

January 5, 2011

Meeting: GF Public Library Building Committee
Wednesday, January 5, 2011 – 7 a.m.
Grand Forks Library Meeting Room

Members in Attendance: Doug Carpenter, Al Grasser, Paul Holje, Ann Pederson, Jeff Regimbal, Leroy Sondrol and Wendy Wendt

Also in Attendance: Hal Gershman, Roger Helland, Gene Youngdahl, and Susan Mickelson

1. **Call to Order** – Chair Jeff Regimbal called the meeting to order at 7:05 a.m.
2. **Minutes** – Unanimous approval of minutes as distributed following the December 22, 2010, meeting.
3. **Traffic Study** – Al Grasser distributed an update of the Traffic Impact Analysis study, which is currently being prepared by KLG. The process is approximately half done and on schedule for completion by January 12. At that time, staff at City Hall will review the document to address mitigation issues and provide alternative options, if necessary. The report will be forwarded to members of the Building Committee and Library Board on January 14.
4. **Initial Project Analysis Report** – Discussion was held regarding the initial project report provided by Craig Tweten from Community Contractors, Inc. with analysis of expenses for a remodel and expansion of the current library site. The total project cost was estimated to be \$13,639,701, which did not include FF&E expenses, land acquisition, and financing costs. According to information provided by Library Consulting, PA, current FF&E expenditures for libraries in the Midwest are coming in at approximately \$30 sq. ft. Wendy provided corroboration of the projected line item amount of \$150,000 for two separate rounds of moving expenses. Wendy will contact the City Finance Department to request estimates of anticipated finance fees.

Approximate costs for acquiring adjacent properties to the existing library:

Three consecutive lots to the south - \$800,000

Aatrix property immediately to the north - \$775,000

Leroy and Hal agreed that demolition costs for any of these properties would be minimal.

5. **Comparative Site Study** – The Dewberry/Widseth Smith Nolting team is on schedule to provide the results of the Comparative Site Study by the January 14 deadline. Four scenarios will be included:
 - a) New construction at the Leever's site,
 - b) New construction at the Wellness Center site,
 - c) Remodel and addition at the current library site, and
 - d) Demolition and new construction at the current library site.

When completed, the report will be distributed electronically to the Library Board and Building Committee members for review. Architect Rick McCarthy is scheduled to join the group for a preparatory work session on January 19, and for the actual presentation to City Council on January 31.

Al Grasser distributed a sample matrix and table with comparative models for the three sites. The group agreed that a concise reporting tool such as this would be helpful when presenting to Council the results of the Comparative Site Study and the Traffic Study. Format and content will be discussed at the next Building Committee meeting.

There was additional discussion regarding the anticipated timeline for receiving, disseminating, and presenting the comparative study results.

5. **Interface with City Council** – Consensus of the group was to arrange for meetings in the next week to ten days with all City Council members – perhaps individually or with two at a time – to provide an overview of the site comparison process and review of the traffic study data. These meetings would also provide an opportunity to address concerns regarding the library project and discuss the best course of action to move forward with the proposed special election in April.

When library project representatives meet with City Council on Monday, January 31, our goal is to have all Council members prepared to make a decision regarding the special election date and proposed ballot language. By meeting individually with Council members prior to the full group meeting on the 31st, it will also be possible to request advice on how to best accomplish that goal.

Susan will coordinate with City Administrator Rick Duquette to structure and schedule the necessary meetings with City Council representatives – preferably on Thursday, Friday, and Saturday, January 13, 14, and 15. As the meeting dates and times are verified, Susan will communicate with Building Committee members to invite their participation.

Hal agreed to serve in the capacity of City Council interface with the Library Building Committee throughout the campaign process and into the initial phases of construction as necessary.

6. **Next Meeting** – The next Building Committee meeting will be held at **7:00 AM on Wednesday, January 19**. This meeting will be a planning session to prepare for the Special Meeting with City Council scheduled for Monday, January 31, at 5:30 p.m.
7. **Adjournment** -- The meeting was adjourned at 8:45 a.m.

Duly recorded,

Susan Mickelson