



**MEETING MINUTES**

JLG 12082- GFK Public Library

Meeting Date: September 4, 2014

Issued: September 9, 2014

Issued By: Scott Jordan-Denny

This report states our understanding of the matter discussed and the decisions and/ or status reached. Each person receiving a copy of this report is asked to review it promptly and notify the office of JLG Architects of any errors or omissions.

**Meeting Information:**

Date: Thursday – September 4, 2014  
 Time: 2:00 pm  
 Location: JLG Conference Room

Attendees/Present: (if checked)

- Brian Schill  
UND/ Grand Forks Public Library
- Wendy Wendt  
Grand Forks Public Library
- Todd Feland  
City of Grand Forks
- Fawn Behrens-Smith  
UND/ Grand Forks Public Library
- Gary Malm  
Grand Forks County
- Doug Carpenter  
Alerus Financial
- Lonnie Laffen  
JLG Architects
- Tracy J. Jordre  
JLG Architects
- Scott Jordan-Denny  
JLG Architects
- Jeff Steiner (on phone)  
JLG Architects
- Traci Lesneski  
MSR Design

Topic/Items of Discussion/Action Items	Action By	Deadline
<b>TOPIC</b>		
1. Lonnie presented feedback from his meeting with Grand Forks School Board member, Vicki Ericson, regarding the downtown site. <ul style="list-style-type: none"> <li>• Parking is Central High School’s primary concern with this site.</li> <li>• School Board is OK with our solution as long as it keeps the High School’s parking count ‘whole’ (82 spaces).</li> <li>• The current library plan maximizes the below-grade parking to approximately 85 parking spaces. The Library will have to negotiate with the school to provide as many as possible for school use. An approximate 60/25 split was discussed.</li> </ul>		
2. Lonnie presented feedback from his meeting with Alerus Financial regarding the Drive-Thru banking facility on the downtown site. <ul style="list-style-type: none"> <li>• Alerus would like to keep the Drive-Thru on this site.</li> <li>• Alerus would like to be part of the Marketplace within the Library               <ul style="list-style-type: none"> <li>○ Partner with the Library on a ‘Financial Wellness’ program</li> <li>○ Fawn indicated that UND has a financial wellness group</li> </ul> </li> </ul>		
3. New planning options were presented and discussed <ul style="list-style-type: none"> <li>• Option #1: Maximizes on-grade parking (85 spaces) and below-grade parking immediately below the Library (85 spaces), for a total of 170 spaces. The Drive-Thru is on the west corner.</li> <li>• Option #2: Maximizes on-grade parking (85 spaces) and expands below-grade parking beyond the Library footprint (133 spaces), for a total of 218 spaces. The Drive-Thru is on the west corner</li> <li>• Discussion:               <ul style="list-style-type: none"> <li>○ Option #1 addresses most of the school’s parking issue, but not all. Additional parking would have to be found at alternate locations, such as the City parking ramp.</li> <li>○ Option #2 solves all of the school’s parking issue, but at an additional cost</li> </ul> </li> </ul>		

<ul style="list-style-type: none"> <li>of at least \$1 million.</li> <li>○ Entire site could be below-grade parking, which would provide significant on-site parking. This solution would add cost and would probably become a City parking facility.</li> <li>○ Re-explore the Drive-Thru configuration regarding exiting onto Second Ave and quantity of Drive-Thru lanes.</li> </ul>	Scott	9/18
<b>TO DO for next meeting:</b>		
4. Lonnie to share Options #1 & 2 with Dr. Nybladh	Lonnie	9/4
5. Lonnie to share Options #1 & 2 to Alerus	Lonnie	9/18
6. Re-start planning diagrams with Drive-Thru, maximized parking and Marketplace along 5 <sup>th</sup> Street. Marketplace to be a public concourse with commercial - coffee shop, Alerus financial wellness center, etc - and, public entry to Library	Scott	9/18
7. Invite Bret Weber to next meeting	JLG	9/10
<b>Next Meeting to be held: Thursday, September 18 at 2:00 - JLG Office</b>		