

## **POSSIBLE MOTION**


I MOVE TO approve Resolution  
2011-29 on first and final reading.

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## MEMORANDUM

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

**From:** Michael Harmon, Public Works Director   
Judi Andrijanoff, RISE Alaska, LLC.

**Date:** October 19, 2011

**Subject:** Resolution No. 2011 – <sup>29</sup>XX Authorizing Participation In The Library Construction  
And Major Expansion Matching Grant Program; And Updating The Legislative  
Capital Project Request

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**Background:**

The attached resolution was prepared at the request of Judi Andrijanoff of RISE Alaska, LLC. who asked that it be placed before the Assembly for consideration at its meeting of October 25, 2011. If adopted, Resolution No. 2011 – XX authorizes an application in the amount of \$5,700,000 under the FY13 Library Construction and Major Expansion Matching Grant Program. Applications are due November 8, 2011. A resolution authorizing participation in the program is an application requirement.

Please note that any grant approval will be brought back before the Assembly for approval along with an update on the project development. Any required bonding and ballot measures should be approved and in place prior to accepting a grant.

**Fiscal Note:**

The Library Construction and Major Expansion Matching Grant Program provides for up to 50% of the total project cost. Currently the Foraker Predevelopment has identified the following funding breakdown:

Total Project Cost	\$10,224,362
50% State Grant	\$ 5,667,181
Estimated Fund Raising (grants, local)	\$ 600,000
Estimated CBS Fund Requirement	\$ 3,957,181

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**Recommendation:**

It is recommended that the Assembly adopt the motion approving Resolution No. 2011 – XX authorizing participation in the FY13 Library Construction and Major Expansion Matching Grant Program; and update the Legislative Capital Project Request to be consistent with the grant request.

Sponsor: Administrator

## CITY AND BOROUGH OF SITKA

### RESOLUTION NO. 2011-29

#### A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF SITKA, ALASKA AUTHORIZING PARTICIPATION IN THE LIBRARY CONSTRUCTION AND MAJOR EXPANSION MATCHING GRANT PROGRAM

**WHEREAS,** the City and Borough of Sitka (CBS) Assembly supports the expansion of the Kettleson Memorial Library for use in the community; and

**WHEREAS,** the City and Borough of Sitka is an applicant for a grant in the amount of \$5,700,000 from the Alaska Department of Commerce, Community, and Economic Development, under the Library Construction and Major Expansion Matching Grant Program.

**NOW, THEREFORE, BE IT RESOLVED** by the Assembly of the City and Borough of Sitka, Alaska that once the funds are lawfully appropriated, the Assembly will vote to accept the funds and authorize the Administrator to negotiate and execute any and all documents required for granting and managing funds on behalf of the City and Borough of Sitka, Alaska.

**BE IT FURTHER RESOLVED** that the Administrator is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or task, based upon the needs of the project.

**PASSED, APPROVED AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska on this 25<sup>TH</sup> DAY OF OCTOBER, 2011.

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Cheryl Westover, Mayor

ATTEST:

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Colleen Ingman, MMC  
Municipal Clerk

# Statewide Public Library Construction Projects Status Updates / FY2013 State Assistance Funding Requests

	Community	Project Type	Project Status	State Funding Request	State Funding Received	
State Funding Secured	✓ Cordova	New Library	Construction began September 2009. Completion anticipated Fall 2012.	\$2M	FY2011	\$13.3M
	✓ Kenai	Expansion	Grand Opening held July 9, 2011.	\$1.5M	FY2011	
	✓ Seward	New Facility	Construction began September 2011. Completion anticipated Fall 2012	\$4.7M	FY2011	
	✓ Petersburg	New Facility	Completing Design Phase. Anticipate Spring 2012 construction start.	\$3.25M	FY2011	
	✓ Barrow	Expansion	Construction Began June 2010. Completion anticipated Winter 2012.	\$350K	FY2011	
	✓ Sutton	New Facility	Construction Began July 2011. Completion anticipated Fall 2012.	\$1.5M	FY2011	

	Community	Project Type	Project Status	State Funding Request	State Funding Received	
State Funding Secured	✓ Soldotna	Expansion	Advancing to next level of design. Anticipate Spring 2012 construction start.	\$3.4M	FY2012	\$16.967M
	✓ Ketchikan	New Facility	Construction to begin Fall 2011. Completion anticipated Winter 2012.	\$6M	FY2012	
	✓ Skagway	Expansion	Advancing to design. Anticipate late Summer 2012 construction start.	\$667K	FY2012	
	✓ Kodiak	New Facility	Advancing to next level design. Anticipate Fall 2012 construction start.	\$6.9M	FY2012	

Community	Project Type	Site Ownership	Space Program	Design Concept Study	CIP List Ranking	Cost Estimate	Local Funding	State Funding Request	Timing For State Funding	
Fairbanks/ North Pole	New Facility	Yes-Borough	18,625 SF	Yes	N/A	\$13.6M	Portion of \$10M Trust + Grants + Local Fundraising	\$6.8M	FY2013	\$22.1M
Sitka	New Facility	Yes-City	14,000 SF	In Progress	TBD	\$11.4M	G.O. Bond + Grants + Local Fundraising	\$5.7M	FY2013	
Talkeetna	New Facility	Yes-Borough	7,840 SF	In Progress	TBD	\$5.2M	Borough Funding + Grants + Local Fundraising	\$2.6M	FY2013	
Juneau, Mendenhall Valley	New Facility	Yes-Borough	21,000 SF	Next Step	TBD	\$14M	Borough Revenue + Endowment & FOL Funds + Grants + Local Fundraising	\$7M	FY2013	

**The Following Public Libraries Are In Early Stages Of Planning. Further Information Will Be Provided As These Projects Evolve.**

Anchor Point – New Facility • Craig – Expansion • Juneau, Downtown – Improvements • Nome – New Facility •  
Palmer – Expansion • Thorne Bay – New Facility • Wasilla – New Facility



STATE OF ALASKA  
DEPARTMENT OF  
**COMMERCE**  
COMMUNITY AND  
ECONOMIC DEVELOPMENT

Division of Community and Regional Affairs  
Grants Section

*Sean Parnell, Governor*  
*Susan K. Bell, Commissioner*  
*Scott Ruby, Director*

September 1, 2011

To Whom It May Concern:

RE: Library Construction and Major Expansion Matching Grant Program

The Department of Commerce, Community, and Economic Development is pleased to announce the availability of application materials for the **Library Construction and Major Expansion Matching Program**. The primary objective of the program is to provide communities with the financial assistance needed to help construct a public library or make a major expansion and associated renovations to an existing public library.

**If you would like an FY13 Library Construction and Major Expansion Matching Grant Application Packet sent to you in response to this solicitation, please fax a request to 269-4066, Attention: Darcy Mollett. You may also call 269-4252 to request a packet.**

To be eligible for funding consideration you must submit a proposal on the application provided. Eligible applicants are municipalities, Native Village Councils, or an incorporated non-profit entity in the unorganized borough.

Subject to appropriation, the program provides not more than 50 percent of the total proposed grant project costs to an eligible applicant.

**Applications must be received at the address below by 4:30 P.M. on ~~October 13, 2011~~ <sup>NOVEMBER 8<sup>TH</sup>, 2011</sup>.**

Department of Commerce, Community, and Economic Development  
Division of Community and Regional Affairs  
550 W. 7<sup>th</sup> Avenue, Suite 1770  
Anchorage, AK 99501  
**ATTN: Darcy Mollett, Grants Administrator**

Appropriations for specific projects will be made in the FY 2013 capital budget. Funding will be available effective July, 1 2012.

If you have any questions about the Library Construction and Major Expansion Matching Grant Program or the application process, please feel free to contact Darcy Mollett (907) 269-4252.

Sincerely,

Darcy Mollett  
Grants Administrator II

LIBRARY CONSTRUCTION  
AND  
MAJOR EXPANSION  
MATCHING GRANT PROGRAM

PROGRAM  
AND  
APPLICATION  
GUIDELINES

*Application Deadline: ~~October 13, 2011~~  
NOVEMBER 8<sup>TH</sup>, 2011*

State of Alaska  
Department of Commerce, Community, and  
Economic Development  
Division of Community and Regional Affairs

September 2011

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## **I. GENERAL INFORMATION**

### **Overview**

The State of Alaska, through the Department of Commerce, Community, and Economic Development ("Department") provides funds through the Library Construction and Major Expansion Matching Grant Program for library construction, major expansion, and associated renovations. Subject to appropriation, the program provides not more than 50 percent of the total proposed grant project costs to an eligible applicant as authorized by AS 14.56.355-14.56.356.

Rules for the administration of the program are outlined in 3 AAC 198.10 - .990.

Projects funded under this program are also subject to compliance with 42 U.S.C. 12101 - 12213 (Americans with Disabilities Act).

Appropriations for specific projects will be made in the FY 2013 capital budget. Funding will be available effective July 1, 2012.

### **Issuing Agency and Contact Person**

This Application Packet is issued by:

State of Alaska  
Department of Commerce, Community, and Economic Development  
Division of Community and Regional Affairs – Grants Section  
Attention: Darcy Mollett, Grants Administrator II  
550 W. 7<sup>th</sup> Avenue, Suite 1770  
Anchorage, Alaska 99501-3569 (Mailing & Delivery Address)

Phone Number: (907) 269-4252  
Fax Number: (907) 269-4066  
E-mail: [darcy.mollett@alaska.gov](mailto:darcy.mollett@alaska.gov)

### **Additional Information and Assistance Available**

Applicants should carefully review this Application Packet. Applicants should put comments and/or questions in writing and mail them to the above address or phone Darcy Mollett at 269-4252 for clarifications.

### **Uses of Grants**

An eligible applicant may use grant funds for the following purposes:

- To construct a new public library; or



Make a major expansion and associated renovations to an existing public library. A "major expansion" means an expansion of an existing library to increase the square footage of the structure by not less than 30 percent.

Grant funds **may not** be used for the following purposes:

- Costs of ordinary maintenance and operating expenses of a library;
- Equipment or furnishings not part of the construction, major expansion and associated renovations of a public library.
- Construction, major expansion, and associated renovations of public or private school libraries.

### **Eligible Applicants**

The following entities are eligible to submit a proposal under this solicitation:

- (1) A municipality
- (2) A Native Village Council
- (3) A community in the unorganized borough
  - (a) To be eligible to receive a grant under this program, a community in the unorganized borough must have an incorporated non-profit entity in good standing that will agree to receive and spend the grant money for the applicable purpose specified in the grant application.

### **Maximum Amount of Grant**

Subject to appropriation, the Department may make grants under this program in an amount not to exceed 50 percent of the total proposed grant project costs, per AS 14.56.355 (c). For projects in which a public library is combined with a municipal or other community facility, only costs that are attributable, as determined by the Department, to uses relating to construction, expansion, and associated renovations of a public library within the proposed combined facility will be considered as grant project costs.

### **Priority for Grant Recommendations**

Alaska Statute 14.56.356 (a) (2) requires the Department to make a priority ranking of applications. The Department shall rank applications as required by the statute. The statute states:

- (1) The Department will rank projects giving the following priorities to proposed project:
  - (A) the first priority shall be given to an application submitted by a community that does not have a public library, but has created a plan for public library service;

- (B) the second priority shall be given to an application that the Commissioner in consultation with the Department of Education and Early Development, Division of Libraries, Archives, and Museums or the oversight division evaluates as having the highest beneficial impact on the provision of library service to the public;
- (2) among projects that are ranked relatively equally under (1)(B) of this section, the Department will give preference to an applicant that has not previously received a Library Construction and Major Expansion Matching Grant.

#### **Local Match**

An applicant must provide, as a local match, the portion of the total proposed grant project costs not met by the funds awarded under this grant program, per AS 14.56.356 (b). The local match may be in the form of:

- (1) Money; (if the applicant is a local government entity an amount not less than 20 percent of the total proposed grant project costs must be a cash match).
- (2) Land; or
- (3) Services.

#### **Cost Reimbursable Grants**

Applicants are advised that grants awarded under the Library Construction and Major Expansion Matching Grant program are cost reimbursable grants. Funds awarded under this program are reimbursed concurrent with the expenditure of matching funds.

Upon completion of the project if the grantee fails to provide a final financial progress and narrative report the Department will notify the grantee of the failure and give 30 days after the date of notification to comply with this section. If the grantee continues to fail to comply with this section the Department may require repayment of all or a portion of the grant that has been paid to the grantee for the project.

Funds expended on a project prior to appropriation and the date of the Governor's approval of the capital bill, or an effective date as identified in the capital bill for the project will not be reimbursed.

#### **Site Control**

Each Library Construction and Major Expansion Matching Grant project requires the grant applicant to document that he has the enforceable right to

use the real property on which the project will be constructed. This documentation may be in the form of a deed, lease (usually for not less than twenty years), easement, or similar formally executed document.

## **Resolutions**

**Waiver of Sovereign Immunity** – If the grantee is an entity that possesses sovereign immunity, the grantee must agree as a condition of receiving a grant, that the grantee irrevocably waives its sovereign immunity with respect to enforcement of the grant agreement or claims related to the grant agreement. The waiver of sovereign of immunity must be on a form the Department provides to the Grantee, per 3 AAC 198.150.

**Authority to Participate** – Each application must include a Resolution passed by the applicant's local governing body (borough assembly, city council, or tribal council, as applicable) authorizing submission of the application and participation in the program. The applicant may use the **Attachment A – Authority to Participate**, attached to the Application Packet or a similar version.

## **II. The Application Process**

### **Submittal Information**

Applications must be filed with the Department using the Library Construction and Major Expansion Matching Grant Application form and received by **4:30 p.m., October 13, 2011** to receive consideration. Applications must be submitted to the following address:

State of Alaska  
Dept. of Commerce, Community and Economic Development  
Division of Community and Regional Affairs  
Attn: Darcy Mollett, Grants Administrator II  
550 W. 7<sup>th</sup> Avenue, Suite 1770  
Anchorage, Alaska 99501-3569

**NOTE: Facsimile (fax) copies will not be accepted** unless the applicant has received prior approval from Darcy Mollett. The only condition under which facsimile copies will be considered is poor weather conditions which prohibit transportation of mail from a community for at least several days prior to the submission deadline. The existence of poor weather must be confirmed by the postal service or the appropriate flight service and provided to DCCED for verification. Contact Darcy Mollett at 269-4252 if you have any questions regarding facsimile copies.

Applicants must submit **an original and four copies of the application**. Applications must be submitted on the Library Construction and Major

Expansion Matching Grant Application forms provided or an identical copy of these forms. Applications must be signed by the applicant's highest elected official or other authorized certifying officer of the applicant.

The Library Construction and Major Expansion Matching Grant Application consists of narrative responses to requests for information about the proposed project description and project budgets; and assurances regarding local match, and operations and maintenance agreements. Applicants are advised to use the Application Checklist to verify that all components of the application are complete and attached to the packet prior to submission to the Department.

### **STEP #1:**

#### **Determining Compliance of the Proposed Project with Minimum Space Requirements**

*Population Data must be the most current population estimate as reflected by the Department and located at:*

[http://commerce.alaska.gov/dca/commdb/CF\\_BLOCK.htm](http://commerce.alaska.gov/dca/commdb/CF_BLOCK.htm)

Each Library Construction and Major Expansion Matching Grant Project must be in compliance with minimum space requirements as follows:

- A. For a project serving a community with an estimated population of fewer than 400: at least 800 square feet;
- B. For a project serving a community with an estimated population of 400 – 1,000: at least 1,200 square feet;
- C. For a project serving a community with an estimated population of more than 1,000: 2,000 square feet or 0.7 square feet per capita, whichever is greater.
- D. For an expansion project, the square footage of the existing public library structure must be increased by not less than 30 percent, and also meet the minimum square footage requirements outlined above.

## **STEP #2:**

### **Project Description, Statement of Need and Cooperative Agreements**

The Project Description should include a narrative of the nature of the construction, major expansion and renovation project: Does your community currently have a library? Is this an expansion project to a current library? Provide a detailed study outlining how the library space needs of the community and library service area in which the project will be constructed will be met for at least the ten year period following the date of application.

Separately, each applicant must provide a detailed study with projections for use of the **facility** for a period of not less than 20 years or the life of the building, whichever is less.

If the project is for the construction, major expansion and associated renovations of a combined facility in which the public library is to be located as part of a municipal or other community facility, the applicant must submit a copy of a valid cooperative agreement naming all involved parties and their responsibilities. The agreement must clearly delineate the responsibilities of all entities, with provisions made in the agreement for:

- (1) Financial responsibility for the maintenance and care of the combined facility;
- (2) Financial responsibility for the library personnel;
- (3) Use of equipment (computers, copiers, etc.); and
- (4) Hours of service.

## **STEP #3:**

### **Project Impact**

The Project Impact should identify the benefits to the community which will result from the proposed project. How will the project contribute to new or improved services in your community? If the community does not have a public library, has a plan been developed for public library service? Submit a copy of the developed plan with your application. Will the proposed project meet the library needs of the community for at least ten years? Describe the effects of staffing, maintaining, and costs of operating the proposed facility.

## **STEP #4**

### **Project Budget**

#### **Project Cost, Matching Funds, Operation and Maintenance**

Each applicant for a Library Construction and Major Expansion Matching Grant will be required to provide a detailed budget outlining all associated construction costs, including materials and supplies, furnishings, freight, equipment rental, labor and fringe benefits, insurance, etc.

Additionally, each applicant will be required to provide, as a local match, the portion of the total proposed grant project costs not met by the grant, per AS 14.56.355.

The local match may be in the form of

- (1) Money; (if the applicant is a local government entity an amount not less than 20 percent of the total proposed grant project costs must be a cash match.)
- (2) Land; or
- (3) Services.

Describe how the multiple funding sources will support construction of the project and associated allowable costs.

Applicants must clearly identify and submit their proposed budget according to the following budget components: Grant Request, Cash Match, In-Kind Contributions, and Total Cost.

Applicants must include an Operation and Maintenance budget for the constructed library project which identifies funding sources that will support the operation and maintenance of the facility after construction.

Applicants are advised that these grant funds are released on a cost-reimbursable basis, concurrent with the expenditure of matching funds. Successful applicants will be required to provide financial documentation for all project costs. The grantee shall file a final project report with the Department when a project has been completed.

## **STEP #5:**

### **Grant Administration and Project Management Capabilities**

Each applicant for a Library Construction and Major Expansion Matching Grant will be required to provide documentation of their ability to manage grant funds and comply with all grant administration, project management, and reporting requirements. Applicants should identify an experienced individual who will be responsible for these duties.

Applicants must also demonstrate they have the expertise and ability to operate and maintain the proposed public library.

Applicants are required to include a copy of the entity's most recent audit or certified financial statement with the original application and each of the four copies of the application.

Applicants must submit, with the application, a resolution, motion, or similar action authorizing submission of the application and participation in the program. **Attachment A – Authority to Participate is provided in the application packet.**

## **III. Grant Selection and Award**

### **Grant Selection**

The application selection process consists of two stages: preliminary proposal review and project rating and selection. The Department will conduct a preliminary review of an application to ensure it meets the requirements of 3 AAC 198.060. Staff screens all applications for eligibility without awarding points. At any time during the preliminary proposal review, the Department may request additional information if it considers the information necessary to complete the review of the application.

The project rating and selection process, stage two, will be conducted by a review team, the Application Selection Committee (ASC), using criteria described below. Applications will be evaluated and assigned points by the ASC based on the following criteria:

#### **1. PROJECT DESCRIPTION/NEED**

**25 Points**

- a. Has the applicant adequately illustrated the need for the library project within the community? Does the community currently have a public library? Has the community created a plan for public library service? If so, is the plan included with the application? Minimum components of the public library service plan should include the following:

- (A) Financial responsibility for the operation, maintenance, and care of the proposed facility, including all associated equipment;
  - (B) Financial responsibility for the library personnel;
  - (C) Hours of service.
- b. Has the applicant provided an adequate description of the project, in compliance with minimum space requirements as follows:
    - (A) For a project serving a community with an estimated population of fewer than 400: at least 800 square feet;
    - (B) For a project serving a community with an estimated population of 400 – 1,000: at least 1,200 square feet;
    - (C) For a project serving a community with an estimated population of more than 1,000: 2,000 square feet or 0.7 square feet per capita, whichever is great;
  - c. If the project is for expansion of an existing public library, does the application reflect an increase to the square footage of the structure by not less than 30% and also meet the minimum square footage requirements outlined above?
  - d. Is the proposed project in compliance with applicable municipal, state, and federal law, including 42 U.S.C. 12101 - 12213 (Americans with Disabilities Act).
  - e. Does the proposed project reflect the needs of the community and the anticipated users of the library?
  - f. Is the application for a project in which the public library is to be located as part of a municipal or other community facility? Has the applicant submitted a copy of a valid cooperative agreement naming all parties and outlining their responsibilities?

## **2. PROJECT IMPACT**

**25 Points**

- a. Does the application identify how the proposed project will provide an impact on the provision of library services to the public?
- b. Does the application illustrate sustainability of the proposed project in meeting the library needs of the community for at least 10 years?
- c. Does the application identify the effects of staffing, maintaining, and operating the proposed library facility?

## **3. PROJECT BUDGET**

**25 Points**

- a. Has the applicant identified all direct project costs? Examples include, but are not limited to, materials and supplies needed for facility modifications; freight; equipment rental and/or purchases; land; contractual or professional services; labor expenses; and similar costs.
- b. Has the applicant clearly identified and submitted their proposed budget according to the budget components (Grant Request, Cash Match, In-Kind Contributions, and Total Cost)?



- c. Are the matching funds not less than 50% of the total project costs? If the applicant is a local government entity, is the cash match amount not less than 20% of the total proposed grant project costs; Are matching funds documented and available?
- d. Has the applicant identified the funding sources that will support operation and maintenance of the library after construction?
- e. Is the overall Project Budget reasonable?

**4. GRANT ADMINISTRATION AND PROJECT MANAGEMENT  
CAPABILITIES**

**25 Points**

- a. Does the Application Packet and information provided therein support that the applicant has the administrative capability to properly manage Public Library Construction and Matching Grant funds and comply with all Federal and State requirements?
- b. Has the applicant submitted all required Certifications and Resolutions?
- c. Has the applicant identified who will have the day-to-day management responsibility and oversight for this project?
- d. Does the applicant have the cash resources to administer a cost reimbursable grant or have they identified an alternative course of action which will allow this project to proceed?
- e. Has the applicant successfully administered other Federal or State grants which have had similar requirements? Have they documented that they were successful with those grants?
- f. Has the applicant submitted a copy of the most recent audit or certified financial statement?

## PROJECT RATING SUMMARY:

	Possible Points
Project Description/Need:	25
Project Impact:	25
Project Budget:	25
Grant Administration/Project Management Capabilities:	25
TOTAL:	100

### Grant Ranking

Once all projects have been scored, they shall be ranked using highest to lowest in score, and then the priority requirement of AS 14.56.356(a) (2) shall be applied. The ranked list shall be forwarded to the Commissioner for approval.

### Reconsideration

Within 10 days after receipt of the Department's written results of the application review process and funding recommendations, the applicant may make a written request for reconsideration of all or part of the decision to the commissioner. The request must be in writing and must identify each part of the decision to which the applicant objects and clearly state each objection to the Department's decision. Within 15 days after receiving a request for reconsideration, the commissioner will review the request, the application, and any relevant supplemental material and may issue a written decision. If a written decision is not issued during the 15 days after a request for reconsideration is received, the request is automatically denied. The commissioner's decision on a request for reconsideration is final. If the applicant fails to request reconsideration within 10 days after receipt of the Department's written notification the Department's decision is final.

### Recommendations

Once the reconsideration period has ended, the final ranked list of projects shall be forwarded to the Governor and the legislature for consideration of funding.

## FY2013 CBS LEGISLATIVE CAPITAL PROJECT REQUEST

Project Title: KETTLESON MEMORIAL LIBRARY EXPANSIONUPDATED

Total Project Cost:	<del>\$12,000,000</del> (100%)	<u>\$10.3 MILL</u>
Funding Already Secured From Private Sector:	\$ 80,000 (.7%)	
FY 2013 State Matching Grant Funding Request:	<del>\$6,000,000</del> (50%)	<u>\$5.7 MILL</u>
Additional Funding Required (Municipal/Private):	<del>\$5,920,000</del> (49%)	<u>\$4.6 MILL</u>
City and Borough of Sitka Federal Tax ID Number:	92-0041163	

City and Borough of Sitka requests \$6,000,000 through the State's Library Construction and Major Expansion Grant Program to assist CBS in the expansion of Kettleison Memorial Library.

Kettleison is participating in the Foraker Predevelopment Program. As part of this process, a space evaluation has been conducted; the need for this project has been documented, a feasibility committee has been formed; the appropriate size of the facility has been determined; the site ownership by CBS is in place; a cost estimate for the project has been completed; and architectural drawings are in process. If approved, the State Grant will fund 50 percent of the cost. A combination of private funding and direct and/or bond municipal funding will be required to provide the 50 percent match.

Kettleison Memorial Library was constructed in 1967 with 3,000 square feet. An addition of 4,500 square feet was added in 1983 to provide for 20 years of growth. Between 1983 and 2009, the collection tripled. The daily average visitor count surged from 190 visits per day to an average 467 visits per day. The number of items circulated has more than doubled, from 69,735 items to the current 137,390 checkouts. In 2003, 20 years after the most recent expansion, a needs assessment was completed which concluded the space needed by Kettleison to operate was more than double the current 7,300 square feet. Foraker's needs analysis has found building code, air quality, and physical facility and safety issues in addition to inadequate space, which will require a major upgrade to adequately address.

Though Sitka's population has remained relatively stable since 1980, Kettleison Library's patron use has dramatically increased due in part to heavy use by visitors, crew members from the cruise ship industry, seasonal workers, and students from Mt. Edgecumbe High Boarding School which make the library a destination on weekends. With the downturn of the economy, patrons are increasingly using the library to hunt for work, conduct small business efforts, and use free access to information, education, and entertainment. The mixture of toddlers with teenagers and other incompatible uses has become problematic. Due to high demand for computer access, the library jerry-rigged a network in the middle of the library, but it is disruptive; use is open to public scrutiny; and instruction is not available. Video-conferencing equipment awarded to the library will create further space and privacy challenges. Space is inadequate for the library's many events, and the C.L. Andrews collection of 1,000 rare and first edition books and other invaluable references must remain in storage and unavailable.

Sitka residents and visitors rely very heavily on Kettleison Memorial Library year round. The planned expansion is many years overdue. Kettleison serves substantial State interests through its services to University of Alaska, Mt. Edgecumbe High School, State agencies, and other libraries statewide.

**CITY AND BOROUGH OF SITKA**

**RESOLUTION 2011-22**

**A RESOLUTION BY THE CITY AND BOROUGH OF SITKA (CBS)  
SUBMITTING CBS 2013 STATE LEGISLATIVE PRIORITIES  
TO STATE OF ALASKA AND 2012 LEGISLATURE**

**WHEREAS**, the City and Borough of Sitka advocates cooperating and sharing resources with the State of Alaska to maximize public infrastructure and services for the citizens of Alaska in the most efficient, cost effective manner; and

**WHEREAS**, the State of Alaska has inadequately maintained State owned facilities and passed unfunded mandates on to municipalities; and

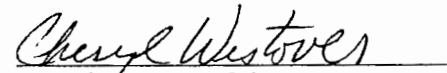
**WHEREAS**, municipalities have suffered major budget impacts from State management of the PERS/TRS system, State harbors, State roads and utilities, and other State responsibilities which should be compensated.

**NOW, THEREFORE, BE IT RESOLVED** that the Assembly of the City and Borough of Sitka, Alaska, adopts the following FY2013 State Legislative Priorities and urges the Alaska State Legislature to support them to the maximum extent possible:


- **State Revenue Sharing/Local Tax Relief** – The City and Borough of Sitka supports the State Revenue Sharing on a sustainable basis to equitably compensate Alaska communities for providing local services.
- **Education** – State funding should be increased to cover escalating transportation expenses, the rising costs of fuel and energy, and reasonable new costs to improve the quality of education.
- **Local Control and Maximum Local Self-Government Guaranteed by the Alaska Constitution** – The Legislature should defeat any legislation that creates new unfunded mandates or takes away existing powers of local governments. The State should fund existing unfunded State mandates.
- **Deferred Maintenance of Harbors** – The State should fully fund the deferred maintenance of State harbors transferred to local governments. In addition, the State should fully fund the 50 percent matching grants legislated by SB 291, the Municipal Harbor Facility Grant Fund, to assist with future harbor upgrades.

**NOW FURTHER BE IT RESOLVED** that the Assembly submits the enclosed FY2013 City and Borough of Sitka Legislative Priorities, CBS Legislative Capital Project Requests and CBS Requests for State Funding for State Facilities in priority order to the 2012 Session of the Alaska State Legislature and State of Alaska.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska, on this 27<sup>th</sup> day of September, 2011.

  
Cheryl Westover, Mayor

ATTEST:

  
Colleen Ingman, MMC  
Municipal Clerk