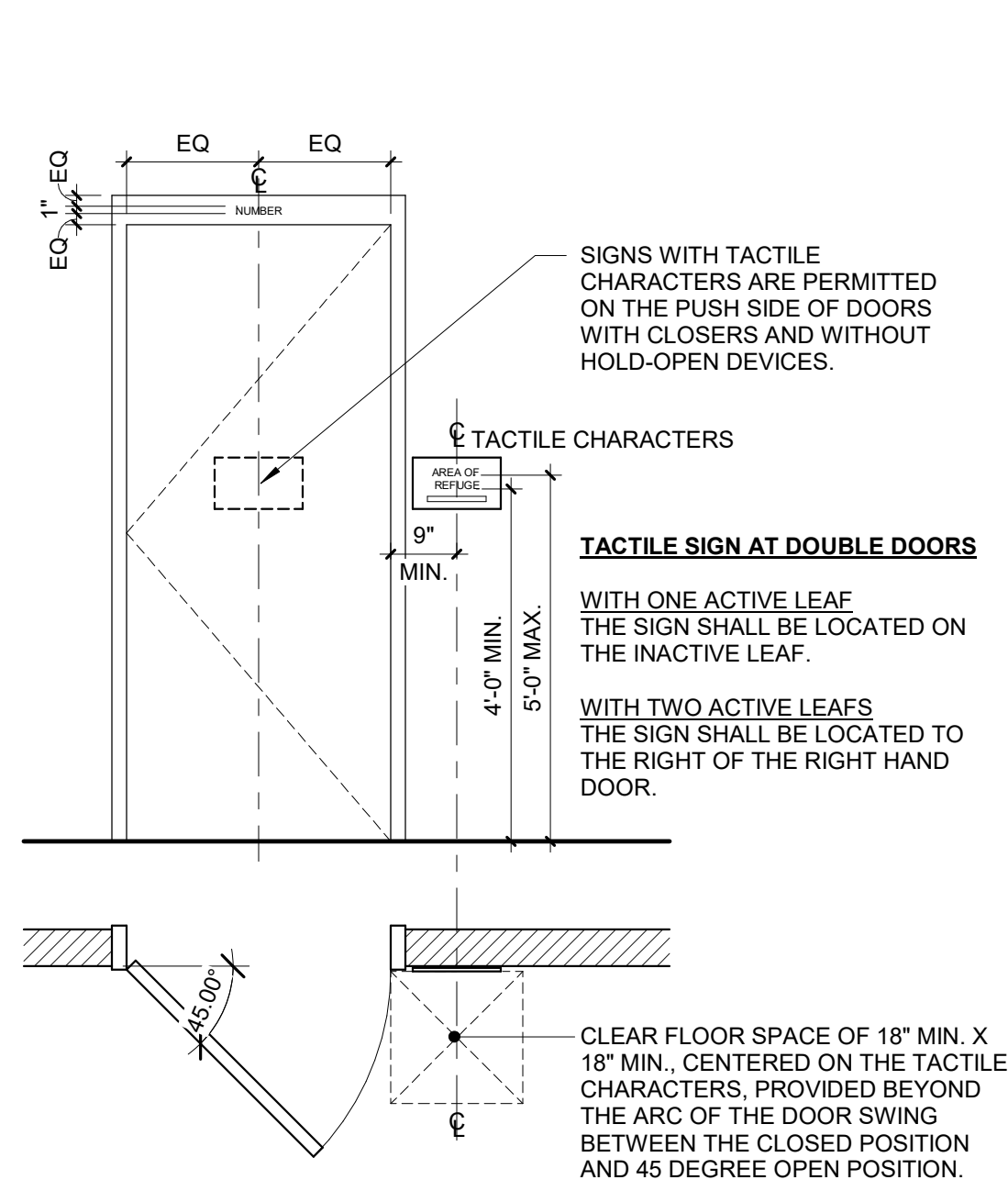


TYPE PS-4

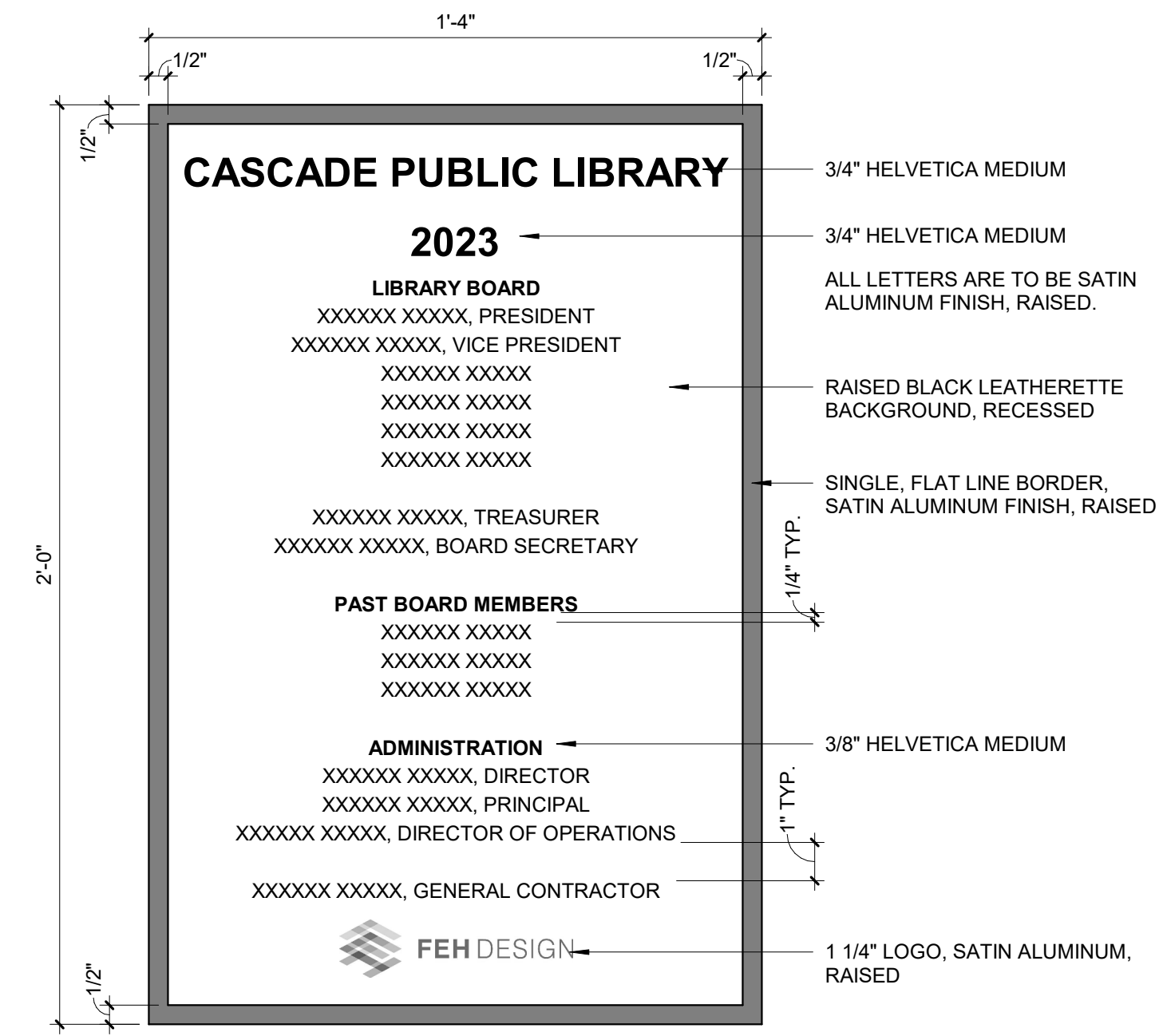


TYPE PS-5

1 SIGNAGE TYPES**
SCALE: 6" = 1'-0"



2 SIGNAGE MOUNTING LOCATION**
SCALE: 1/2" = 1'-0"



3 DEDICATION PLAQUE**
SCALE: 3" = 1'-0"

Cascade Public Library
Reading Opens Doors

LIBRARY HOURS

MONDAY - THURSDAY 9:00AM - 6:30PM

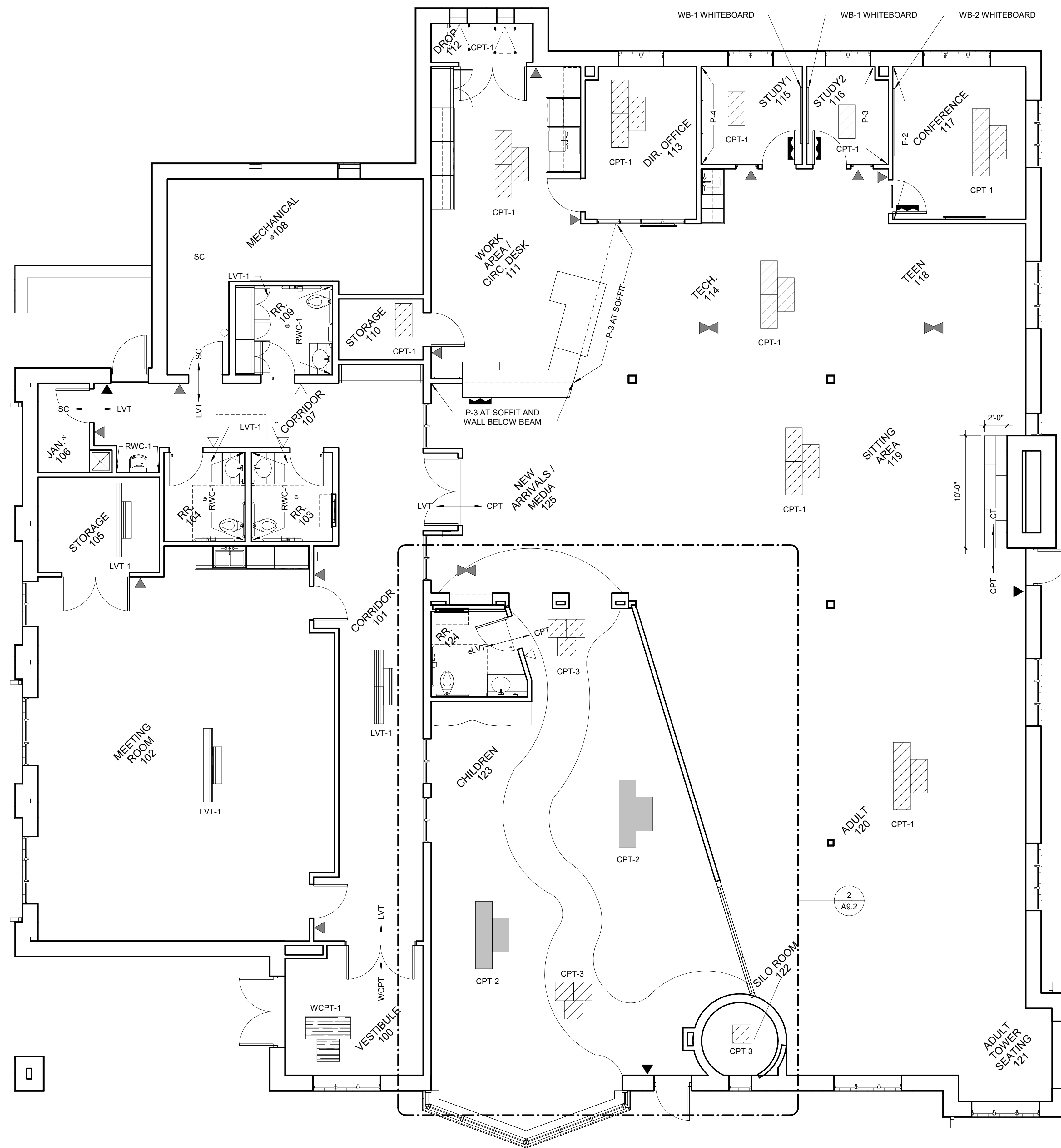
FRIDAY 9:00AM - 5:00PM

SATURDAY 9:00AM - 12:00PM

BOOK DROP OPEN 24/7

TYPE V-1

PRELIMINARY
NOT FOR CONSTRUCTION



1 MAIN LEVEL FLOOR FINISH PLAN
SCALE: 3/16" = 1'-0"

SIGNAGE LEGEND

- ▲ TYPE 1 PANEL SIGN LOCATION
- ▲ TYPE 2 PANEL SIGN LOCATION
- ▲ TYPE 3 PANEL SIGN LOCATION
- ▲ TYPE 4 PANEL SIGN LOCATION
- ▲ TYPE 5 PANEL SIGN LOCATION
- ▲ TYPE 1 VINYL SIGN LOCATION
- ▲ TYPE 2 VINYL SIGN LOCATION

FLOOR FINISH LEGEND

- SC: SEALED CONCRETE
- CPT-1: 18" X 36" CARPET TILE, TYPE 1
- CPT-2: 18" X 36" CARPET TILE, TYPE 2
- CPT-3: 50CM X 50CM CARPET TILE, TYPE 3
- CT: 12 X 24 CERAMIC TILE
- LVT: 25CM X 1M LUXURY VINYL TILE
- WCPT: 24 X 24 WALK OFF CARPET TILE

NUMBER	NAME	FLOOR FINISH	BASE FINISH	WALL				CEILING FINISH	COMMENTS
				NORTH	SOUTH	EAST	WEST		
100	VESTIBULE	WCPT-1	RB-3	P-1	P-1	P-1	P-1	ACT-1	
101	CORRIDOR	LVT-1	WB-1	P-1	P-1	P-1	P-1	ACT-1	
102	MEETING ROOM	LVT-1	RB-2	P-1	P-1	P-1	P-1	ACT-1	
103	RR	LVT-1	RB-2	P-1	P-1	RWC-1	P-1	ACT-1	
104	RR	LVT-1	RB-2	P-1	P-1	RWC-1	P-1	ACT-1	
105	STORAGE	LVT-1	RB-2	P-1	P-1	P-1	P-1	ACT-1	
106	JAN.	SC	RB-3	P-1	P-1	P-1	P-1	ACT-1	
107	CORRIDOR	LVT-1	WB-1	P-1	P-1, RWC-1	P-1	P-1	ACT-1	RWC AT DRINKING FOUNTAIN
108	MECHANICAL	SC	RB-3	P-1	P-1	P-1	P-1	WD	
109	RR	LVT-1	RB-2	P-1	P-1	RWC-1	P-1	ACT-1	
110	STORAGE	CPT-1	RB-1	P-1	P-1	P-1	P-1	WD	
111	WORK AREA / CIRC. DESK	CPT-1	RB-1	P-1	P-1	P-1, P-3	P-1	ACT-1/GB-P	P-3 AT SOFFIT
112	DROP	CPT-1	RB-1	P-1	P-1	P-1	P-1	ACT-1	
113	DIR. OFFICE	CPT-1	RB-1	P-1	P-1	P-1	P-1	ACT-1	
114	TECH.	CPT-1	WB-1	P-1	-	-	-	WD-S	ACOUSTIC Baffle
115	STUDY1	CPT-1	WB-1	P-1	P-1	P-1	P-4	ACT-1	
116	STUDY2	CPT-1	WB-1	P-1	P-1	P-3	P-1	ACT-1	
117	CONFERENCE	CPT-1	WB-1	P-1	P-1	P-1	P-2	ACT-1	
118	TEEN	CPT-1	WB-1	P-1	-	P-1	P-1	WD-S	
119	SITTING AREA	CPT-1	WB-1	-	-	P-1	-	GB-P	CT-1 AT HEARTH
120	ADULT	CPT-1	WB-1	P-1	P-1	P-1	P-1	WD-S	ACOUSTIC Baffle
121	ADULT TOWER SEATING	CPT-1	WB-1	P-1	P-1	P-1	P-1	GB-P	
122	SILO ROOM	CPT-3	WB-1	P-1	P-1	P-1	P-1	ACT-1	
123	CHILDREN	CPT-2	WB-1	P-1	P-1	P-1	P-1	WD-S	ACOUSTIC Baffle
124	RR	LVT-1	RB-2	P-1	RWC-1	P-1	P-1	ACT-1	
125	NEW ARRIVALS / MEDIA	CPT-1	WB-1	P-1, P-3	P-1	P-1	-	GB-P	P-3 BELOW BEAM

ROOM FINISH NOTES

- FINISHES FOR CLOSETS AND AREAS NOT SHOWN SHALL RECEIVE THE SAME FINISH TO THAT OF THE ADJACENT ROOM.
- ELECTRICAL PANELS AND ACCESS DOOR PANELS SHALL BE PRIMED AND PAINTED TO MATCH ADJACENT WALLS (VERIFY WITH OWNER).
- CONCRETE FLOORS THAT ARE NOT SCHEDULED FOR A FINISH FLOOR MATERIAL SHALL RECEIVE SEALER PER THE PROJECT MANUAL. CONCRETE FLOORS ARE TO BE CLEANED OF ALL FOREIGN MATERIAL PRIOR TO THE APPLICATION OF THE SEALER.
- PROVIDE EXPANSION JOINTS AT ALL SLAB EDGES AGAINST EXTERIOR WALLS. REFER TO STRUCTURAL.
- SLOPE INTERIOR FLOOR SLAB TO DRAIN AT 1/8" PER FOOT WHERE SLOPED SLABS ARE INDICATED, U.N.O.
- FLOOR SLAB TO BE SLOPED DOWN AROUND DRAINS WHERE FLOOR SLAB IS NOT INDICATED TO BE SLOPED, EXCEPT IN RESTROOMS WITH TILE. IN RESTROOMS WITH TILE, INSTALL DRAIN TO BE FLUSH WITH ADJACENT FLOOR TILE. REFER TO MECHANICAL DRAWINGS FOR ALL FLOOR DRAINS.
- FLOOR DRAINS AND TRENCH DRAINS INDICATED FOR LOCATION AND CONFIGURATION ONLY, REFER TO MECHANICAL DRAWINGS FOR PRODUCT AND PIPING INFORMATION.
- JOINT LAYOUT LOCATIONS SHOWN ARE FOR BIDDING PURPOSES ONLY. VERIFY LAYOUT / LOCATIONS WITH ARCHITECT PRIOR TO BEGINNING WORK AND SUBMIT JOINT LAYOUT DRAWING FOR APPROVAL.
- VERIFY WALL AND FLOOR TILE PATTERN LAYOUT WITH ARCHITECT PRIOR TO BEGINNING WORK.
- 4X4, 8X8 TILE JOINTS (BOTH ON WALL AND FLOOR) ARE TO ALIGN WITH MASONRY JOINTS ON WALL. WHERE TILE JOINTS DO NOT ALIGN WITH THAT OF CMU, CUT TILES AT MIDDLE OF THE RUN OR AT THE DOOR, OR AS SHOWN ON FLOOR FINISH PLANS. IF DISCREPANCY IS FOUND, CONTACT ARCHITECT BEFORE LAYING TILE.
- DEPRESS CONCRETE SLABS FOR FLOOR FINISHES OVER 1/2" DEPTH. VERIFY DEPTH REQUIRED.
- ALL FLOOR FINISH TRANSITIONS TO BE LOCATED UNDER DOOR CENTERLINES, U.N.O.

ROOM FINISH SCHEDULE LEGEND

FLOORS

- CPT CARPET TILE
- CT CERAMIC TILE
- SC SEALED CONCRETE
- WCPT WALK-OFF CARPET TILE

BASE

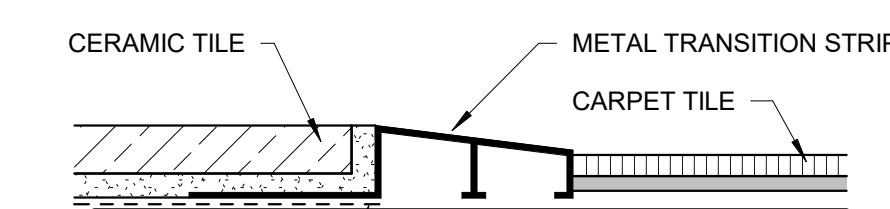
- RB RESILIENT BASE
- WB WOOD BASE

WALL

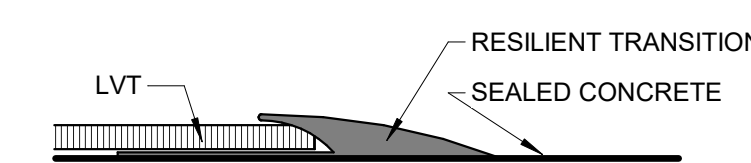
- P PAINT
- RWC RIGID WALLCOVERING

CEILING

- ACT-1 ACOUSTICAL CEILING TILE, TYPE 1
- GB-P GYPSUM BOARD, PAINT
- WD WOOD DECKING, NO STAIN
- WD-S WOOD DECKING, STAIN



2 CT-CPT
SCALE: 12" = 1'-0"



3 SC-LVT
SCALE: 12" = 1'-0"

PRELIMINARY
NOT FOR CONSTRUCTION

FEH DESIGN
 ECONOMOWOC, WI (262) 988-2055
 DUBUQUE, IA (563) 983-4600
 DES MOINES, IA (515) 288-2000
 SIOUX CITY, IA (712) 252-3889
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 FEHDESIGN.COM

IN ASSOCIATION WITH
 RUESING Associates, Inc.
 DELTA 3

PROJECT TITLE: CITY OF CASCADE
 CASCADE PUBLIC LIBRARY
 SECOND AVENUE SW,
 CASCADE, IOWA

SHEET TITLE: FLOOR FINISH PLANS

PROJECT NUMBER: 2021310
 SHEET: A9.1

DATE ISSUED: 14 JULY 2023
 REV. NO. DATE