



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Assistant City Manager

DATE: April 27, 2022

RE: **Request To Close Downtown Streets For The Blueberry Arts Festival – Ketchikan Area Arts & Humanities Council**

At the May 20, 2021 meeting, the City Council authorized the closing of designated downtown City streets for pedestrian and artist booth use during the 2021 annual Blueberry Arts Festival. This effort was coordinated with the City Manager's Office, Emergency Operations Center, Public Works Department, Port & Harbors Department, Police Department and Fire Department. The new location for the 2021 event was extremely well received by festival goers and booth holders alike and provided enhanced space and access for all festival aspects. In response, attached for City Council consideration is a request from Kathleen Light, Executive Director of the Ketchikan Area Arts & Humanities Council, regarding City of Ketchikan approval of the closure and use of several downtown City streets for the 2022 festival and future Blueberry Arts Festival events.

This year's artist booth festival will take place on Saturday, August 6 from 10:00 a.m. to 5:00 p.m. with set-up and City support needed in advance and following the event for road closure coordination as outlined in Ms. Light's request letter. The attached map establishes the festival use area, which is largely in-line with the area approved in 2021. The festival will encompass the area approximately from upper Main and Grant Streets down to Mill Street and from Front Street east to Bawden Street. As noted on the map, several streets have been reserved for emergency access and prohibits booths or other festival installations to allow access for emergency response vehicles and personnel as necessary.

City staff has met with the Arts Council to coordinate event support and also express any concerns and adjustments needed to the proposed plan. Unlike 2021, two cruise vessels are scheduled to call at the Port of Ketchikan on the festival's day. The Arts Council will again organize a public engagement plan to notify businesses in the area of the street closures and to minimize impacts to these businesses as well as notify tour and coach companies of the street closures and need to use alternate routes.

City staff is supportive of the Arts Council's proposed festival plan and associated street closures and will assist as indicated or as otherwise determined by the City Council for the 2022 event and in future events.

The Public Works Director, Port & Harbors Director, Police Chief, Fire Chief, and Ms. Light will attend the City Council meeting of May 5, 2022, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

RECOMMENDATION

It is recommended the City Council adopt the motion approving the closure of downtown City streets to accommodate the Blueberry Arts Festival on August 6, 2022 and future festivals as requested by the Ketchikan Area Arts and Humanities Council.

Recommended Motion: I move the City Council approve the closure of downtown City streets to accommodate the Blueberry Arts Festival on August 6, 2022 and future festivals as requested by the Ketchikan Area Arts and Humanities Council.



Ketchikan Area Arts & Humanities Council

Creating and Promoting Opportunities to Experience the Arts and Explore the Humanities

April 26, 2022

Lacey Simpson, Acting City Manager
334 Front Street
Ketchikan, AK 99901

Dear Ms. Simpson,

It is Blueberry Arts Festival Planning Time!!! The Ketchikan Area Arts and Humanities Council's 47th Annual Blueberry Arts Festival is Friday August 5th – Sunday August 7th and we are so excited to begin planning for the Blueberry Arts Festival again!

I would like to thank the City of Ketchikan for working so diligently with KAAHC to bring the Blueberry Arts Festival's Saturday events from the State Building, and United Methodist parking lots, down to Main Street, Mission Street, and Dock Street in 2021. The new location allowed for the improved accessibility of the Festival for our mobility challenged patrons, and enabled us to spread out our booths and reduce bottle necks. We learned a few things last year about how to be more efficient in the new location, and how to use the space to better advantage both the booth holders and the downtown businesses.

During and after the 2021 Blueberry Arts Festival KAAHC received overwhelmingly positive feedback about the new location on Mission, Dock and Main Streets. Booth holders felt they were more accessible, and attendees felt they could get to all the booths more easily. We were excited to be able to partner with the Salmon Market to hold the Mainstage in the courtyard, and we hope to use this same location in 2022 for the slug weigh in and races, and pie eating contests, as well as live music all day long.

Because of the success and overwhelmingly positive feedback for the new location, the Ketchikan Area Arts and Humanities Council would like to request that going forward, the City of Ketchikan allow the Ketchikan Area Arts and Humanities Council's Annual Blueberry Arts Festival to be located downtown on Main Street from Pioneer Alley to Mill Street, Mission Street from Front Street to Bawden Street, and Dock Street from Front Street to Bawden Street in the future.

In addition, to ensure the safety of everyone involved, we respectfully request the following:

- Right-of-way and police escort for the Pet and Doll Parade on Friday, August 5th beginning at 2 pm. The parade begins on Main Street across from the Police Station, turns left on Mill Street, and ends at the Fire Station.
- Right-of-way from 6:00 am to 6:00 pm on Saturday, August 6th of Main Street from Pioneer Alley to Mill Street.





Ketchikan Area Arts & Humanities Council

Creating and Promoting Opportunities to Experience the Arts and Explore the Humanities

- Right-of-way from 6:00 am to 6:00 pm on Saturday, August 6th of Mission Street from Front Street to Bawden Street.
- Right-of-way from 6:00 am to 6:00 pm on Saturday, August 6th of Dock Street from Front Street to Bawden Street.
- Use of the Whale Park parking lot and the two spaces closest to Whale Park on Mission Street to provide accessibility for handicapped patrons from 6:00 am to 6:00 pm on Saturday, August 6th. We will have a wheelchair loaner station located at the Episcopal Church parking lot for attendees that may need them.
- On Friday, August 5th we would like to block off two parking spots on or very near 312 Dock Street and 127 Main Street by noon to allow for placement of dumpsters and porta-potties (please see enclosed map with areas highlighted).
- Police to control traffic after the Festival (5:00 – 6:00 pm) as up to 150 vendors exit through hundreds of pedestrians.
- Lastly KAAHC requests that we may place Blueberry Arts Festival banners on the light poles within the Festival area.

All parked cars must be off of Main, Dock, and Mission Streets by 6:00 am and streets will be closed to vehicular traffic from 8:00 am to 5:00 pm on Blueberry Saturday, August 6th, to allow for the Blueberry Arts Festival pedestrian zone. In this zone we will feature traditional Blueberry Arts Festival activities including 150 arts, crafts, delicious food, and community information and nonprofit booths, a community art project, the Ketchikan Running Club's Blueberry Fun Runs, the Ketchikan Youth Court's Blueberry Ball Roll fundraiser, and the Blueberry Mainstage, as well as fun new events! We appreciate the support of the City of Ketchikan in making the 47th Annual Blueberry Arts Festival a success for the entire community and are honored to continuing this wonderful summer Ketchikan tradition.

We would like to assure you there is a high standard set for our vendors, and a strict clean-up policy. As always, we will hire a "clean-up crew" (Kayhi athletic teams participate as team fundraisers) who will clean the street and return it to the condition found prior to the Festival.

If you have any questions or concerns, please do not hesitate to call me at 907-225-2211. Thank you for considering our request.

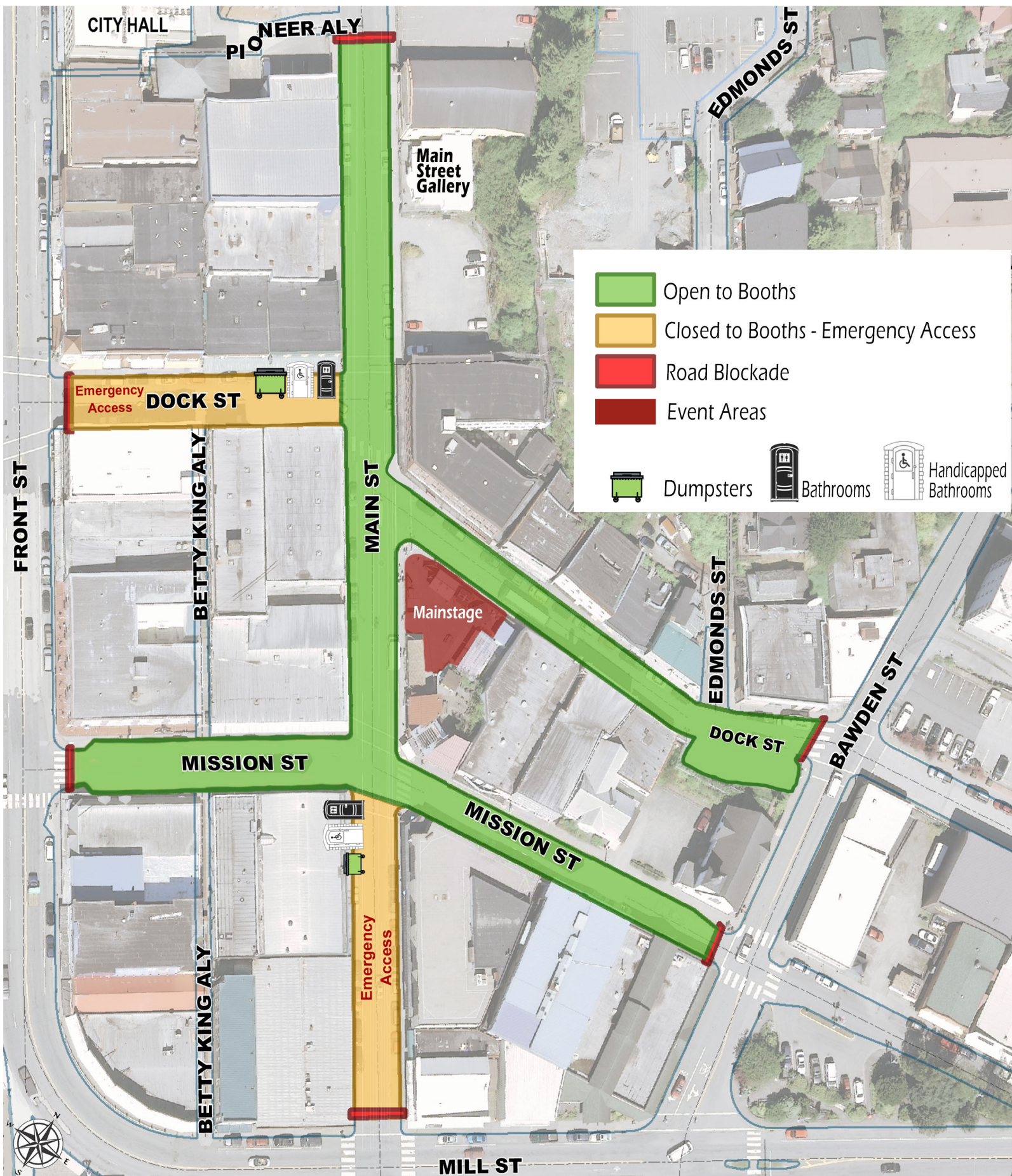
Sincerely,

Kathleen Light
Executive Director

Enclosed please find a map of the proposed locations.



The 47th Annual Blueberry Arts Festival Booth Map



Request to Close Downtown Streets for the 2021 Blueberry Arts Festival – Ketchikan Area Arts & Humanities Council

Moved by Bradberry, seconded by Zenge the City Council take such action as determined appropriate regarding the closure of downtown City streets to accommodate the 2021 Blueberry Arts Festival on August 7, 2021 as requested by the Ketchikan Area Arts and Humanities Council.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

Ordinance No. 21-1932 – Adding a New Section 3.12.090 to the Ketchikan Municipal Code Entitled, “Sale of Subsea Cable Services and Purchase of Transport Capacity” – Second Reading

Ordinance No. 21-1932 was available upon request.

Moved by Bradberry, seconded by Zenge the City Council approve in second reading Ordinance No. 21-1932 adding a new Section 3.12.090 to the Ketchikan Municipal Code entitled, “Sale of Subsea Cable Services and Purchase of Transport Capacity”; and establishing an effective date.

Motion passed with Bergeron, Flora, Gass, Kiffer, Gage, Zenge and Bradberry voting yea.

Contract No. 21-04 – Utility Tree Pruning - Three Dog Construction, Inc.

Moved by Bradberry, seconded by Zenge the City Council award Contract No. 21-04, Utility Tree Pruning, to Three Dog Construction, Inc. in an amount not to exceed \$375,000; authorize funding from the Electric Division’s 2021 Technical Services Account No. 635.12; and direct the General Manager to execute the contract documents on behalf of the City Council.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.

Exempting the Procurement of Software and Licenses for the Telecommunications Division’s 4G/LTE Network from the Competitive Bidding/Written Quotation Requirements of Ketchikan Municipal Code – Ericsson Inc.

Moved by Bradberry, seconded by Zenge pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, the City Council exempt the procurement of software and licenses for the Telecommunications Division’s 4G/LTE network from the competitive/bidding quotation requirements of the Ketchikan Municipal Code; authorize the General Manager to enter into an agreement for such services with Ericsson Inc. at a cost not to exceed \$11,152; and approve funding from the Telecommunications Division’s 2021 Software & Equipment Maintenance Services Account No. 635.04.

Motion passed with Gass, Kiffer, Gage, Zenge, Bradberry, Flora and Bergeron voting yea.