

**CITY OF KETCHIKAN
SPECIAL CITY COUNCIL MEETING**

April 21, 2010

7:00 p.m.

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

Please rise for the Pledge of Allegiance

3. **COMMUNICATIONS**

4. **PERSONS TO BE HEARD**

5. **NEW BUSINESS**

- a. Site Recommendations for the Construction of a New Ketchikan Public Library –
Library Feasibility Committee/Foraker Group

6. **MAYOR AND COUNCILMEMBER COMMENTS**

7. **ADJOURNMENT**



City Manager
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Phone (907) 228-5603
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TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: April 2, 2010

RE: **Site Recommendations for the Construction of a New Ketchikan Public Library – Library Feasibility Committee/Foraker Group**

As the City Council is aware, last November the Foraker Group announced its willingness to assist the City of Ketchikan in pre-development activities associated with construction of a new municipal library. The Foraker Group is undertaking this effort at no cost to the City, in order to move the project forward.

Over the last several months, the Library Director, Judith McQuerry, Martha Schoenthal of the Foraker Group and the Board of Directors of the Friends of the Library (FOL) initiated a space planning effort, building on work that was previously accomplished over the last three years. The rationale for re-visiting the space requirements was to verify the original assumptions used and to take advantage of the most current population data.

As a result of outreach efforts by the Friends of the Library to the City, the Borough and the community, a volunteer Library Feasibility Committee was formed to support pre-development activities. The committee worked with Foraker and MRV Architects to review previous focus groups input, current population data, extant library usage statistics, industry best practices and a comparison of similar facilities and service areas. Based on a population projection of approximately 13,000 residents, the Library Feasibility Committee and Foraker agreed upon a space plan for the new facility of approximately 16,250 sq. ft. This compares to the 23,850 sq. ft. configuration that had been previously approved by the City Council at its meeting of August 13, 2008.

Mayor Williams has scheduled a special meeting of the City Council for Wednesday, April 21, 2010 in the City Council Chambers at 7:00 p.m. The purpose of this meeting is to review recommendations of the Library Feasibility Committee and Foraker regarding preferred sites for the new library. The process by which the preferred sites were selected is detailed below.

The first step in the process of identifying potential sites was to calculate the minimum lot size required to support the space program. MRV Architects calculated a

minimum lot size based upon the agreed upon space program of 16,250 square feet. That facility size generated 22 required parking spaces, a van space and a bus pullout. Adding in average setbacks and a future expansion capability of 25% resulted in a minimum lot size of 50,000 sq. ft. The same calculations were then used for a two-story building alternative resulting in a 32,000 sq. ft. minimum lot size. Consequently, the initial cutoff for a suitable site is 32,000 sq. ft. and the preferred single story alternative is 50,000 sq. ft.

The next step was to have MRV Architects prepare a list of all potential properties for the new library. The intent in compiling such a preliminary list was to identify and include as many sites as possible. Included in the list prepared by MRV Architects were the following categories of properties:

1. City of Ketchikan RFP responses of August 2007, including responses to time extension and second solicitation;
2. Sites considered in the 2004 and 2007 design process;
3. Additional sites identified by a volunteer local commercial realtor;
4. Additional sites identified by R&M Engineering - Ketchikan, Inc.; and
5. Additional sites identified by the Library Feasibility Committee.

Sites that had been previously rejected were re-checked to verify that conditions had not changed. If the original reason for rejection had not changed, the site was eliminated from further consideration. Sites that did not meet the minimum size criteria were dropped from further consideration. This left eleven (11) sites for the Feasibility Committee to further study.

- ❖ Karlson Property - Near Wal-Mart
- ❖ Tongass Trading - Tongass Ave. and Heckman St.
- ❖ Dawson Property A - Tongass Ave. and Martin St.
- ❖ Dawson Property B - Cambria Drive
- ❖ Lybrand Property A - Lot 7, Copper Ridge
- ❖ Lybrand Property B - Lot 1, Copper Ridge
- ❖ Arntzen Property A - Tongass Ave. and Cambria Drive
- ❖ Arntzen Property B - Tongass Ave. near Airport Ferry Terminal
- ❖ Skinner Motors – North Tongass Highway
- ❖ Maiers Enterprises, LLC - Signal Road
- ❖ Walton Properties, LLC - Ridgewood Street

The committee met on February 25, 2010 to consider the eleven sites. After discussion of relative merits and suitability of these sites for the new library, the list was narrowed down to six sites.

- ❖ Arntzen Property A - Tongass Ave. and Cambria Drive
- ❖ Arntzen Property B - Tongass Ave. near Airport Ferry Terminal
- ❖ Dawson Property B - Cambria Drive
- ❖ Skinner Motors - North Tongass Highway
- ❖ Tongass Trading - Tongass Ave. and Heckman St.
- ❖ Lybrand Property B - Lot 1, Copper Ridge

The sites were selected based on the committee's analysis of development potential, setting, utilities, community linkages and general appropriateness. The Feasibility Committee conducted a field trip on February 28, 2010 to personally inspect all six sites. As a result of this exercise, the field was narrowed to four sites with the greatest potential for development.

- ❖ Arntzen Property B - Tongass Ave. near Airport Ferry Terminal
- ❖ Skinner Motors - North Tongass Highway
- ❖ Tongass Trading - Tongass Ave. and Heckman St.
- ❖ Lybrand Property B - Lot 1, Copper Ridge

MRV Architects subsequently studied each of the four sites in more depth. A preliminary site plan was laid out, which identified lot size, adjoining features and placing a library plan template for each site. Soils suitability, ease of construction, zoning, transportation access and availability of utilities were also reviewed. Neighborhood feel, views & ambience and various environmental attributes were examined. Preliminary pricing information was developed. Trevor Sande of R&M Engineering and Bill Bolling of Gateway City Realty, Inc. assisted MRV Architects in generating this information. As a result of prior concerns over structural suitability, R&M Engineers conducted a bearing analysis on one of the sites.

The detailed information for the four sites was presented at a committee meeting on March 17, 2010. R&M Engineering discussed the soils, utilities and potential infrastructure costs for each of the sites. Mr. Bolling discussed potential purchase prices for each of the parcels. The attributes of each of the sites were reviewed. The Library Feasibility Committee decided not to address or score the potential cost of the sites since the owners, excluding Wells Fargo who controls the Skinner site, had indicated a willingness to negotiate.

The committee members then independently scored the four sites based on the criteria discussed above. The scoring results varied little from individual to individual.

The committee determined to send three sites forward to the City of Ketchikan as being acceptable locations for the new library:

- ❖ Lybrand Property B - Lot 1, Copper Ridge
- ❖ Tongass Trading - Tongass Ave. and Heckman St.
- ❖ Skinner Motors - North Tongass Highway

Although the committee determined that any of these sites would be acceptable, the Lybrand property at Lot 1, Copper Ridge was the preferred property of the three. As indicated on the attached table, it is interesting to note that two of the three sites have been identified in previous selection processes.

The Library Director and representatives of the Library Feasibility Committee and the Foraker Group will be attending the City Council meeting of April 21, 2010, in order to discuss the site selection process and to respond to any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

RECOMMENDATION

It is recommended that the City Council adopt the motion concurring with the recommendation of the Library Feasibility Committee and the Foraker Group regarding site selection for the construction of a new Ketchikan Public Library and directing the City Manager to commence negotiations for the acquisition of Lot 1, Copper Ridge, said purchase agreement to be submitted to the City Council for formal consideration and approval.

Recommended Motion: I move the City Council concur with the recommendation of the Library Feasibility Committee and the Foraker Group regarding site selection for the construction of a new Ketchikan Public Library and direct the City Manager to commence negotiations for the acquisition of Lot 1, Copper Ridge, said purchase agreement to be submitted to the City Council for formal consideration and approval.

New Library Site Selection -- Process History

COMPLETE LIST	2004 FACILITY DEVELOPMENT PLAN	AUGUST 2007 ORIGINAL RFP	EXTENSION TO AUG 2007 RFP	REEVES' PRESENTATION TO COUNCIL 11/07	FORAKER AND FEASIBILITY COMMITTEE MARCH 2010
	Main School Grant/Main Combo: School + Grant/Main Old Hospital American Legion area KPU warehouse Venetia Hill Upper Bear Valley Upper University campus White Cliff School Behind Silver Basin Behind Stay Fit Gym KTN Entertainment Center	Old Hospital Venetia Hill Copper Ridge Creek St./Jirschele Misty Marie 2-A Misty Marie 4-A Tongass/Heckman	Old Hospital Venetia Hill Copper Ridge White Cliff School Creek St./Jirschele Signal Rd./Maiers Misty Marie 2-A Misty Marie 4-A Ridgewood/Walton Tongass/Heckman	Combo: School + Grant/Main	Main School Grant/Main Venetia Hill Copper Ridge Signal Rd./Maiers Ridgewood/Walton Tongass Heckman Karlson property Skinner Dawson A Dawson B Arntzen A Arntzen B



COMMITTEE RECOMMENDED CHOICES

Combo School + Grant/Main	Copper Ridge →	Copper Ridge →	Copper Ridge →
KPU warehouse	Tongass/Heckman →	Tongass/Heckman →	Tongass/Heckman →
Behind Stay Fit Gym	Venetia Hill	Venetia Hill	Skinner
		White Cliff School	



LYBRAND PROPERTY

LOT 1 COPPER RIDGE LN - CORNER OF COPPER RIDGE LN & SCHOENBAR RD
WITH PROPERTY OWNERSHIP





SKINNER SALES & SERVICE PROPERTY

CORNER OF TORTH TONGASS HWY & SIGNAL RD
WITH PROPERTY OWNERSHIP

