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## MEMORANDUM

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**To:** Mayor Westover and Members of the Assembly  
Jim Dinley, Municipal Administrator

**Through:** Michael Harmon, P.E. Public Works Director 

**From:** Stephen Weatherman, P.E, Municipal Engineer 

**cc:** Jay Sweeney, Finance Director

**Date:** July 20, 2011

**Subject:** Centennial Hall and Crescent Harbor Parking Upgrades

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The Centennial Hall and Crescent Harbor Parking Upgrades project has completed the development of the "Needs List" from the public and user groups. Public meetings were held March 30 and 31 to have the public at large identify needs. In addition user groups were also contacted and their needs identified. The identified needs were developed into a "Work Items List". The work items were presented to the public on July 13 and 14 and were well received. Only a few needs list items were left behind such as a multi story parking garage and a second floor for the Centennial Hall due to the cost of these items.

The next step in the project is to appoint a Feasibility Committee (similar to the Library Feasibility Committee) and begin the development of conceptual designs and costs. The Feasibility Committee will evaluate the conceptual designs and recommend selected options. During this process the options will be developed and presented to the public in September through October for the public's comments and approval. The recommended options will then be presented to the Assembly for approval in November.

**Fiscal Note:**

The project has funding from two legislative cycles. Legislative cycle 2010 has \$2,000,000 for Centennial Hall and \$1,000,000 for the Crescent Harbor Parking Lot. Legislative cycle 2011 has an additional \$3,000,000 allocation.

**Recommendation:**

**Approve the Needs List and Recommended Work Items.**

# Harrigan Centennial Hall & Crescent Harbor Parking Upgrades

## Project Timeline



March	First Public Meeting
April - May	User Group interviews and public feedback.
June	Second Public Meeting to review Needs List and costs. Assembly approval.
July	Organize Feasibility Committee and begin to develop options.
July - August	Feasibility Committee evaluates options and develops recommended improvements to meet needs which are within project budget.
Sept. - October	Public Meetings held to present recommended improvements.
November	Feasibility Committee recommendations to Assembly for approval
December - April	Consultants begin design on approved improvements.
May	Possible advertisement for construction.
June - December	Construction begins.

# Harrigan Centennial Hall & Crescent Harbor Parking Upgrades

## Pre Development Process

1. Public and User Group Meetings
2. Develop "Needs List" and preliminary budgets.
3. Finalize project priorities with public input via public meetings and written input. Assembly approval.
4. Feasibility Committee formed to help prioritize "Needs List," and review planning options.
5. MRV develops concepts and costs for selected priorities.
6. Feasibility Committee works with concepts and makes recommendations for priorities.
7. Feasibility Committee presents concepts and priorities to public via public meeting(s).
8. Obtain consensus for concepts and priorities.
9. Project Development Plan prepared by MRV.
10. Present Project Development Plan to Assembly for approval.

# Harrigan Centennial Hall & Crescent Harbor Parking Upgrades



Potential Work Items  
July 13, 2011

# IMPROVEMENTS TO CENTENNIAL HALL AND CRESCENT HARBOR PARKING

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## EXECUTIVE SUMMARY

Changes and improvements to Harrigan Centennial Building and the adjacent parking area serving the building and Crescent Harbor have been a focus of discussion for several years.

Proceeds from cruise industry head tax monies and direct appropriations by the State Legislature have established a fund to implement high-priority improvements to both the building and general parking area. MRV Architects was hired in March of 2011 to assist the City and Borough of Sitka and the community to identify potential improvements,. Those planning steps have focused on a community-driven process to identify needs and prioritize them for implementation within available funds.

Public meetings were held March 30th and 31st, 2011 at Centennial Hall. Each meeting had approximately 30 community members in attendance. The project goals, general funding, and implementation timeline were presented to the attendees. The community attendees recommended changes and improvements, both at the meetings and through comment cards or direct staff contact.

A series of meetings have also been conducted with User Groups with particular needs at both Centennial Building and the parking/support areas to gather additional information based on their detailed understanding of needs.

This document summarizes the community comment and user feedback into a series of potential work items for review and prioritization by the community. Potential work items are followed by a full listing of community meeting comments, and comments provided by the user groups.

The list of potential work items includes a planning-level estimate of cost and implementation steps. The community-recommended list of priority work items will need to reconcile with available monies for the project. At this point, \$4,500,000 for Centennial Building improvements, and \$1,500,000 for parking improvements, is firmly secured. Discretionary funds generated through the local tourism head tax totaling approximately \$3,000,000 could potentially be designated for work items as well.

The following list of potential work items is generally based on total available funds, and does not consider other potential projects of larger scope (for instance, a parking structure), which are not feasible within the scope of the current improvement project dollars.

Based on community prioritization of work items, MRV Architects will produce conceptual planning options illustrating the potential changes and improvements to both Centennial Building and the general Centennial/Crescent Harbor parking area. Following that, detailed design work and construction would occur for the highest priority items from the adopted overall plan direction.

## POTENTIAL WORK ITEMS

### Harrigan Centennial Hall

#### 1. Centennial Building Space Expansions

Harrigan Centennial Building has a number of operational limitations arising from a simple lack of space. These include insufficient restrooms, insufficient visitor information and cueing, insufficient building management space, and insufficient meeting space.

At a planning level, options include the addition of new space to the existing building, or shifting out current functions like the museum to create more internal space available for these needed uses. Potential work items include the following:

- a. Add new space attached to the existing building. This size is variable, but recommended to be in the range of 2,000 sq.ft. to 3,000 sq.ft. New spaces would include management office expansion, new meeting and function space, new visitor information space, and expanded restrooms. The cost for an external addition to the building is estimated to equal the cost for new construction at \$650/sq.ft., or roughly \$1.3 million to \$2.0 million for total project costs.
- b. Shift the museum out of Centennial Building. This step would shift the museum to other separate facilities out of the Centennial Building, freeing up 2,150 sq.ft. within the Centennial Building. Costs for interior space renovations to new functions is estimated at \$350/sq.ft., or about half the cost of new construction. Interior renovation costs for the Centennial Building portion is \$750,000.

Museum relocation options are complex, and include construction of new space, re-use of existing space, or pairing the museum in a potential shared structure, like a new library. Museum options and cost models are illustrated following.

- c. Implement both new addition and museum relocation. If both steps above are adopted, this would generate up to 5,000 sq.ft. of new space for Centennial Hall improved functions. Excluding museum costs, the Centennial Building costs would have a range from \$2,000,000 to \$2,750,000.

#### 2. Centennial Building Functional Improvements

The building was constructed in 1966 with only limited renovations since that time. The most obvious functional improvement needed to the building is a new mechanical system. Some air handlers have been replaced over time, but most systems are at the end of their life and create operational problems from poor acoustics and limited performance.

- d. Provide new HVAC system. A total of nine fan units will likely require replacement. In addition, work should include replacement of a chiller unit nearing

the end of its life. Work will include the addition of new silencing provisions, and better digital control systems. Mechanical system cost allowance: \$600,000-\$800,000.

e. Energy Upgrades - lighting and glazing. Several older systems in the building create both operator difficulties and contribute to higher operating expenses for the building. An upgrade package would potentially include new lighting and selective exterior upgrades to include an arctic entry, and reworked window areas. New glazing would retain and improve glazing where it is valuable, like from the stage area and meeting rooms, and remove it where not useful, such as at the high ceiling parts of the interior corridor. Other options, with greater cost, would include the potential for ground source or sea-water source heat pump systems for heating. Energy upgrade cost allowance: \$300,000 - \$450,000.

f. Kitchen Improvements. Kitchen equipment generally dates from original construction. Several pieces of new equipment and additional storage would improve food service options for Centennial building programs. Kitchen improvement allowance: \$200,000.

### 3. Parking Lot Reconfiguration and Improvements

g. Parking Lot Reconfiguration. Significant comment was provided on the general inefficiency of the parking lot, and the dangerous overlap of routes and traffic. This work item would rework all parking areas, and provide separated traffic routes and parking. It is assumed that a new bus loop with more convenient pick-up in front of Centennial Building would be provided. Similarly, a separated vehicular route would be defined for drop-off and parking for Crescent Harbor, and for the library. It is likely that the Baranov statue and Tlingit Canoe would relocate to other locations in town to free up needed space for improved routing. Parking capacity would be improved to the extent possible. Total area equals 135,000 sq.ft. Reconfiguration cost allowance: \$900,000 - \$1,200,000.

h. Improved Visitor Accommodations. At present, very poor accommodations exist for seasonal visitors, particularly those arriving by lighter craft to Crescent Harbor. Upon arrival, no shelter or potential for orientation exists, and a busy road system must be crossed. Recommendations have been made for improved external provisions for visitors and for the vendors that serve them. A potential range of options exists for this, from a simple covered cueing area, to a more comprehensive solution that included a warm waiting area with seating, informational materials, and restrooms. Cost range would start at \$100,000 for a re-worked covered waiting area, to several million dollars for a constructed visitor's center. Costs for a visitor's center would be about \$600/sq.ft. for warm interior space. A moderate facility would be 2,500 sq.ft. in size, and have a project cost of \$1,500,000 to \$2,000,000.

j. Reworked Landscape and public space. Several areas on the greater Centennial Hall area were identified as potential areas of improvement for better public utilization. The focus on such comments were the important area on the

seaward side of Centennial Building. This area will likely be important as a component of the sea walk, given its desirable views. This area is also important to preserve and enhance, given the extreme value of this view to the performance space in Centennial Building. Allow \$100,000.

#### **4. New Museum Facility**

k. New Museum Facility. The current museum space within Centennial Building totals 2,150 sq.ft. Other spaces totaling 2,200 sq.ft. are utilized off-site due to overcrowding in Centennial Building. A new museum, built as a unified facility, is projected to total 5,000 sq.ft. in size. Total project costs for museum construction are estimated at \$750-\$825 per sq.ft., generating a project cost of \$3.7 million to \$4.1 million.

It is possible that a new museum facility would be funded in part utilizing other funds, including direct State appropriations, or funds from potential private sources, such as the Rasmussen Foundation. As such, it is not possible to identify an exact cost impact out of current Sitka funds dedicated to Centennial area improvements.

Configuration options for a new museum vary widely. Different options would likely be explored that identified advantages of a shared museum and library facility, a shared museum and visitor's center, or a stand-alone museum in the general Centennial Hall area. It is also possible to explore new museum options that are located off of this site.

## SUMMARY OF GENERAL COMMENTS

The following information offers an over-view summary of the comments and feedback that was received, combining both public meeting comment and that received from User Groups. Many of these items were identified numerous times. Following portions of this report offer greater detail on all comments received, and the source of the comments, where from particular User Groups.

### Deficiencies List - Centennial Hall

#### **1. Centennial Building Space Expansions**

- a. Larger Staff Offices are needed
- b. Additional Restrooms are needed.
- c. Arctic Entry / Expanded Pre-Function space would be helpful
- d. Meeting Space is in great demand. Potential increased revenue.
- e. Additional Entry from East side to most directly serve lighter dock passengers would be beneficial.

#### **2. Centennial Building Functional Improvements**

- a. Assembly Room
  - i. Improve Acoustics, especially by limiting HVAC noise.
  - ii. Improve and increase Lighting capacity
  - iii. Improve sound separation from exterior.
  - iv. Locate sound and light console on same side of stage.
  - v. Enlarge/update stage area, backstage area.
  - vi. Add blinds to windows which would allow photos and video to be taken.
- b. HVAC systems: need better acoustics, and better controllability.
- c. Light controllability needs improving
- d. A true Green Room would be an important addition to facilitate events. Possible location in one of the three smaller meeting rooms (Davis).
- e. Accessibility upgrades needed.
- f. Kitchen capacity needs to be upgraded
- g. Signage and way-finding needs to work from multiple points of entry.
- h. Incorporate move native art and influence within the building.

#### **3. Operations and Maintenance**

- a. Six of the mechanical fan units are original (1967) and will need replacing / upgrades in the near future.
- b. 60 ton chiller is near the end of its service life.
- c. Arctic entries at all exterior doors would save operating expense.
- d. Many glass areas (like interior corridor) do not contribute to building and create high operations costs.

#### **4. Museum**

- a. Museum doesn't function well inside of Centennial Building.
- b. Museum is hard to find, and seems out of place.
- c. Space in Centennial Hall could be better used for things like meeting rooms.

- d. Museum doesn't have enough space in Centennial Building. Object storage and archives are now off-site.
- e. Collections storage spaces are inadequate and do not meet museum standards.

### **Deficiencies List - Crescent Harbor Parking**

#### **5. Bus Staging Area**

- a. Bus staging at present is awkward and dangerous, with buses looping behind Centennial Building. Explore new bus drop-off options that relieve congestion and have more logical route.
- b. Boat ramp location is awkward, since accessed behind Centennial Building. Use has to compete with bus traffic, car traffic, and visitors emerging from the lighter dock area.
- c. Human-powered craft (kayaks and canoes) would benefit by a new launch point away from the tender lanes.
- d. Potentially reclaim the water-side frontage of Centennial Hall as Pedestrian friendly area with benches and greenscape.

#### **6. Parking & Traffic Improvements**

- e. Reconfigure parking to allow for maximum parking spaces. Relocate Baranov Statue to Castle Hill, and Tlingit Canoe to Totem Park.
- f. Provide place for cruise ship passengers to queue for the lighter boats.
- g. Island Resident Parking? Fishermen parking? Limits? Permits?
- h. Provide Accessible parking near Centennial Hall and near dock.
- i. Improve traffic flow across the site. Consider options like one way "Entrance Only" off Harbor Drive. Revise lay-out for more logical grouping of functions, including bus drop-off and pick-up, vendor areas, and parking serving Crescent Harbor.
- j. Propose management strategies to optimize site uses and best parking practices. Explore potential to increase business usage fees, and limit free parking.
- k. Add / Improve lights to reduce vandalism.

#### **7. Bus and Transit Use**

- l. Explore a city bus stop off of Harbor Drive so that Crescent Harbor Parking is less impacted.
- m. Provide a waiting shelter that provides protection from weather.
- n. Designate an efficient bus staging and drop off area. Consider alternatives that accommodate longer-term bus parking off-site, and minimize impacts on Centennial Hall.
- o. Provide area for Visitor's "trolley" near Centennial Hall Entrance.

#### **8. Vendor Space Improvements**

- a. Provide covered Vendor area that is comfortable and protected from the weather, encouraging Cruise Ship Passengers to proceed through Vendor area.
- b. Increase visibility for Vendors. Explore creating dedicated space along East side of building. Removing vehicular access along the East side to eliminate the congestion and create a place where tours can gather.

#### **9. Pedestrian Traffic**

- a. Design Landscaping to guide Pedestrians to crosswalks and discourage crossing in unsafe locations.

## COMMUNITY MEETING RECOMMENDATIONS

### Community Process

Two Public Meetings were held March 30th and 31st, 2011 at Centennial Hall. The project goals, funding and timeline were presented to the attendees. The attendees were encouraged to voice their comments and recommend changes or improvements either at the meeting or with a provided comment card. This project started from a "blank slate" March 30th. The community input gathered is included in this section. Each meeting had around 30 community members in attendance.

#### 1. Centennial Hall Comments

- a. Consider providing a second Entry for visitors adjacent to the Lighter dock ramp.
- b. Include cultural artifacts that encompass all cultures with historical ties to Sitka. Centennial Hall is currently heavy on Russian history.
- c. The building design and art should show more Native influence.
- d. Improve acoustics, especially in the Assembly Room.
- e. Expand Kitchen and meal support capability.
- f. Provide more Restrooms, especially for women.
- g. Utilize movable walls / partitions for flex space.
- h. Entry need to be welcoming and logical. Provide signage for orientation.
- i. Improve room(s) to stage food events.
- j. Museum has outgrown space and needs to relocate.
- k. Views are very important to the main Assembly space. The views need to be maintained or improved.
- l. HVAC and acoustics need improvement.
- m. Kitchenette - Cookie and Punch Group needs more simplicity of use.
- n. Explore potential of a partial Second Level to alleviate crowding.
- o. Second Level could provide Archives with water protection. Museum valuable items should not be in Tsunami Zone.
- p. Centennial Building is heavily used by locals, not just visitors.
- q. Fill along west side and ocean/bay to allow for Library and Museum expansions.
- r. Building is used year round for conferences and travelers.
- s. Provide more meeting spaces
- t. A partial Second Level could create linked buildings with combined spaces including meeting rooms, library, and museum.
- u. Maintain natural daylight.
- v. Concerns about Museum and Library at sea level.

#### 2. Crescent Harbor Parking Comments

- a. Utilize private parking lots during high volume season to avoid over sizing Crescent Harbor Parking.
- b. Don't use parking Area as a bus terminal.
- c. Staging and drop off area okay.

- d. Transit traffic flow between Centennial area and Crescent Harbor is congested and dangerous.
- e. Dedicated Public Transit Area would be good.
- f. Plan for 29' bus (weight and length) when designing new parking layout.
- g. Provide better vehicle and pedestrian separation.
- h. Reconfigure parking to allow for more parking spaces.
- i. Define Harbor Shelter use. Original use was for Fishermen, not a staging area for tourists. What should today's use be?
- j. Traffic in parking area needs better flow and movement.
- k. Parking is difficult and too congested.
- l. Parking for Island residents is an important consideration.
- m. Too many Vendors are located in the parking area.
- n. Improve potential bus pick up / drop off near new restrooms.
- o. Provide accessible parking near boat ramp access.
- p. Utilize the central green space in front of building more efficiently. Baranof Statue & Tlingit Canoe should be relocated to create more usable space.
- q. Add a new Visitor Services building where the Baranov Statue is located.
- r. Maintain maximum parking year round, Centennial Hall cannot afford to lose any parking.
- s. Would hate to see the existing boat ramp function go away.
- t. Space behind building can be used differently, maybe no boats and busses, if alternate boat ramp provided near by.
- u. NO road around Centennial building.
- v. Regulate Parking / More contribution from Commercial Users
- w. No busses behind Centennial building.
- x. If people can't get to businesses, they won't be successful.
- y. Allow busses to pick up and drop off passengers only. Parking should be off-site.
- z. Provide taxi cab access spots.
- aa. Consider underground parking below and a new Visitor Center. Could locate where Baranov Statue is. Other parking could be re-designated.
- bb. Maintain / Enhance green space at parking lot.
- cc. Consider multi-level parking facility with Green Roof (Partial - not whole site).
- dd. How do we move transit? Relocate to Street Access?
- ee. How many busses would be added to serve the new McGraw Dock? Estimated at 4 - 7.
- ff. Rip rap area behind Centennial and Library seems to be receding, maintain and recapture land.

### 3. General Comments

- a. Maintain beauty of the setting. Key Sitka attribute.
- b. Don't make Sitka overly touristy.
- c. Maintain small town values.
- d. Consider Stratton Library for new Public Library.
- e. Consider moving Museum to existing KML building. Combine with a new Visitor's Center and Computer Area.

- f. Visitor Center space must consider light / sound / traffic - people / visitor flow.
- g. Consider combined Library, Museum, and Visitor spaces / linked buildings on site.
- h. City could sell land to obtain more funds.
- i. Maintain existing green strip between Crescent Harbor and Lincoln Street.
- j. Widen Lincoln Street to allow bus parking (1 side).
- k. Greenscape and good design are critical in this central area.
- l. Congestion could be lessened by using other dock facilities.
- m. Look at study of Stratton Library for possible uses. State Museum is considering options.
- n. Talk to Women's Club about land parcel next to Library. Offered for sale.
- o. Provide Tlingit bilingual signs and better signage.
- p. Provide more offsite restrooms (outside Centennial Hall).
- q. Acquire more land. Don't try to fit all functions in this location.
- r. Any new buildings should reflect Sitka's values ( no ultra modern designs).
- s. Consider Visitor's Center under bridge. Direct people through middle of town. Don't direct everything to Centennial Hall via Sea Walk.
- t. Is a Visitor Center needed?
- u. Consider a multi-agency Visitor's Center, combined spaces with USFS, etc?
- v. Look at Gateway Concepts - good plans were developed.
- w. A possible new Visitor's Center should have proximity to Centennial Hall to use as breakout meeting space when not utilized.
- x. The Centennial area is the ideal location for Chamber of Commerce and Visitor Bureau. They should be visible and accessible.
- y. Define functions of a Visitor's Center and how it supports the Convention Center.
- z. Contemplate increased bus impact on downtown and Crescent Harbor Parking area.
- aa. Keep in mind that streets downtown are already very narrow.
- bb. Those who use Centennial Hall need to be kept up to date on schedule and given advanced notice if the use will ever be interrupted.
- cc. Potential for additional transit funding to increase available funds.

## USER GROUP COMMENTS

Many groups in Sitka have a particular understanding of the needed improvements at Harrigan Centennial Hall and the larger Centennial/Crescent Harbor parking area. Individual meetings were scheduled with these groups, including some meetings that were open-ended to allow categories of users, like Charter operations, to meet together in a conversation.

### 1. Harrigan Centennial Hall Manager - Don Kluting

- a. Museum does not pay for space or utilities. Having the Museum located in Centennial Hall impacts budget and requires increase in hours.
- b. Visitor industry does not pay for Centennial Hall use but impacts operating budget.
- c. Current use structure: 66% Non Profit, 27% City Government, 2% Commercial, 5% Other.
- d. Centennial Hall shows 500k annually to operate but only 70-80k/year in revenue.
- e. In general, Centennial Hall needs more space and would like to reclaim Museum area.
- f. Would like to see a computerized system/program for Reservations, Tracking, Room arrangements. This would optimize organization and would enable more efficient management.
- g. The existing Kitchen is not large enough to support large functions. The kitchen would benefit greatly from a preparation and staging area. Attached storage would also be useful.
- h. Use other existing Boat Ramps in the community (UAS). The South and East sides of the building are incredibly busy. Between bus turn around and staging, boat launching and cruise ship passengers there is too much going on in that area.
- i. Visitors currently arrive at the back of the building. Don would like to possibly expand building to Crescent Harbor sidewalk (East) and create second Entry.
- j. Centennial Hall staff need a reconfigured office space. In general they would benefit from a front / back of house. This would allow a public front area, and a private office space which would allow the staff to concentrate on work and not an influx of visitors.
- k. Would like to host more Conventions. The technology and sound system are not up to date. During Sitka Summer Music Fest, HVAC has to be turned off because of noise.

- l. A Convention staff office would also be beneficial to attracting more conventions.
- m. Need Auditorium Overflow Area / Expanded Entrance and Lobby.

## **2. Isabel Miller Museum - Bob Medinger, Jacqueline Fernandez**

- a. The Museum needs more space. Much of the Museum's collection is unable to be displayed do to a lack of space. It also currently utilizes multiple off-site storage spaces.
- b. Centennial Building lacks museum-level environmental controls, including temperature and humidity control.
- c. Building lacks secure and stable collections storage and management space.
- d. The building is very poor for exhibit spaces, due to low ceilings, and bad lighting.
- e. The museum has no visibility and is not logically located. It is very difficult to find.
- f. It is important for Centennial Hall to retain some displays.
- g. Very receptive to sharing space with other venues such as Library or SCVB.

## **3. Russian Dancers / New Archangel Dancers - Linda Speerstra, Angela McGraw**

- a. They choose to use Centennial Hall / love the location
- b. Walk-ins account for 20% of their audience
- c. They have a good relationship with Sitka Tribe of Alaska.
- d. Centennial Hall Stage: Bigger okay, small not okay
- e. Lights and acoustics need improving.
- f. The dancers are concerned about the construction schedule. Being displaced for a summer would be difficult to work with.
- g. Performances Tuesday, Wednesday, Thursday (Cruise Ship Schedule).
- h. 2011 - 120,000 expected cruise ship visitors. This is down from past years.

## **4. Sitka Summer Music Festival - Dan Jones, Melissa Marconi Wentzel, Bobi Rinehart**

- a. A true Green Room would be great addition to the Music Festival. Audio / Video set up in room adjacent to Auditorium. Possible location in one of the three smaller meeting rooms (Davis).
- b. Audio/Visual comes from Maksoutoff Room. They would benefit from a larger network for broadcast, similar to Performing Arts Center.
- c. Create an enlarged Entry Area / Lobby / Foyer. There is no place to gather and wait, especially for older people.
- d. Bathrooms and Kitchen are noisy during performances.

- e. Enhance view from Auditorium, possibly by lowering parking area, and preferably closing area to traffic.
- f. Now that we are doing performances during the day and night, there is concern about cruise ship passenger noise.
- g. Alter to improve acoustics, within the main space, appropriate to high-end performance. From a patron standpoint, the biggest complaint is the air system. It is LOUD. So loud, that we must turn it off during concerts. It would be great to silence that a lot. It would also be nice to split the air so that we can have it on the patrons and not the stage. More wireless mics that do not have to be hand held would also be nice, as well as higher quality boom stands (that work for hand held mics).
- h. We would like to see some serious improvement regarding the lighting capabilities on stage.
- i. We would like the lighting console and the sound console on the same side of the stage (need inputs for sound on the other side). We should be able to control both in the same place.
- j. We need additional lighting instruments, and we need additional points to hang the lighting. It would be great to have more circuits, too. If we can not get more circuits, we could just have additional places to hang lighting and "steal/share" circuits.
- k. The Backstage area is tight. It would be great to have more space for artists getting ready to go out.
- l. It would be wonderful if we could eliminate or lower the wood railing where the piano is stored, allowing someone to move the piano out without crashing into the railing.
- m. It goes without saying that the view is VERY important to the Festival but we still feel like the need to reiterate that again here. Along those same lines, we would like to see some sort of permanent film blinds (we have no idea what these are called but we are sure that they are probably made), allowing photos and video to be taken with the windows open. It would be perfect if these fancy blinds could be lowered and raised, depending on the brightness. We think that this could be a very important tool for marketing the building.

## 5. Sitka Tribe of Alaska - Camille Ferguson, Gerry Hope

- a. Primary step would be to improve traffic flow through the site and building. Create entrances / exits with less 'through' flow of traffic blocking key areas.
- b. Create separate area for busses and pedestrians to safely cue.
- c. Centennial Hall should be a place for a nice, protected bus stop. Transportation funding possibly available to supplement the city. Transit plan should use Multi-modal funds. It will be important to have a good overall vision and do it the right way the first time.

- d. Public Transit stop possibly not located within parking area, instead create a "typical" city bus drop off.
- e. Centennial building needs more restrooms. Overall aesthetics should be brought up to 21st century. HVAC updates are needed to reduce air noise.
- f. Would like to see a covered vendor area. First, it would be best if the procession from Cruise Ships was through a comfortable vendor area and not a beeline to the building.
- g. The Visitor's "trolley" busses should go to Centennial Hall as location to pick up tourists.
- h. Parking demand is high, especially at certain times. It might be necessary to look at multi-level parking.
- i. In changing the flow of traffic, there might be an "Entrance Only" off of Franklin Street.
- j. The Island Dwellers should pay to park.
- k. Sitka public transit busses are all moving towards 29' so turning radiuses will be increasing.

#### 6. Alaska Day Committee - Ted Allio

- a. Would like to see better control over building HVAC. To minimize noise, they turn HVAC off, doors are then opened to increase air circulation, which in turn triggers the HVAC.
- b. Alaska Day Ball would benefit from enlarging the Auditorium and providing increased seating.
- c. To improve the site capacity, move the Baranov statue. Consider adding tideland fill to create more useable area.

#### 7. Vendors - April 8th, 2011

Deborah Younger-Rear, *Sea Life Discovery*

John Dunlap, *Allen Marine & Sound Ocean Adventures (Kayak Tours)*

Bruce Conine, *Sitka Wildlife Tours (most sales made on docks)*

Mitch Cowan, *Captain Black Bart's Charters*

Betty Jo Moore, *More Taxi & Tours*

- a. Would like covered shelter for Vendors that is colorful, attractive and protected from the weather.
- b. There needs to be a place for people to queue when reloading the lighter boats.
- c. The current shelter is under utilized. Is it possible to dress it up and use it more? When the fishermen need it, they need it. It does not matter if there is a cruise ship there.
- d. Provide more restrooms with proximity to vendors.

- e. Currently there is a huge safety and congestion issue with people crossing the road from the lightering dock due to conflicting traffic from the boat ramp and bus turn-around.
- f. Boat ramp has to go.
- g. Human-powered craft (kayak and canoes) should be accommodated completely away from tender lanes at Centennial Hall if possible.
- h. Suggestion that maybe lightering only goes to Crescent Harbor and the O'Connell Bridge dock is used for small boat / man powered craft launch.
- i. One Lighter dock at Crescent Harbor would create simplicity, recognition, and ease of way finding for tourists. It would alleviate anxiety about which dock to send people to. It needs to be simplified for people coming off boats.
- j. Getting rid of bridge lightering scares some vendors.
- k. Elevated / multi level parking would create a reduced footprint. It would open more area for visitors and not remove Lincoln Street landscape areas.
- l. Consider a new Visitor Center in front of Centennial Hall. Warm, dry space with restrooms and vendor accommodations. Create the "Complete Central Location"
- m. Vendors need to be visible. First 20 feet is most important. People need to be able to locate restroom and view where they are supposed to head next. Design improvements should guide people where we want them to go.
- n. The new Library building should include Museum and Visitor Center combo.
- o. New ships will likely utilize the McGraw Dock, and vendors will sell tours at McGraw dock. Some vendors are excited to not deal with city. It does however present challenges for Allen Marine, as they currently meet ships off-shore.
- p. Provide more public seating protected from elements for waiting people.
- q. For quick Implementation, even this summer: rain relief for vendors and visitors waiting to load lighters. Possible use of canopies.

#### **8. Vendors - April 20th, 2011**

Mike Wasson, *Alaska Travel Adventures*

Kenneth Rear, *Greenling Enterprises LLC*

Deborah Younger-Rear, *Greenling Enterprises LLC*

Sherry Aitken, *Sitka Tribal Tours*

- a. There is currently no place to gather tours. The building, busses, and boat ramp access create a pinch point.
- b. Additional restrooms, exterior of Centennial Hall, would be an attribute.
- c. Move boat launch. Add possible Kayak launch on other side. Extend the lightering dock toward the break water.

- d. Narrow Franklin Street green strip slightly to allow for some increased parking.
- e. Group does not believe Centennial Hall is the right place for a Visitor Center.
- f. Centennial Hall is meant to host conventions not necessarily be the central tourism area of Sitka. Possible locations for a Visitor Center would be at O'Connell Bridge, or in an underutilized building downtown visible from the Crescent Harbor Lightering Dock.
- g. The combination of one entrance / exit into Crescent Harbor along with the location of the lightering dock creates a dangerous harbor. Possible solution is to add a second opening into Crescent Harbor.
- h. O'Connell Bridge area could function as a bus transfer location including busses from McGraw Dock. From O'Connell there could be positive traffic flow to downtown and a sea walk to Centennial Hall.
- i. Cruise ships are guided to the specific lightering dock.
- j. It is important to ask the Cruise Ships what they want to see happen. What would help more cruise ships come to Sitka? Vendors would like to see 2 ships a day to drive sales revenue.
- k. Lightering is not a desirable option for Cruise ships or passengers.
- l. Sitka is an expensive port. To stay competitive as a port, community support is needed.
- m. Would prefer to see a Visitor Center in one of the underutilized buildings downtown with good signage welcoming tourists.
- n. The number one question of visitors as they exit the cruise ships is, "Where is downtown?" This problem needs to be solved.

#### 9. Senior Center - April 8, 2011

- a. Would like to see sitting area on the water side behind Centennial Hall, similar to what is along the water at the Library.
- b. Punch buttons on Bathroom doors for Accessibility.
- c. There are not enough Handicap spots that are actually available and accessible.
- d. Keep bus traffic in front of building, not behind.
- e. Island dwellers park for extended periods in parking lot during the busy summer times. Would like to see a plan that limits or regulates their time similar to other Sitka residents.
- f. Provide additional safe crosswalks connecting downtown to Centennial Building.
- g. Some 'Multifunction' elements should be removed from Centennial Building so it can more truly function as the conference center it was originally intended for. The museum seems like obvious use to relocate.

#### **10. Sitka Convention & Visitors Bureau, Sitka Chamber of Commerce, SEDA**

Tonia Rioux, *Sitka Convention & Visitors Bureau*

Jennifer Robinson, *Sitka Chamber of Commerce*

Gerry White, *SEDA*

- a. There has been discussion of moving the three agencies to Centennial Building or a separate Visitor's Center.
- b. Concern for SCVB that their current rent is super low. They only staff 3 employees with volunteers filling in seasonally. They are worried that if centrally located, staffers would need to be shielded from "the front line."
- c. The Chamber would like to be more visible to local businesses.
- d. SEDA is happy behind the scene, does not need to be in the public's face.
- e. Visitor's Center would benefit from a "home base" in the Centennial area.
- f. The Chamber of Commerce uses Centennial Hall for the Artisan Market. This three-day event uses the big hall and two large rooms.
- g. Other key summer use includes BACA: Baranov Arts and Crafts. BACA utilizes the Baranov Room, and East and West Exhibits all summer. This creates subsidized space on City properties. There is a kickback to Centennial Hall, but does this outweigh the alternative option of opening meeting rooms for Conventions instead?
- h. Economically, charters, fishing and cruise capacity are all down. Are there other economic growth opportunities with SJ Campus?
- i. Current visitor services happen in Centennial Foyer. This is cramped and works very poorly.
- j. Possible shared facility with Sitka Sustainable Outdoor Recreation Park, SSORP, should be considered.
- k. Consider a new combination building including Chamber / Visitor Center / Museum / Visitor Bureau with public space on First Floor, and offices on Second Floor.

#### **11. Center for Community: The lead agency of Sitka Public Transit - Connie Sipe**

- a. There is low-interest federal transit money and State-controlled transit grants at 80/20 federal/local available for parking facilities, lots, transit buildings. Juneau's new downtown parking garage, transit ticket office, and snack shop were built with transit money. Usually only "catch" is that income must go into public transportation (maybe in proportion to transit money as percentage of whole).

- b. Parking needs to be regulated during busy months. Cost of enforcement could be supported by higher business usage fees for tourism, vendors, tour buses, charter operators that fill the lot in the summer, etc. Businesses are charged only \$400 per year for a permit to Harrigan's lot. It should be \$500 a month for 4 months or \$2000 for a year.

## 12. Anderson Land Planning - Monique Anderson

- a. Create strong waterfront pedestrian route - Green space should be as wide as possible.
- b. Buses are big gorilla in room. Carefully strategize bus drop-off, staging for tours, and bus parking impacts since they are big visual barriers. Running engines are distraction too.
- c. Create better relationship of lightering facility to Centennial Hall. The backdoor approach does not work.
- d. Expand building toward waterfront. Create outdoor and performing arts locations, plaza, active space.
- e. Move boat ramp! This is a "one of a kind" view, and other boat ramp options exist..
- f. Covered pavilion is used for "rainy day" outdoor events and needs upgrade.
- g. Parking lot should be viewed as an outdoor festival space as well as for cars.
- h. Seasonal busses might suggest temporary tourism 'shack' needs. Cover vendor space and cueing space could be removed after summer. Space should be allocated in plan.
- i. Move canoe to another prime waterfront location.
- j. Co-locate various visitor services in a new center with Wi-Fi and computer access.

## 13. Lisa Baugher

- a. Enlarge the restroom at corner of Harbor and Lincoln Streets. Side walks cracked and crumbling. Need to be replaced and possibly widened.
- b. Need to preserve as much green space as possible. Even a few feet of border is more attractive and appealing. Need new attractive lighting.
- c. Pedestrian and vehicular flow seems to be the number one priority in listening to folks voice their concerns, for both summer visitor and year-round residents. Absolutely rework parking lot configuration.
- d. One suggestion would be to move the library to SJ if possible and relocate the museum to the Library building.
- e. Another priority for Centennial Hall is the creation of more meeting. Like idea of routing tour boat folks into building and utilizing museum area for visitor information. Build 2nd floor around central room for more space.

#### 14. Jeff Budd

- a. Provide more Restroom space.
- b. Give community and users lots of warning concerning construction as people have events scheduled 2 years in advance.
- c. Provide more breakout rooms in Centennial Building.
- d. Refer to building staff for use patterns and needs as they know the most.
- e. Don't forget that Sitka Summer Music Fest is all of June.
- f. Build new Visitor Center / Chamber / SEDA space between Library and Centennial Building.

#### 15. Rebecca Poulson

- a. Take advantage of and retain distinctive architecture of building, especially porch, entry, lobby, interior design - (wood, linen etc) which is distinctive, stylish and now vintage. If you update, new version will soon be dated.
- b. Maintain and improve glass wall back of stage.
- c. Retain enough landscape so site is appealing. We'll never have all the parking we want anyway.
- d. Strength of the building is its multiple uses - flexibility.
- e. It would be difficult to add a new function (Visitor Center) when the building is already pushed to limit to accommodate existing uses.
- f. Need good wheelchair / accessible routes / paths. Library front doors, Centennial building front doors, Harbor, Downtown

#### 16. Judith Ozment

- a. Crescent parking should change traffic flow to logical one-way routes.
- b. No bus parking or standing in front Centennial Hall.
- c. No inoperative vehicles, boat trailers or "for sale", objects allowed in parking lot.
- d. Provide one allotted space per island residence; rent space for island commercial uses (lodges etc.)
- e. Use landscaping and plantings to create a beautiful surrounding edge to Centennial Parking, and also discourage pedestrians crossing Harbor Drive in un-safe locations.
- f. Centennial Hall needs a "family" type restroom for disabled needing assistance & families with children. This would also help with crowds from music festival, tourist groups, etc.

## 17. Ralph C. Lawson

- a. Widen entrance of one way out and make two way, also serving as a bus entrance.
- b. Eliminate the interior island to make it into an expanded parking lot.

## 18. John Stein

- a. Acquire "Women's Club" land for Museum / Library.
- b. Preserve open space along waterfront.
- c. Think about Tsunami issues.
- d. Abandon trailer boat launch, add kayak launch float.
- e. Signage visible from "both" directions. Marque / reader board?
- f. Consider impact of McGraw dock and bus impacts.
- g. Keep working on Harbor walk.
- h. Side doors on South side with outdoor paved patios.
- i. Sidewalk to library.
- j. Ocean-source heat pump heating.
- k. Interior re-decoration.
- l. Canoe to near village, or near SJ Campus.
- m. Fees to use parking lot to clear-out inactive storage.
- n. Remove columns in museum space.
- o. Boardwalks to end of breakwaters with outlook.
- p. Get "Ride" bus stop out of parking lot.
- q. Queue busses off-site. Japonski, Baranof School yard.
- r. Color code and flag lightering docks. ie. "Red Dock" "Blue Dock"
- s. Mezzanine over hall for auxiliary use?
- t. Consider size of vehicles, many large vans, trucks etc.
- u. Moveable flower/landscape displays that can be put away in the winter, out in the summer and moved with a fork lift.
- v. Move museum to Library.
- w. Jitney (?) transport for downtown - Totem Park.