



ECONOMIC DEVELOPMENT COMMITTEE
October 8, 2025



CITY OF LINCOLN

ECONOMIC DEVELOPMENT COMMITTEE

October 8, 2025

AS A COURTESY, PLEASE TURN OFF ALL CELL PHONES & ELECTRONIC DEVICES DURING THE MEETING

BOARD / COMMISSION / COMMITTEE

9:00 AM

Whitney Eklund, Councilmember

John Reedy, Councilmember

Sean Scully, City Manager

Erin Frye, Economic Development & Communications Specialist

Melanie Borchardt, Member

Andrea Faria, Member

Joann Hilton, Chairperson

Faraz Mahmood, Member

Jason Price, Vice Chairperson

David Riccitiello, Member

CITY HALL

First Floor Community Meeting Room

600 Sixth Street

Lincoln, CA 95648

or attend via

ZOOM

register by using this link:

https://us06web.zoom.us/webinar/register/WN_soOckqMMR4ah16Jesqf_Cg

or participate by calling US: +1 (669) 900-6833

use ID# 884 8306 6022 and use *9 to raise your hand to speak

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **CITIZENS ADDRESSING THE COMMITTEE (Within the subject matter jurisdiction of the Board / Commission / Committee)**
5. **PRESENTATIONS - Spotlight Speaker**
6. **APPROVAL OF MEETING MINUTES**
- 6.A [Approval of Meeting Minutes of September 10, 2025](#)
7. **SUBCOMMITTEE REPORT OUT**
8. **STAFF UPDATES**
9. **NEW AND CONTINUING BUSINESS**
- 9.A [Carnegie Library Building Reuse Study \(Bill Blake, AMS Planning & Research/Member David Riccitiello\)](#)
10. **NEXT REGULARLY SCHEDULED MEETING**
11. **ADJOURNMENT**

NOTE: Materials related to an item on this Agenda submitted to the Council/Redevelopment Successor Agency after distribution of the agenda packet are available for public inspection in the City Clerk's office at 600 Sixth Street, Lincoln, CA during normal business hours. Such documents are also available on the City of Lincoln's website at <https://www.lincolncalifornia.gov/> subject to staff's availability to post the documents before the meeting.

In compliance with the American with Disabilities Act, the City will provide special assistance for disabled members of the public. The meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need a disability-related modification or accommodation to participate in the meeting, please contact the City Clerk's Office at (916) 434-2490. As a courtesy, please make every effort to inform the Clerk of your needs at least 24 hours prior to the meeting so the City may make reasonable arrangements to ensure accessibility to this meeting.

Pursuant to applicable laws and regulations, including without limitation, California Government Code Section 65009 and/or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (including any action regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, the public hearing.

Levine Act Provisions -- The Levine Act requires a party (or the party's agent(s)) to a proceeding before the City of Lincoln that involves any action or consideration to their contract, license, permit, or other entitlement for use, to disclose any campaign contribution made to City elected or appointed officer totaling more than \$500 within the 12 months before the City decision. This includes contributions to Councilmembers, Planning Commissioners and members of other City boards and commissions.



STAFF REPORT

Item Number 6.A

SUBJECT: Approval of Meeting Minutes of September 10, 2025

SUBMITTED BY: City Clerk

DEPARTMENT: City Clerk's Office

DATE: October 8, 2025

ATTACHMENTS:
[EDC MEETING MINUTES - 9.10.2025.docx](#)



**MINUTES
CITY OF LINCOLN
ECONOMIC DEVELOPMENT COMMITTEE
September 10, 2025**

The meeting was conducted in person at City Hall, 600 6th Street, Lincoln, CA, and virtually on Zoom.

1. CALL TO ORDER by Chairperson Joann Hilton at 9:02am.

- 2. ROLL CALL:** Committee members present:
- Melanie Borchardt *arrived at 9:03am
Andrea Faria
Joann Hilton, Chairperson
Faraz Mahmood *arrived at 9:08am
Jason Price, Vice Chairperson
David Riccitiello

Staff and Council Liaisons Present:

Whitney Eklund, Councilmember
John Reedy, Councilmember
Sean Scully, City Manager
Kristi McKenney, Junior Deputy
City Attorney
Kathryn Hunt, Director of
Library Services

3. PLEDGE OF ALLEGIANCE – led by Jason Price.

- 4. CITIZENS ADDRESSING THE COMMITTEE (Within the subject matter jurisdiction of the Board / Commission / Committee)**
None.

5. PRESENTATIONS – Spotlight Speaker

5.A Elise Gustafson, owner of Maggie May's, presented to the Committee with a brief discussion following.

6. APPROVAL OF MEETING MINUTES

6.A Meeting minutes of August 13, 2025

Member Borchardt motioned to approve the meeting minutes, motion was seconded by Vice Chairperson Price. Motion passed unanimously by the following voice vote:

AYES: Borchardt, Faria, Hilton, Mahmood, Price, Riccitiello
NOES: None

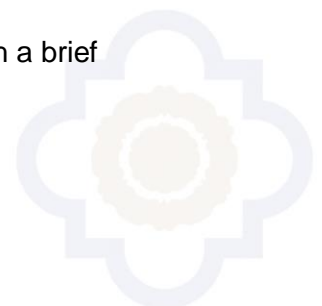
7. SUBCOMMITTEE REPORT OUT

7.A Carnegie Report Details and Next Steps

City Manager Scully and Member Riccitiello presented to the Committee with a brief discussion following.

8. STAFF UPDATES

8.A Economic Development Specialist Recruitment





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Economic Development Committee
Meeting Minutes
September 10, 2025

City Manager Scully presented to the Committee with a brief discussion following.

9. NEW AND CONTINUING BUSINESS

9.A Start Up Grant from Economic Development ARPA Funds

City Manager Scully presented to the Committee with a lengthy discussion following with updates on miscellaneous items.

10. NEXT REGULARLY SCHEDULED MEETING – October 8, 2025 at 9:00am.

11. ADJOURNMENT

Chairperson Hilton adjourned the meeting at 10:23am.

Submitted by Hope Ithurnburn, City Clerk





STAFF REPORT

Item Number 9.A

SUBJECT: Carnegie Library Building Reuse Study (Bill Blake, AMS Planning & Research/Member David Riccitiello)

SUBMITTED BY: City Clerk

DEPARTMENT: City Manager's Office

DATE: October 8, 2025

ATTACHMENTS:

[Lincoln Clay Arts Center Project Definition & Operational Forecast for City Council_9-23-2025 to City.pptx](#)

Lincoln Clay Arts Center

Project Definition & Operational Forecast Lincoln City Council Presentation

September 23, 2025



AMS
PLANNING
& RESEARCH





Agenda

1. Scope of Work & Key Findings
2. Project Objectives
3. Recommendations & Forecast
4. Discussion

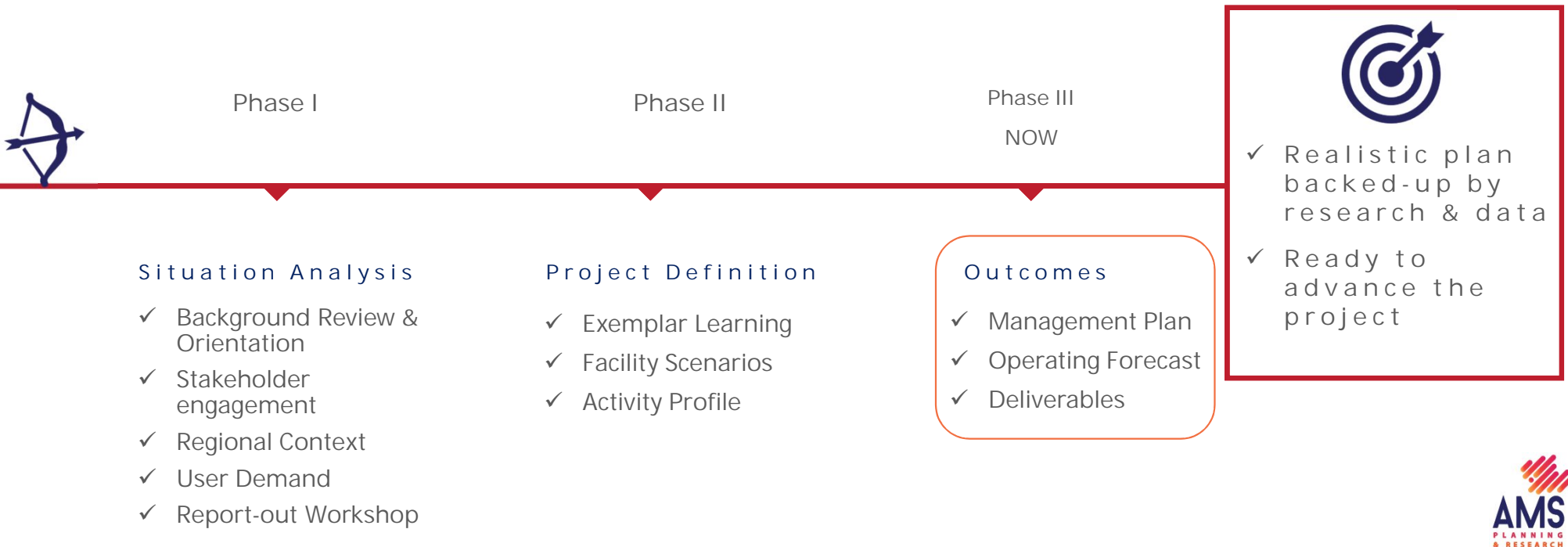
The Client

What to do with the Carnegie building that would activate downtown utilizing art, culture, and history?



Scope of Work

- ✓ Focused on users & content opportunities to inform building program
- ✓ Secondary outcome is development of a strong case for support



Key Research Findings

Lincoln is proud of its history and unique downtown assets

Key Findings

- Activating the Carnegie Library building is a primary goal for stakeholders
- Placer County has a very active clay arts 'scene' and notable assets in Lincoln – Gladding McBean, Feats of Clay, Clay Fest, etc.
- Per the artist survey, there is high demand for ceramics studio & gallery spaces
 - Local ceramic & clay artists want learning opportunities & residencies
 - Many are seeking studio space outside of their own homes
 - Properly equipped space is key
- Comparable non-profit art centers operate with about 56% contributed support & 44% earned revenues
 - Earned revenue derived mainly from class tuition & memberships



Project Objectives

Purpose is the Driver of Operations

Which way does the operation LEAN?



Clay Arts Center

- Cultivate local ceramic arts
- Become a destination for ceramic arts



Historical Interpretation

- Highlight & preserve Lincoln's history
- Gladding, McBean
- Can happen outside of the Carnegie & in the Old City Hall building

Definition of Success

Here's how the stakeholders defined success for the Carnegie Library

Success means community, arts, & sustainability

Activate Downtown

- ⑩ More foot traffic
- ⑩ Fewer vacant buildings
- ⑩ Something to do beyond breakfast
- ⑩ Leverage our unique history and the arts
- ⑩ Draw people from Sun City
- ⑩ Be a destination for the region – and beyond

Community Resource

- ⑩ Becomes a lively place for the community
- ⑩ Be something rather than nothing
- ⑩ Address ADA issues
- ⑩ Include Sun City residents
- ⑩ Don't forget the old part of Lincoln
- ⑩ Offer meeting or conference space for local businesses

Financial Sustainability

- ⑩ Have a solid plan that feeds into a larger plan for activation
- ⑩ Be operationally solvent
- ⑩ Have an economic development benefit
- ⑩ Find a civic use that adds value and is worthy of support

Preserve & Exhibit Lincoln's history













- ⑩ Showcase art & history
- ⑩ Focus on Lincoln's uniqueness
- ⑩ Repurpose for the future while taking history into account
- ⑩ Gladding, McBean should be a part of this

Arts Programming

- ⑩ Ceramic art classes to bring people in
- ⑩ Recognize local & national ceramic artists
- ⑩ Year-round Feats of Clay activities
- ⑩ Residency & workshops would put Lincoln 'on the map'

Definition of Success

Each scenario varies in revenue & engagement level

	Earned Revenue Potential	% Contributed Support Needed	Foot Traffic Generated
Gladding, McBean / Local History			
Expanded Feats of Clay			
Teaching & Learning Clay Art			
Clay Scene / Studios			



Recommendations & Forecast

Activity driven by classes, memberships, & rentals

Classes & Workshops

- ⑩ 360 classes & workshops/year
 - ⑩ 156 Beginning level classes
 - ⑩ 120 Intermediate level classes
 - ⑩ 72 Advanced level classes
 - ⑩ 12 Workshops/Masterclasses

Memberships

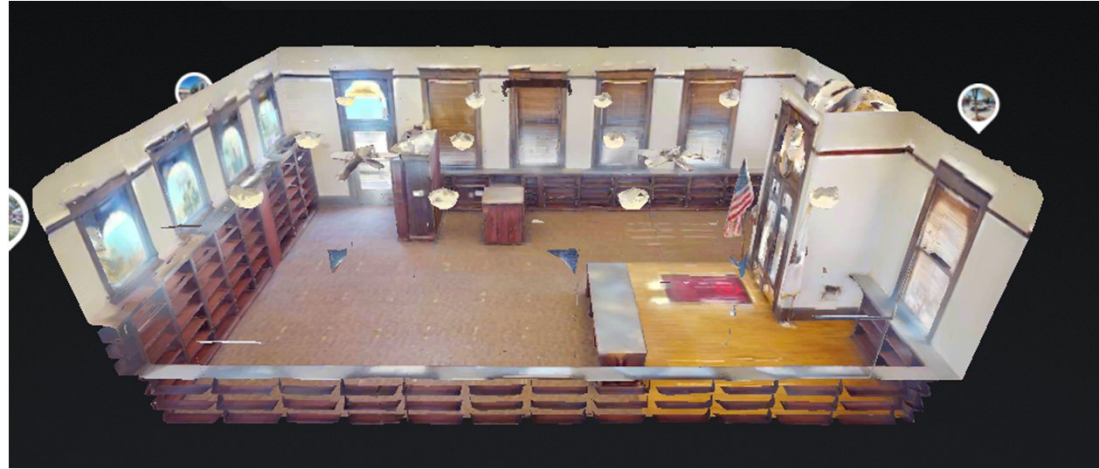
- ⑩ 100 projected members/year
- ⑩ Members visit 2 times per month, on average

Rentals

- ⑩ Level 1 (top): 28 use days
- ⑩ Level 2 (bottom): 28 use days



Converting the Carnegie Library



Local ceramic & clay art studios



Allied Ceramics Art Institute



Allied Ceramics Art Institute (outside)



Auburn Clay Arts Studio



JCLEE Studios



Verge Center for the Arts Clay Lab

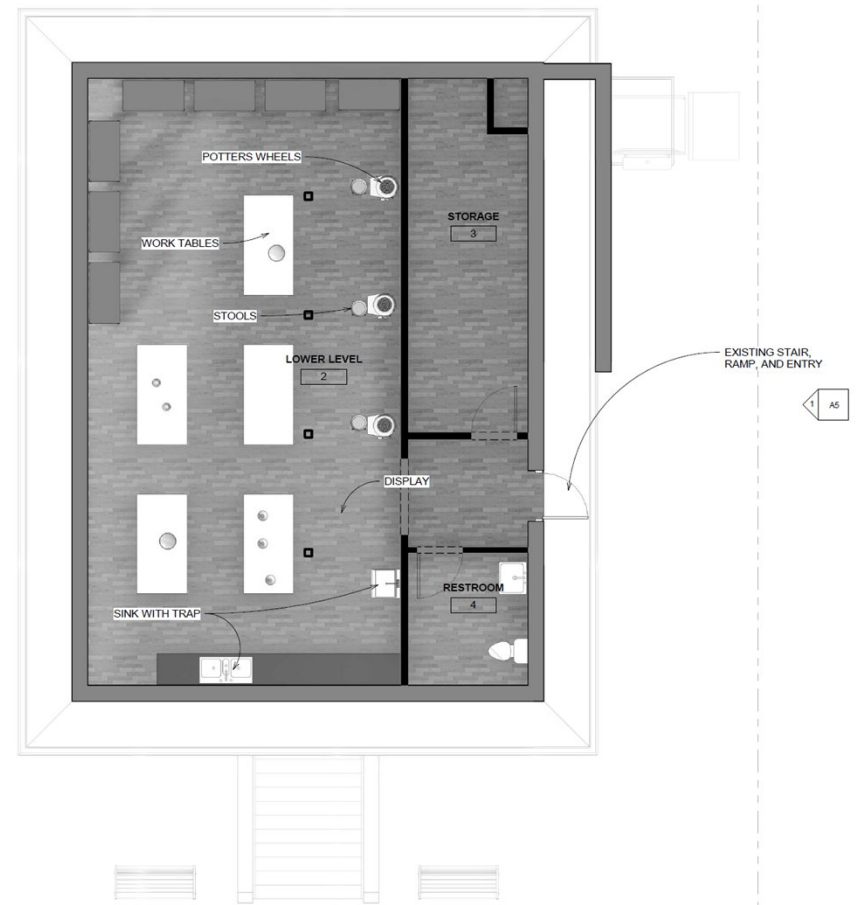
Source: [Verge Center](#) & [Allied Ceramics](#) sites or photographed by AMS.

Carnegie Library Concept Plan

Main Floor



Lower Floor





Definition of Success

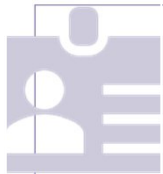
Nearby Potential Downtown Partners & Cultural Assets

- Each site has a civic, cultural, or historical connection in Downtown
- The Art League of Lincoln, Lincoln Archives Museum, & Lincoln Civic Auditorium focus on arts & culture, while the Veterans Memorial Hall & Woman's Club are primarily community event spaces
- Potential for a cultural "district"

Operational Forecast

Potential Participant Estimate

~6K annual visits to Downtown for LCAC classes & events + anyone who accompanies them



Memberships/Open Studio

10 2,400 annual member visits



Classes

10 2,328 annual participant visits



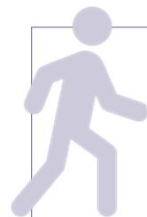
Workshops/Masterclasses

10 72 annual participants



Rentals

10 840 annual participants



Special Events/Walk-ins

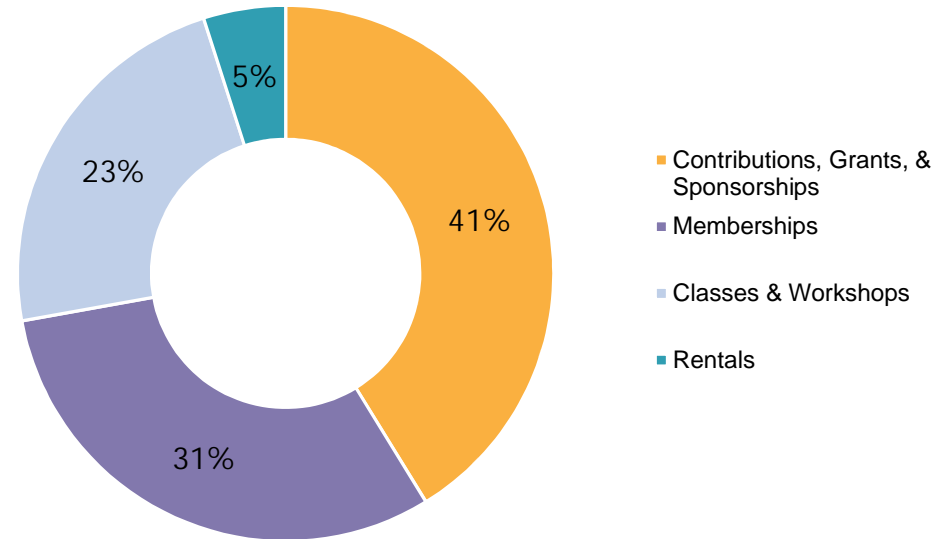
10 300 annual participants

Base Year Operational Forecast

Revenues

59% earned & 41% contributed

Earned Revenues	
Memberships	\$ 150,000
Classes & Workshops	\$ 111,000
Rentals	\$ 24,000
<i>Subtotal, Earned Revenues</i>	<i>\$ 285,000</i>
Contributed Revenues	
Contributions, Grants, & Sponsorships	\$ 200,000
<i>Subtotal, Contributed Revenues</i>	<i>\$ 200,000</i>
TOTAL OPERATING REVENUES	\$ 485,000

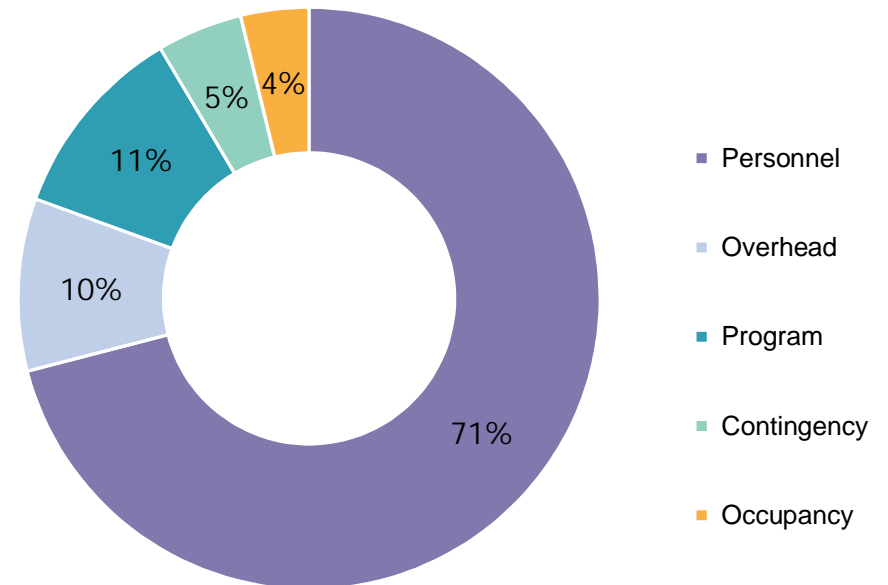


Base Year Operational Forecast

Expenses

71% of expenses are personnel-related

Program Expenses	
Classes	\$ 49,000
<i>Subtotal, Program Expenses</i>	<i>\$ 49,000</i>
General & Administrative Expenses	
Personnel	\$ 319,000
Overhead	\$ 43,000
<i>Subtotal, General & Administrative Expenses</i>	<i>\$ 362,000</i>
Occupancy Expenses	
Utilities / Maintenance / Insurance	\$ 17,000
<i>Subtotal, Occupancy Expenses</i>	<i>\$ 17,000</i>
TOTAL OPERATING EXPENSES	\$ 428,000
Expense Contingency (5%)	\$ 21,400
TOTAL EXPENSES WITH CONTINGENCY	\$ 449,400



First Three Years Operational Forecast

Summary

Earned Revenues		Year 1	Year 2	Year 3
Memberships		\$ 75,000	\$ 113,000	\$ 150,000
Classes & Workshops		\$ 56,000	\$ 83,000	\$ 111,000
Rentals		\$ 12,000	\$ 18,000	\$ 24,000
<i>Subtotal, Earned Revenues</i>		\$ 143,000	\$ 214,000	\$ 285,000
Contributed Revenues				
Contributions, Grants, & Sponsorships		\$ 100,000	\$ 125,000	\$ 200,000
<i>Subtotal, Contributed Revenues</i>		\$ 100,000	\$ 125,000	\$ 200,000
TOTAL OPERATING REVENUES		\$ 243,000	\$ 339,000	\$ 485,000
Operating Expenses				
Classes		\$ 34,000	\$ 42,000	\$ 49,000
Personnel		\$ 136,500	\$ 221,000	\$ 319,000
Overhead		\$ 30,000	\$ 37,000	\$ 43,000
Occupancy		\$ 17,000	\$ 17,000	\$ 17,000
<i>Subtotal, Operating Expenses</i>		\$ 217,500	\$ 317,000	\$ 428,000
Expense Contingency (5%)		\$ 11,000	\$ 16,000	\$ 21,400
TOTAL OPERATING EXPENSES		\$ 228,500	\$ 333,000	\$ 449,400
TOTAL ANNUAL RESULT		\$ 14,500	\$ 6,000	\$ 35,600
Earned Revenue %		59%	63%	59%
Contributed Revenue %		41%	37%	41%



Thank You!

Questions & Discussion

Bill Blake
bblake@ams-online.com
www.ams-planning.com



Key Assumptions



Building Program

- 10 Two levels
- 10 Level 1 (top): open studio with small gift shop and exhibit space
- 10 Level 2 (bottom): classroom, storage, equipment



Economic

- 10 A forecast – not a budget
- 10 2025 dollars
- 10 City owns / LCAC operates (501c3)
- 10 Base year of normalized operations
 - 10 ~3rd year
- 10 Year-round
- 10 No debt service or depreciation



■ Programming

- 10 Classes
 - 10 Sessions for beginners, intermediate, advanced, and master-classes
- 10 Memberships
 - 10 Members gain access to studio time, materials, equipment, and events
- 10 Potential rentals and events
 - 10 Feats of Clay