



MAY 2023

FARGO PUBLIC LIBRARY FACILITIES MASTER PLAN

FIG. 01: CARLSON BRANCH, EXT. FULL

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FARGO PUBLIC LIBRARY'S STRATEGIC PLAN

Everything you'll find in this book, and the process through which we came to create this document, was framed in the context of Fargo Public Library's mission, vision, values, and goals, expressed in their Strategic Plan 2018-2020. Here is that context:

VISION

The Fargo Public Library will be a model of excellence in library services and the primary place in the community for people of all ages to fulfill their informational, recreational and lifelong learning needs.

MISSION

The Fargo Public Library provides effective and efficient library services to meet our Community's personal, professional, and lifelong learning needs.

VALUES

We offer free, open and equitable access to information, technology, and community resources.

We are culturally aware and engaged with our community.

We strengthen our community by valuing and respecting differences to promote inclusiveness.

We welcome and serve everyone.

GOALS

PROFESSIONAL & ORGANIZATIONAL | The Fargo Public Library will increase staff capacity by providing training, increasing effective communication, and reviewing and evaluating policies and procedures.

PROGRAMMING | The Fargo Public Library will improve patron satisfaction by refining program planning, staffing and internal processes.

COLLECTIONS & SERVICES | The Fargo Public Library will develop collections and services by evaluating relevancy, identifying potential gaps, and exploring innovative opportunities.

PARTNERING | The Fargo Public Library will develop community partnerships that will increase visibility, maximize resources, and strengthen community collaboration.

TECHNOLOGY & INFRASTRUCTURE | The Fargo Public Library will optimize infrastructure by providing safe and accessible spaces, identifying user-friendly technology, and utilizing and strengthening financial resources.

MARKETING | The Fargo Public Library will increase community awareness and support of collections and services by utilizing creative messaging, engaging community outreach, and enhancing our voice via partnerships.

1.0 EXECUTIVE SUMMARY & RECOMMENDATIONS



FIG. 02: CARLSON BRANCH, EXT.



FIG. 03: MAIN BRANCH, EXT. BOARDWALK



FIG. 04: NORTHPORT BRANCH, EXT. ENTRY

EXECUTIVE SUMMARY

Libraries are an important part of any community. It's a phrase you hear a lot, as, rightfully so, it's been ingrained in our civic rhetoric. In Fargo, we found that statement to be true, with our every experience working with the Fargo Public Library staff during the last six months. The library is a place where every person in the community is welcome, and where all people can find something of value. From a place to rest to a place to play; from a place to learn or to find a job, the library offers programs and books, computers and puzzles, or even simply the ability to be around others in a peaceful setting. In our experience, these libraries in Fargo, North Dakota are kept running by an impressive group of dedicated people, all of whom are civic-minded, caring, and thoughtful, while simultaneously being driven and focused on making sure the library remains a respectable place which responds honestly to the needs and wishes of all who walk through its doors.

In a growing community like Fargo, as well as the surrounding region, the mission of the library has never changed in its essence of how it tries to best serve the people, but libraries across the country and the world continuously need to find ways to serve the specific needs and desires of the people who make up their community. Change being the only constant in the world, we talked with the Fargo Public Library staff about what it meant to evolve this organization and its facilities alongside the evolving needs of community members like you and I. As designers and people who also call this community home, we were so excited to be invited in to help the Fargo Public Library staff work to understand how that evolution could and should look given our current era.

We started by touring the facilities to hear directly from staff how these buildings serve people and work for staff - effectively and efficiently or not. We toured on normal days when they were open to the public, thus we were able to see through a more focused lens how staff worked for and interacted with the patrons of the library. We met with partners in the community, like the Senior Center and the Fargo Police Department, both of which helped us understand just how important partnerships are for the library's success, but also how all of these offerings contribute to creating a safe and thriving community. We then held a community meeting, offering the public a space to talk about what the library means to them, and also to help dream up what a library could be in the future. We went back and studied documents provided by Fargo Public Libraries, the City of Fargo, Fargo Public Schools, and the Fargo Moorhead Metro Council, describing current and previous Fargo demographics, as well as future projections for the region. Finally, LibraryIQ conducted a thorough analysis of FPL collections, including circulation by collection code and branch, using the LibraryIQ Analytics Platform. This analysis revealed that while 18 collection codes generate 90% of circulation at all locations, the collection is recent and all items circulate regularly. A shelf space analysis studied linear feet of shelving by collection code at all locations and concluded there is little opportunity to create more space in library buildings by reducing the physical books and shelves.

LibraryIQ Analytics also grouped FPL patrons by consumer segment, revealing lifestyle factors that can be used to design library services and marketing.

After gathering all of that information, we began talking through possible ideas with the Fargo Public Library staff. We started reflecting back to staff what things they could do to their existing buildings which might address some of their challenges - building off of any momentum they have with current programs, initiatives, or existing relationships, and what might the future look like for the library in a near and farther in the future version of our community. After a handful of meetings, the Fargo Public Library came back to us with a plan they wanted to pursue and put on paper - that's the plan you see in this book and in the recommendations immediately following this text. As designers who spend time thinking about space and it's ability to impact a person and a community, and as people who spend a lot of time thinking specifically about, and visiting many libraries across the region and country, the plan the library brought back to us felt like it was in alignment with what we would have recommended.

We also incorporated the finding of the library's staffing analysis that was completed by City of Fargo Human Resources in November of 2021. The analysis identified a minimum of four FTEs needed to meet the basic needs for current service hours. The analysis also identified an additional eleven FTE that would ensure that library services keep pace with the growth of the community and the demands for additional programs and services.

It's been a pleasure working with the staff of the Fargo Public Library system, led by Tim, Beth, Lori, Amber, Ben, Brianna, Cheryl, Cindy, Jenilee, Cindy, Melisa, and Pamela. We hope you find the contents in the following pages helpful in painting a picture of what we experienced at these facilities, and also reflects the wonderful ideas and hard work of our collective team, collaborating to envision a bright future for the people of Fargo, through the libraries they choose to engage with.

Sincerely,
JLG Architects and LibraryIQ

A NOTE ON THE FOLLOWING PAGES:

The following page spread shows a suggested timeline for the recommendations made in this book. Each bullet on the timeline is represented in subsequent pages in this section - detailing more specifically the reasoning behind each recommendation and reiterating when each task is recommended to occur.

RECOMMENDATIONS SUMMARY TIMELINE

PHASE 1 2024-2026 (1-3 YEARS)

CARLSON BRANCH

- Increase the number of study rooms from the current square footage of study rooms
- Research the feasibility of a centrally-located, combined service/circulation desk
- Repurpose current circulation desk area for holds pickup
- Replace self-checkout counter with multiple smaller stations
- Rework the Friends book sale and puzzles area
- Improve climate control in current Teen Room

MAIN BRANCH

- In the Lobby - move the secure entrance, expand Holds, and repurpose the vacant coffee shop:
 - to a gender neutral restroom
 - a nursing space
 - and a laundry unit
- Replace current Children's desk with flexible solution
- Employ display options in current Children's desk location
- Solve noise issue between second floor study rooms and staff office

NORTHPORT BRANCH

- Widen entrance
- Reduce the size of the meeting room / relocate storage / increase staff area
- Install a double door for the meeting room
- Reconfigure restrooms/staff office to provide for a staff only restroom

NEW LOCATION

- Initiate conversation with Park District per potential location etc.
- Identify Additional Potential Partner Organizations

STAFFING

- Additional staffing of six (6) FTE to meet expanded scope

PHASE 2 2026-2029 (3-6 YEARS)

CARLSON BRANCH

- Repurpose current teen space for seating and AV display
- Expansion
 - Program in reworked and increased number of Staff workspaces
 - Program in reworked workflow
 - Program in staff meeting room
 - Program in separate staff break room
 - Program in work stations for Children's Staff
 - Program in enhanced teen space
 - Program in Wiggle Room
 - Program in a dedicated room for library programming
 - Program in washer/dryer and dishwasher

MAIN BRANCH

- Rearrange second floor
 - Expand Teen area into the periodicals Area
 - Move periodicals to current outer computer / reference area
 - Rearrange computers to round tables with four computers per table within computer lab
 - Incorporate new technologies in computer lab area
 - Increase the number of tables with power in the quiet study room
 - Identify potential noise mitigation strategies for Breezeway and main stairs

NORTHPORT BRANCH

- Investigate the potential incorporation of additional space if available

CAPITAL BUDGET PRIORITY

- Materials Shuttle/Programming Vehicle

PHASE 3 2029-2033, AND BEYOND (6-10+ YEARS)

MAIN BRANCH

- Moving Tech Services offsite
 - Improved receiving and shuttling
 - Room for Tech Services staff growth
 - Provides opportunity to rearrange Depts. At Main
 - Offsite location could also provide book return/book vending opportunities
 - 1800 to 2000 square feet need at offsite location
- Moving Children's Services to Carlson
 - Employ display options in current Children's desk location
- Move internal book drop to the current reception area/glass office
- Repurpose reception area and extra Children's Offices for Main Circulation staff
- Repurpose current book drop space for Friends Bookstore space
- Research the feasibility of limited AMH per circulation workflow
- Reconfigure second floor staff work space to provide a staff restroom

NEW LOCATION

- Identify funding
- Work with City to get approval of the project
- Develop RFP for architectural services

STAFFING

- Additional staffing per the identified scope of the new location and existing needs

NEW LOCATION

- Preferred location option is 64th Ave South and 45th St. South
- Program scope to reflect projected growth in service population
- Identify staffing based on the posited program scope of the new location
- Continue to identify and develop partners
- Work with the City to identify potential funding solutions

STAFFING

- Additional staffing of five (5) FTE to meet the expanded scope

1.0
EXECUTIVE
SUMMARY &
RECOMMENDATIONS
CARLSON BRANCH



FIG. 02: CARLSON BRANCH, EXT.

INCREASE THE NUMBER OF STUDY ROOMS WHILE MAINTAINING THE SAME OVERALL SQUARE FOOTAGE

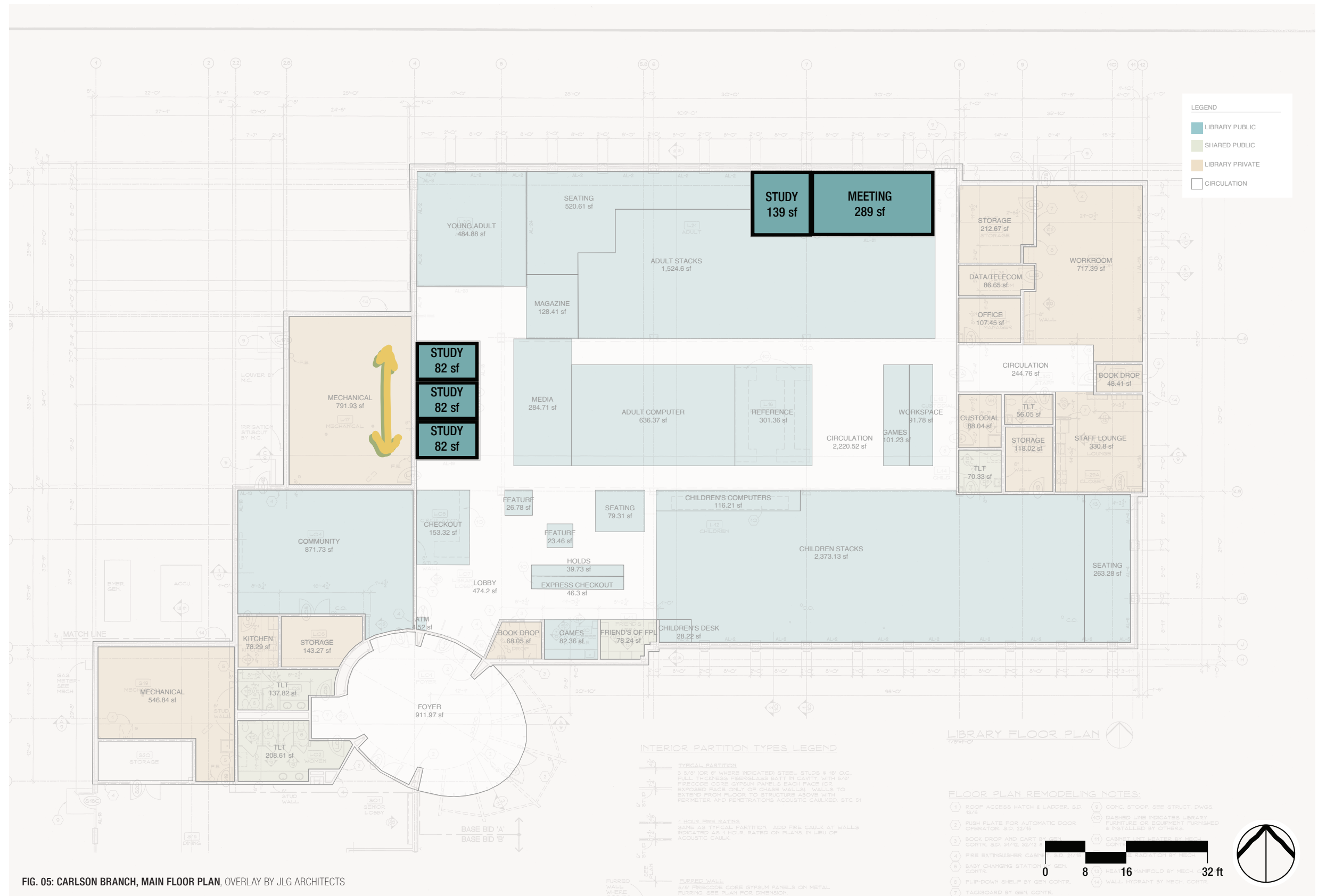


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY Optimizes the square footage deciated to study rooms - the existing two rooms are larger than necessary • All three rooms could be upgraded to include video conferencing capabilities for patrons' use.

WHEN Phase 1 (2024-2026)

RESEARCH THE FEASIBILITY TO A CENTRALLY LOCATED, COMBINED SERVICES / CIRCULATION DESK

WHY Current circulation desk is oversized and could be organized more efficiently • The centrally-located reference desk is also too large for its purpose • It is thought that combining these two functions and co-locating them in the center of the library could help with potential staffing issues, maintain these functions as easily accessible to patrons, and well-position this desk to be able to serve the rest of the library if an addition was to be constructed to the east.

WHEN Phase 1 (2024-2026)

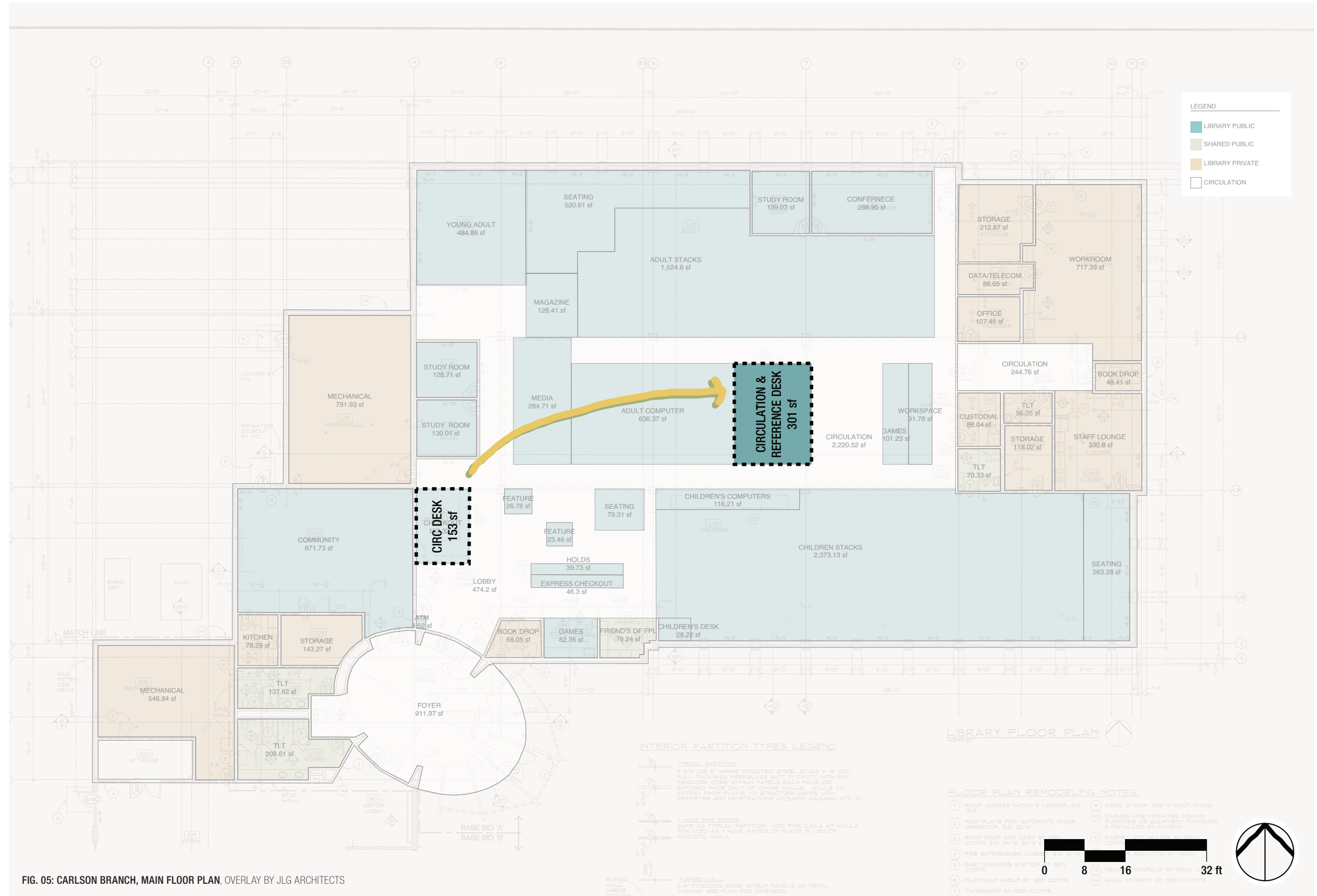


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

REPURPOSE THE CURRENT CIRCULATION DESK AREA FOR HOLDS PICKUP

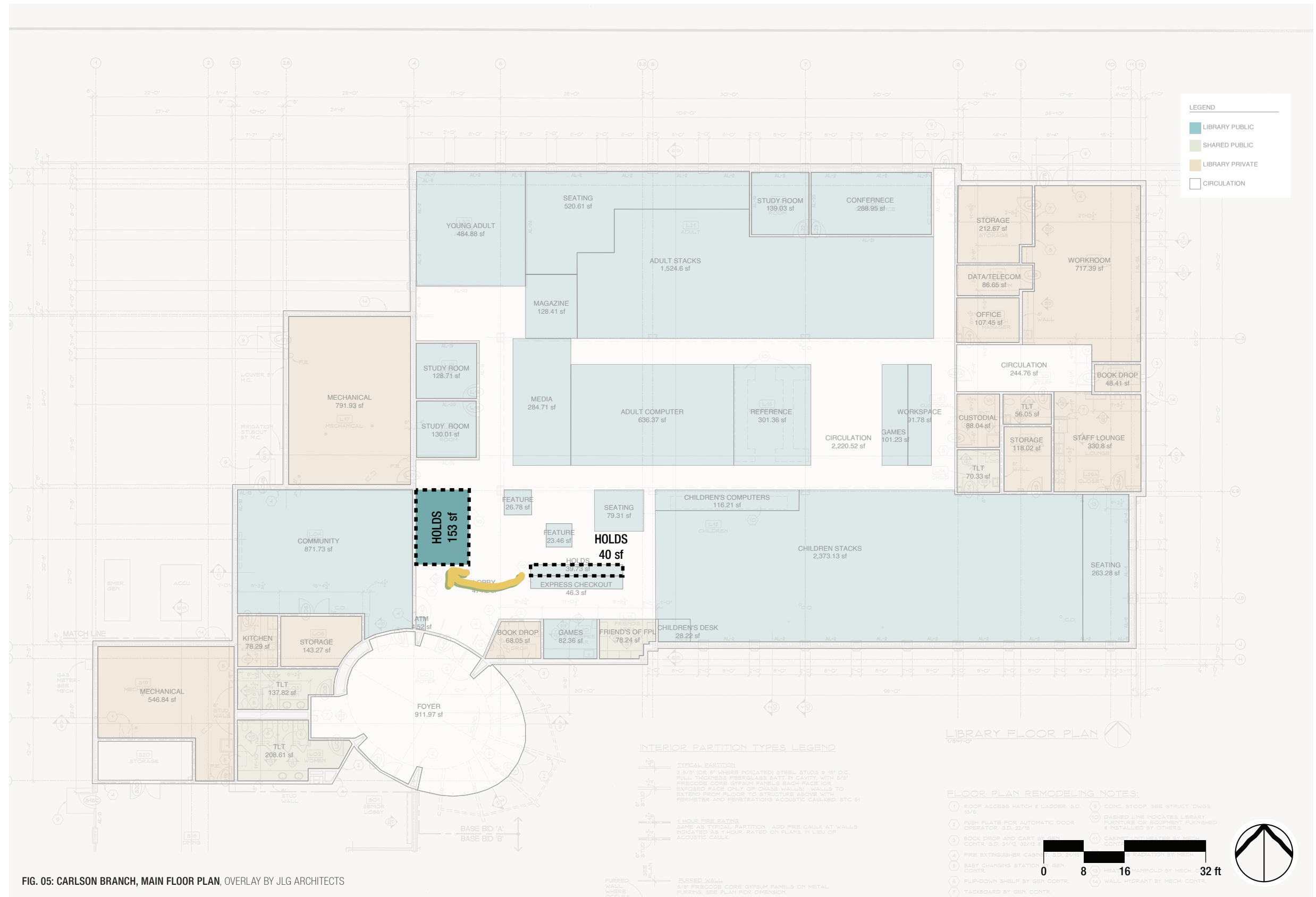


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY Moving Holds pick-up to the vacated Circulation desk would allow for a needed expansion of Holds, while keeping it easily accessible and near the front door • This move provides the ability to free up the entire counter to be re-imagined for a better self checkout experience.

WHEN Phase 1 (2024-2026)

REPLACE SELF CHECKOUT COUNTER WITH MULTIPLE SMALLER STATIONS

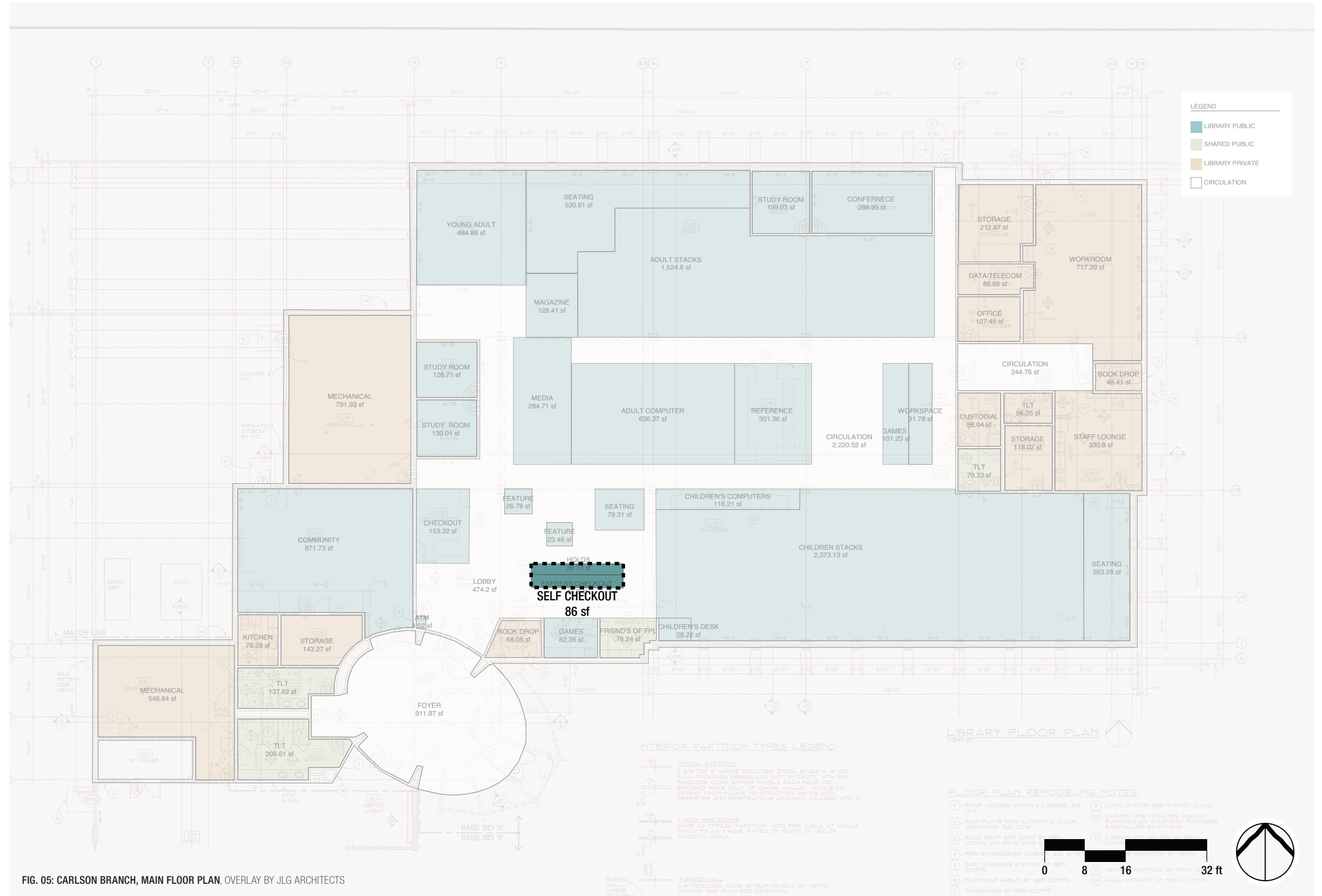


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY Creates additional locations for self checkout • Alleviates possible staffing issues while also offering more options and flexibility to patrons in how they want to check out their materials.

WHEN Phase 1 (2024-2026)

REWORK THE 'FRIENDS OF THE LIBRARY' BOOK SALE AND PUZZLE AREAS

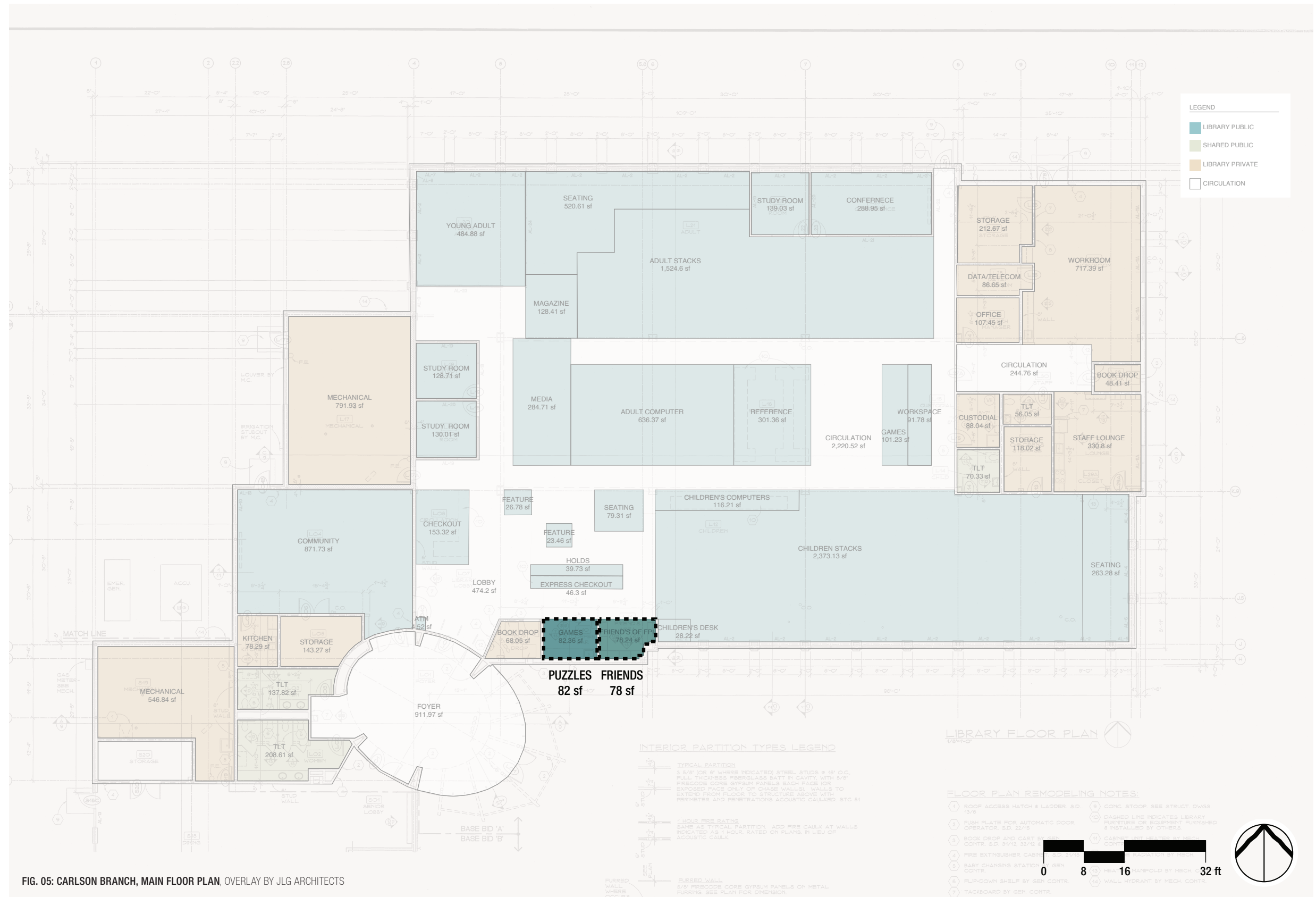


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY These spaces are not being used for what they were designed to be • Updating these areas to align more with how they're used now would provide a better way to display materials and possibly expand the collections currently displayed in these areas.

WHEN Phase 1 (2024-2026)

IMPROVE CLIMATE CONTROL IN THE CURRENT TEEN AREA

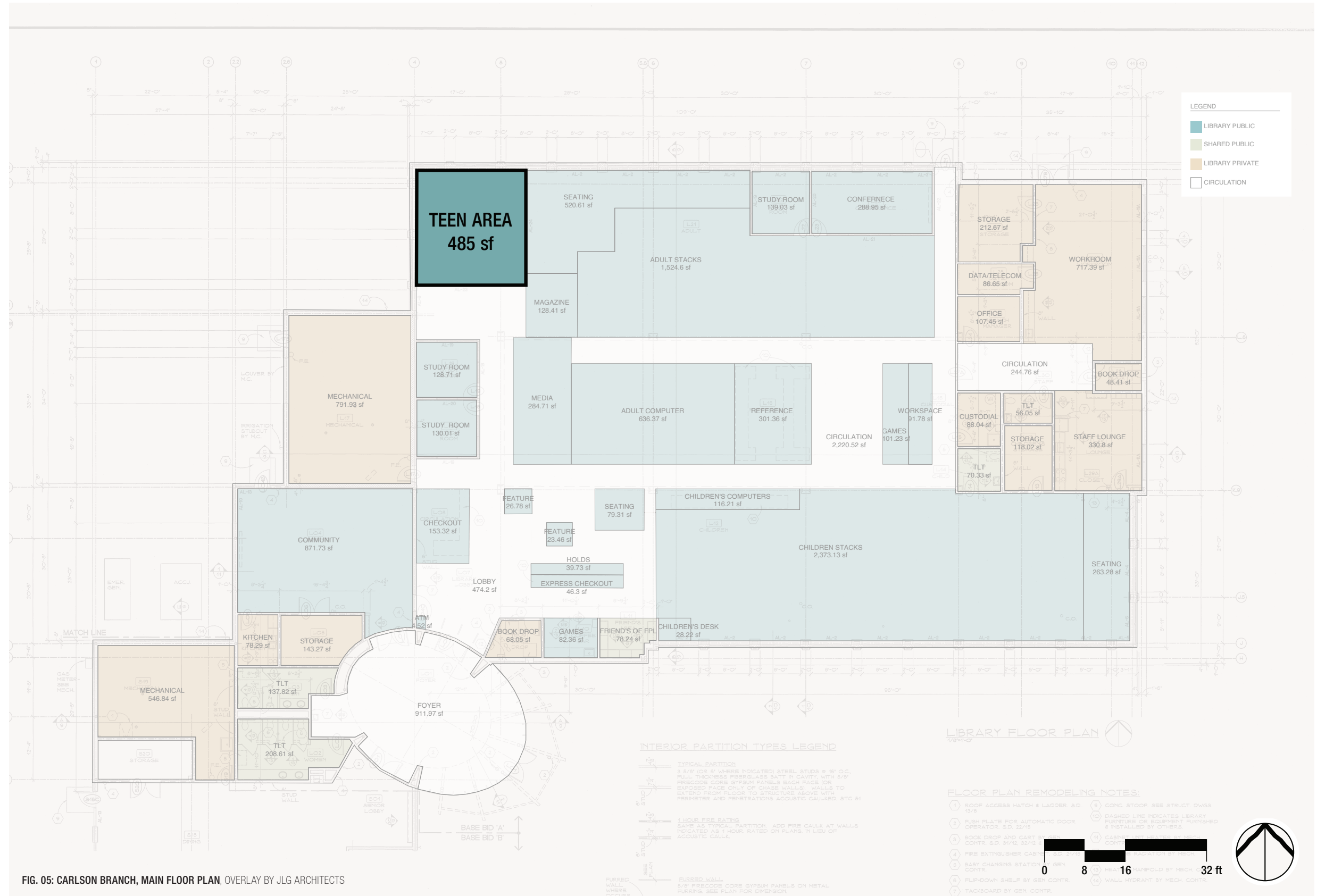


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY This area is consistently either too cold or too warm, depending on the season • Making this space more comfortable could increase the amount this space is utilized, either for this purpose now or another purpose in the future.

WHEN Phase 1 (2024-2026)

REPURPOSE THE CURRENT TEEN SPACE FOR ADDITIONAL SEATING AND AV DISPLAY

WHY By moving the Teen space to be located in the new expansion / remodel area, this space would be vacated and could be repurposed and reimagined • This area in and around the current Teen space is already being used for seating and studying by adults quite frequently - based on current usage, more seating would be utilized • The Collections Analysis data gathered by LibraryIQ, seen later in this document, suggests that AV collections could be expanded as well • Giving this space a second use with the addition of AV materials display allows that collection to be expanded.

WHEN Phase 2 (2026-2029)



DESIGN AND CONSTRUCT AN EXPANSION FOR ADDITIONAL STAFF SPACE, AND REMODEL THE EXISTING AREA FOR ADDED PROGRAM SPACE

WHY Challenges this expansion and remodel could specifically address include: current Teen space usage versus potential, noise issues from conflicting uses, not enough room for staff and no room for growth, lack of programming spaces, and no Nursing Room in this facility or a staff restroom • Opportunities this expansion could capitalize on includes, but is not limited to, the following: reworked and increased number of Staff workspaces, reworked workflow, staff meeting room, separate staff break room, program in work stations for Children's Staff, enhanced teen space, program in Wiggle Room, a dedicated room for library programming, and adding washer/dryer and dishwasher • Programming would need to be done to determine the proper size for the addition..

WHEN Phase 2 (2026-2029)

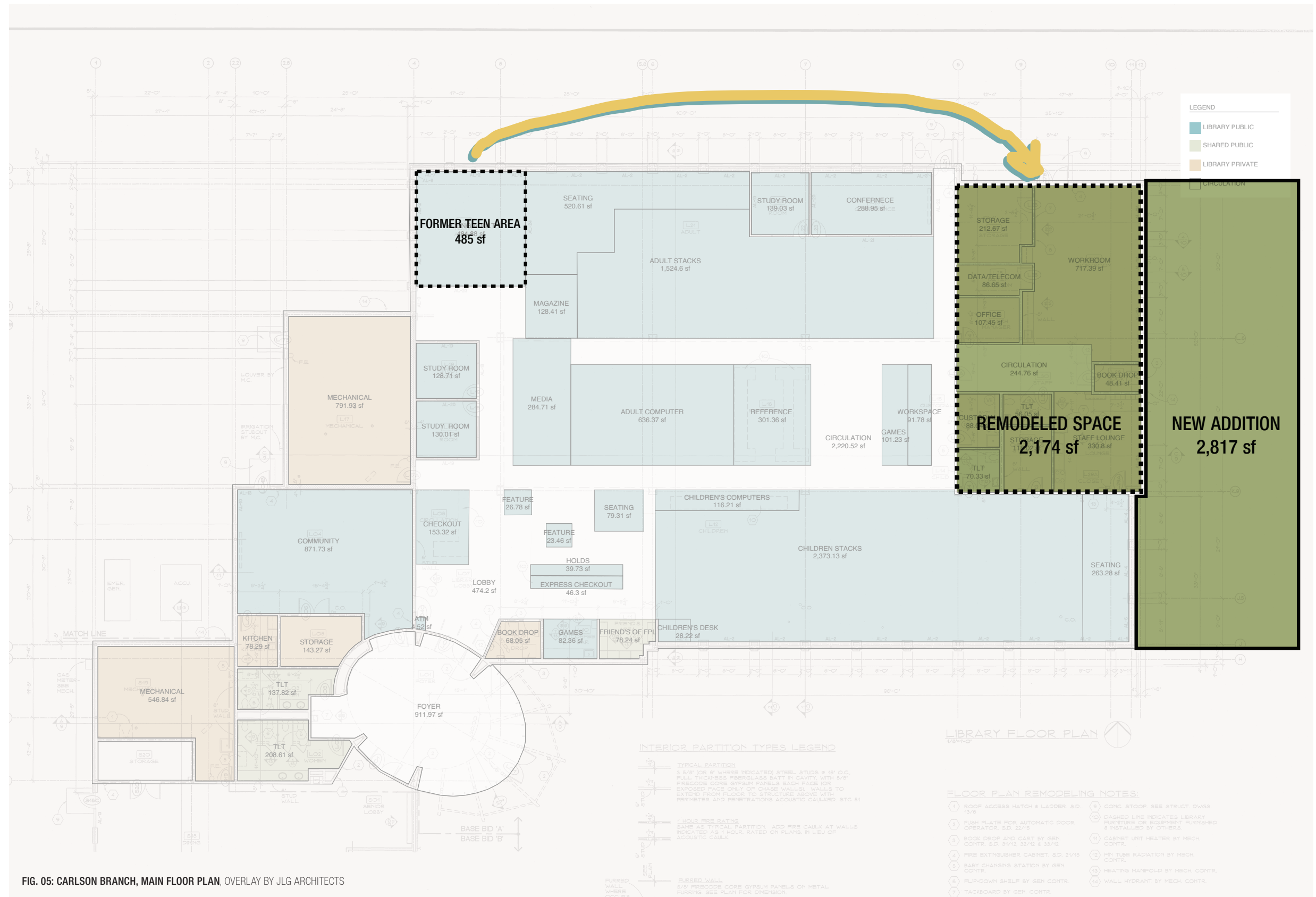


FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

1.0

EXECUTIVE
SUMMARY &
RECOMMENDATIONS
MAIN BRANCH



FIG. 03: MAIN BRANCH, EXT. BOARDWALK

REPURPOSE VACANT COFFEE SHOP, MOVE SECURE ENTRANCE, AND EXPAND HOLDS

WHY Keeping a vendor in the Coffee Shop has been a difficult task - specifically since the pandemic began - so repurposing this space to include a laundry unit, an additional restroom, as well as locating a Nursing space near the Wiggle Room - would accomplish multiple challenges expressed in the later pages of this document • In order to do this effectively and keep access relatively secure to these spaces, moving the secure entrance from the Breezeway to the north would also be part of this scope • Finally, with all the work happening in this area and to further address staff comments and challenges, we would also recommend expanding the Holds further south to provide more space for this function and also update the ceiling panels above the new secure entrance to improve acoustics in the Breezeway and Lobby.

WHEN Phase 1 (2024-2026)

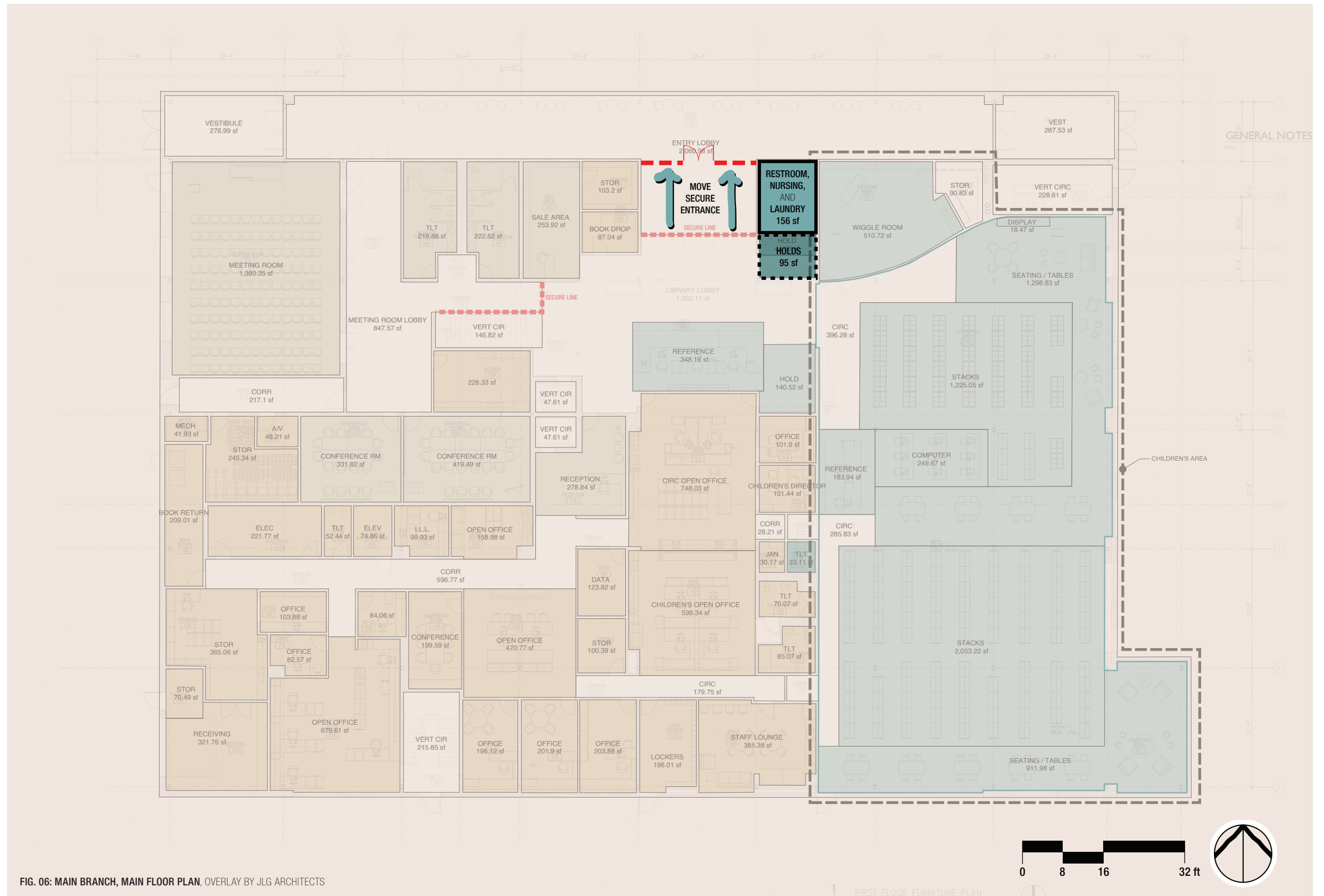


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

1 FIRST FLOOR FURNITURE PLAN

**REPLACE
CURRENT
CHILDREN'S
DESK WITH
FLEXIBLE
SOLUTION;
ADD DISPLAY
SPACE TO
CURRENT DESK
LOCATION**

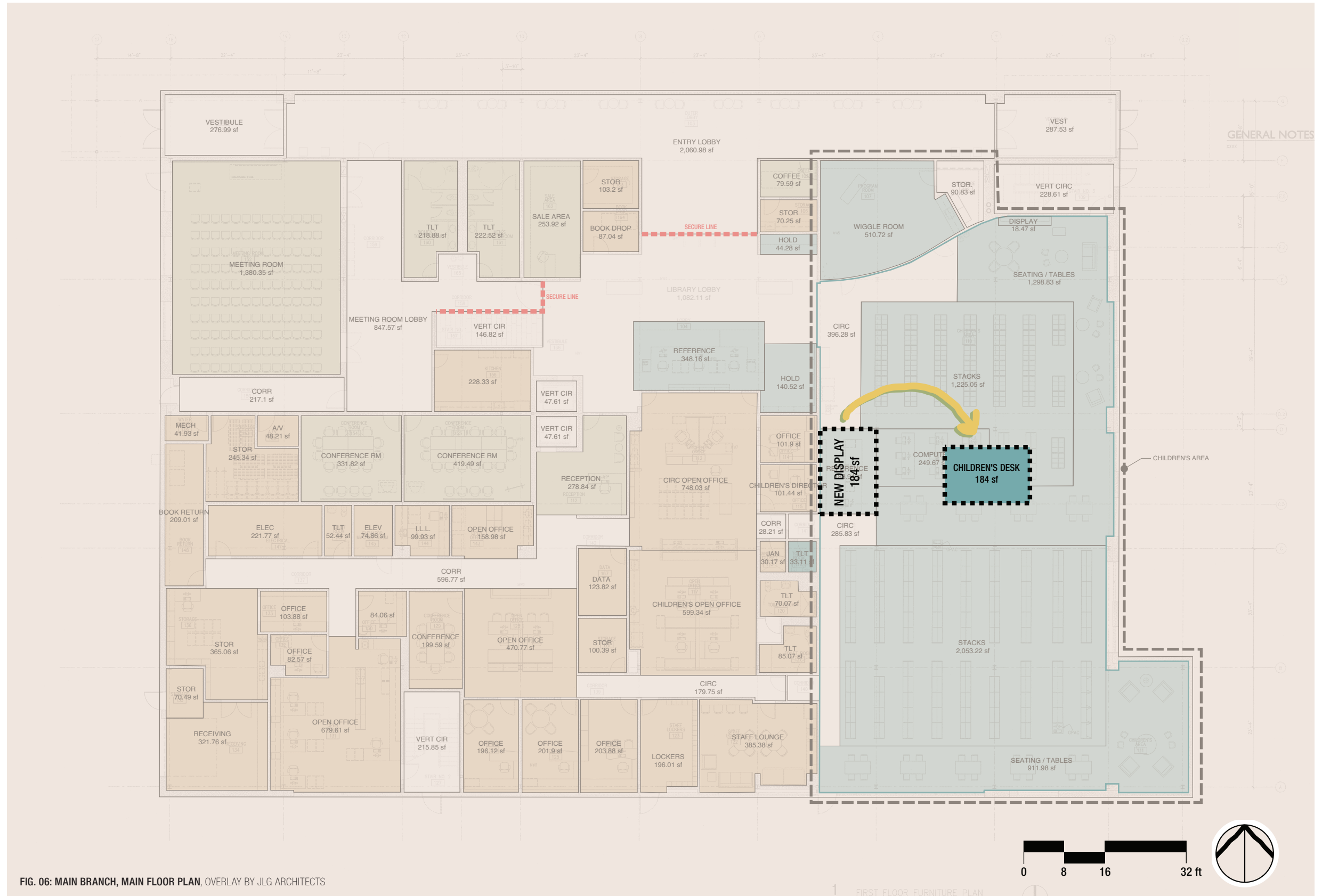


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY Replacing the current desk with a movable system allows for a more effective setup at this time, while also providing future flexibility if and when the space needed to be rearranged to fit future patron or staff needs • Provides an ability to rethink the space occupied by the current desk, which could create better flow in the space as well as provide opportunities to reorganize display space to better showcase the collections in this area.

WHEN Phase 1 (2024-2026)

SOLVE NOISE ISSUE BETWEEN SECOND FLOOR STUDY ROOMS AND STAFF OFFICE

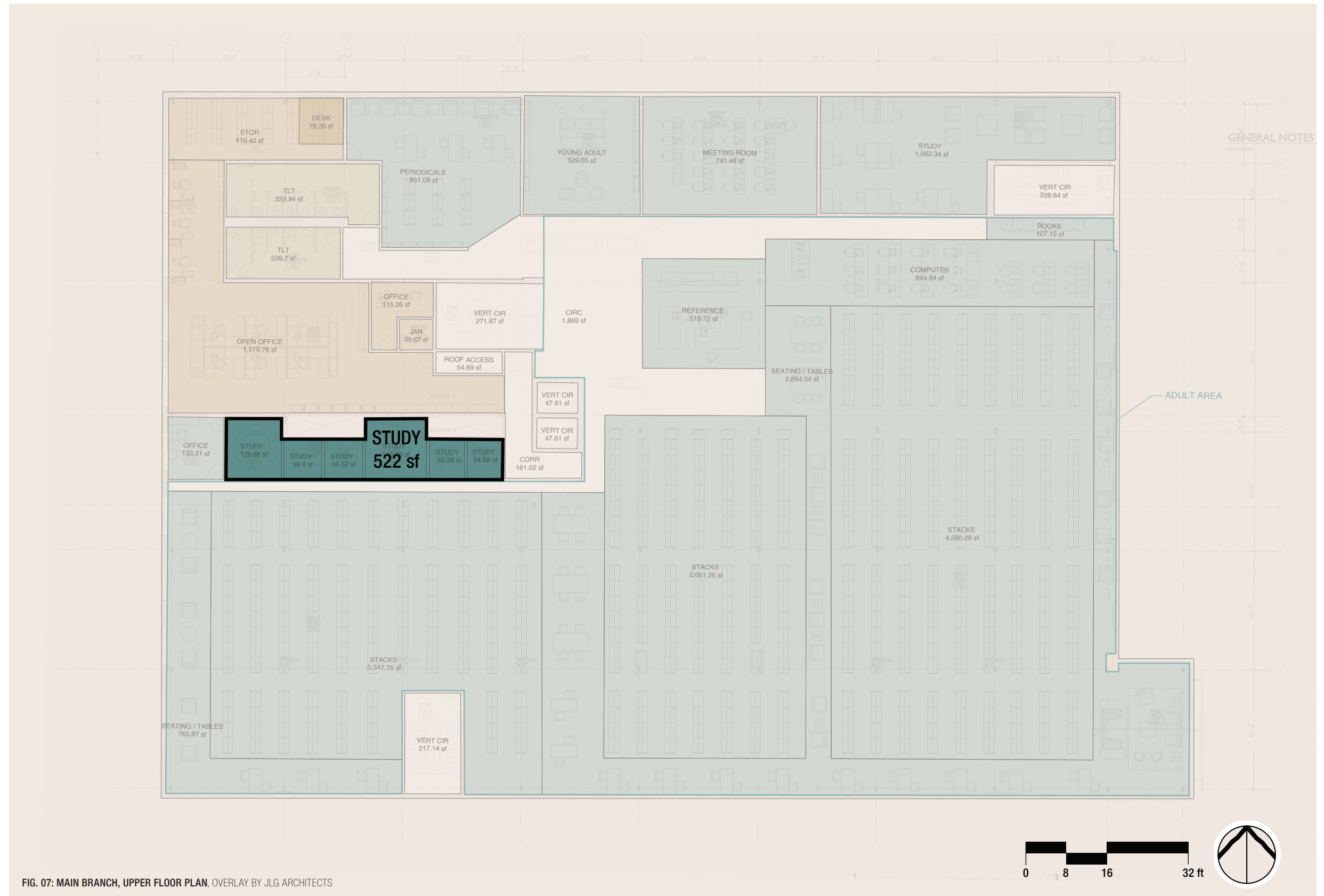


FIG. 07: MAIN BRANCH, UPPER FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY We consistently heard there was noise transferring from room to room in this location • It is thought that shared ducting could be the source of the lack of acoustic separation, but taking a deeper look into how those noise issues could be mitigated would be necessary before moving forward with any solution • Addressing this specific issue also provides the opportunity to add additional AV equipment to these rooms to meet patrons' needs, while also maintaining an acceptable level of privacy for those using these spaces.

WHEN Phase 1 (2024-2026)

REARRANGE SECOND FLOOR USES AND PUBLIC SPACES ON THE NORTH SIDE

WHY Moving periodicals out into the display and stack spaces provides the opportunity for expansion of the Teen space • Expanded Teen space provides the opportunity to create a better experience for teens, while also acoustically separating these spaces properly • Within the computer lab, rearranging the space to include round tables with four computers per table, and incorporating new technologies throughout the room, could provide a refreshed space that brings new offerings to this branch and benefit the patrons' experience of the library • Increasing the number of tables with power in the quiet study room could also help increase the usage and effectiveness of that room.

WHEN Phase 2 (2026-2029)

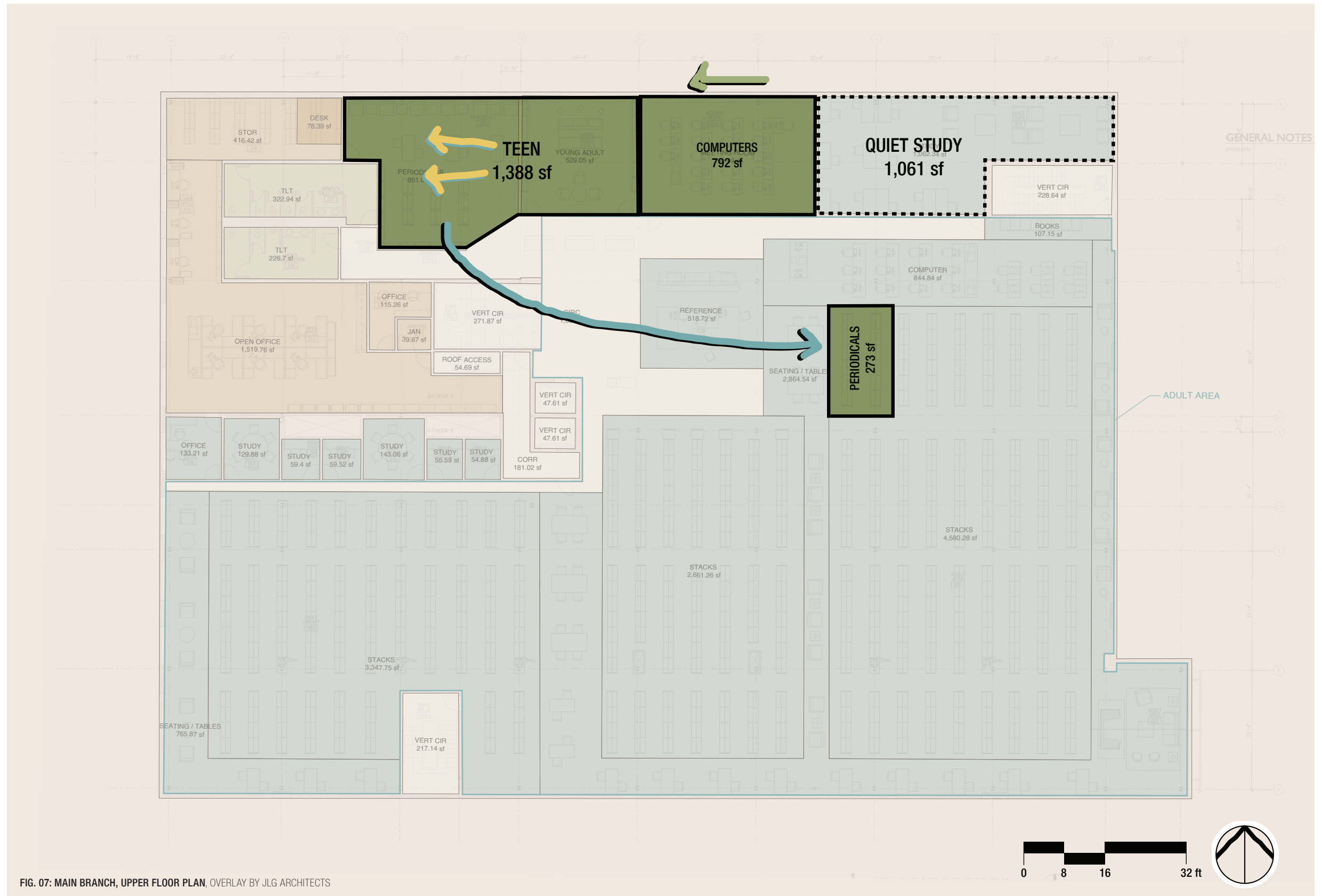
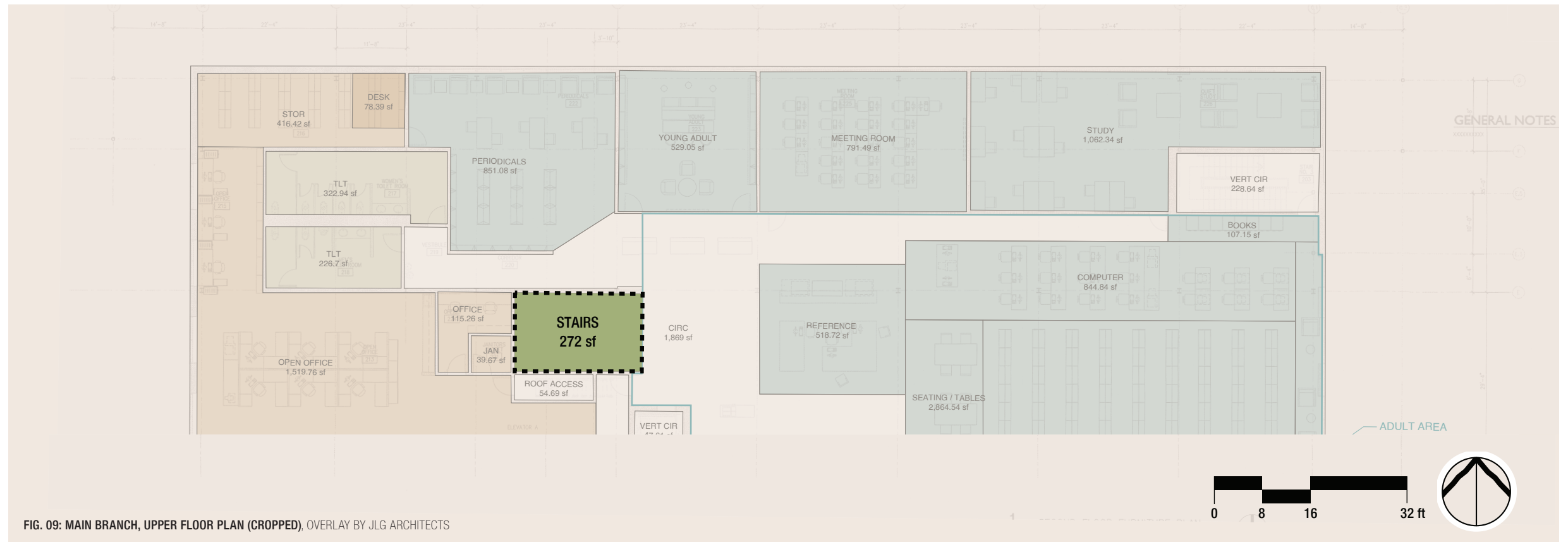
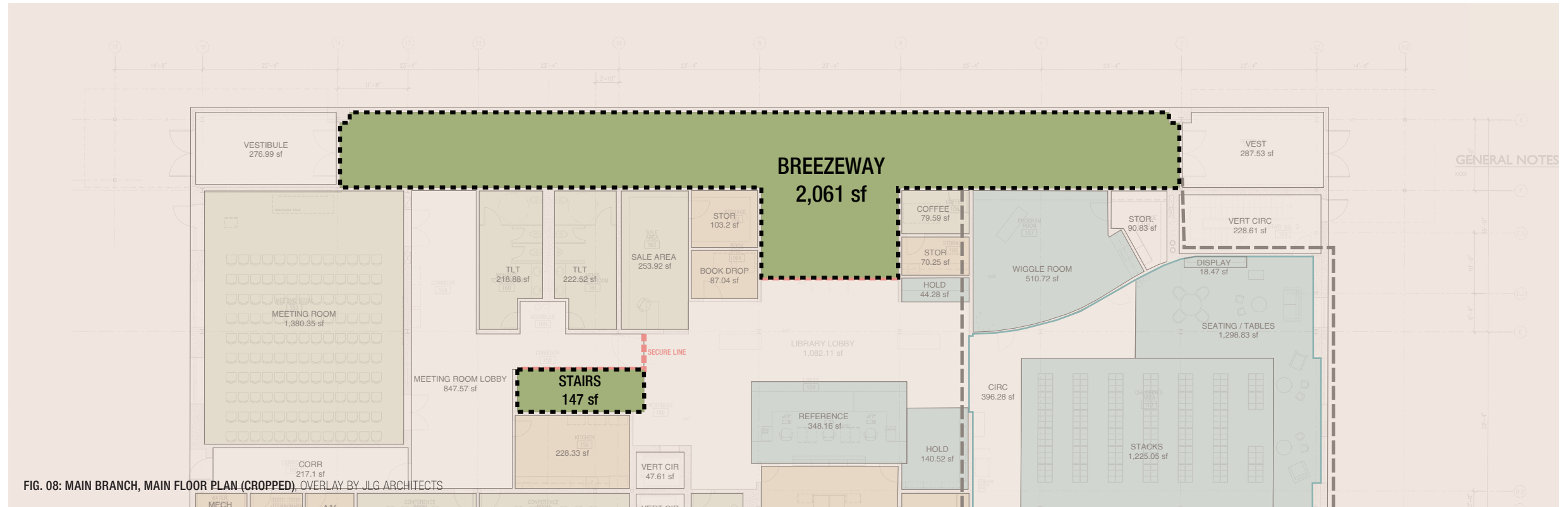


FIG. 07: MAIN BRANCH, UPPER FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

IDENTIFY POTENTIAL NOISE MITIGATION STRATEGIES FOR FIRST LEVEL BREEZEWAY AND MAIN STAIRS



WHY One of the biggest issues we heard was that noise happening in the breezeway on the main level travels all the way up and is easily heard by people in the upper level library • Improving that area and the stairs with effective acoustic treatments, while still maintaining the quality of the space, could help staff and patrons have a better experience of the branch in many different areas and ways.

WHEN Phase 2 (2026-2029)

MOVE TECH SERVICES OFF-SITE

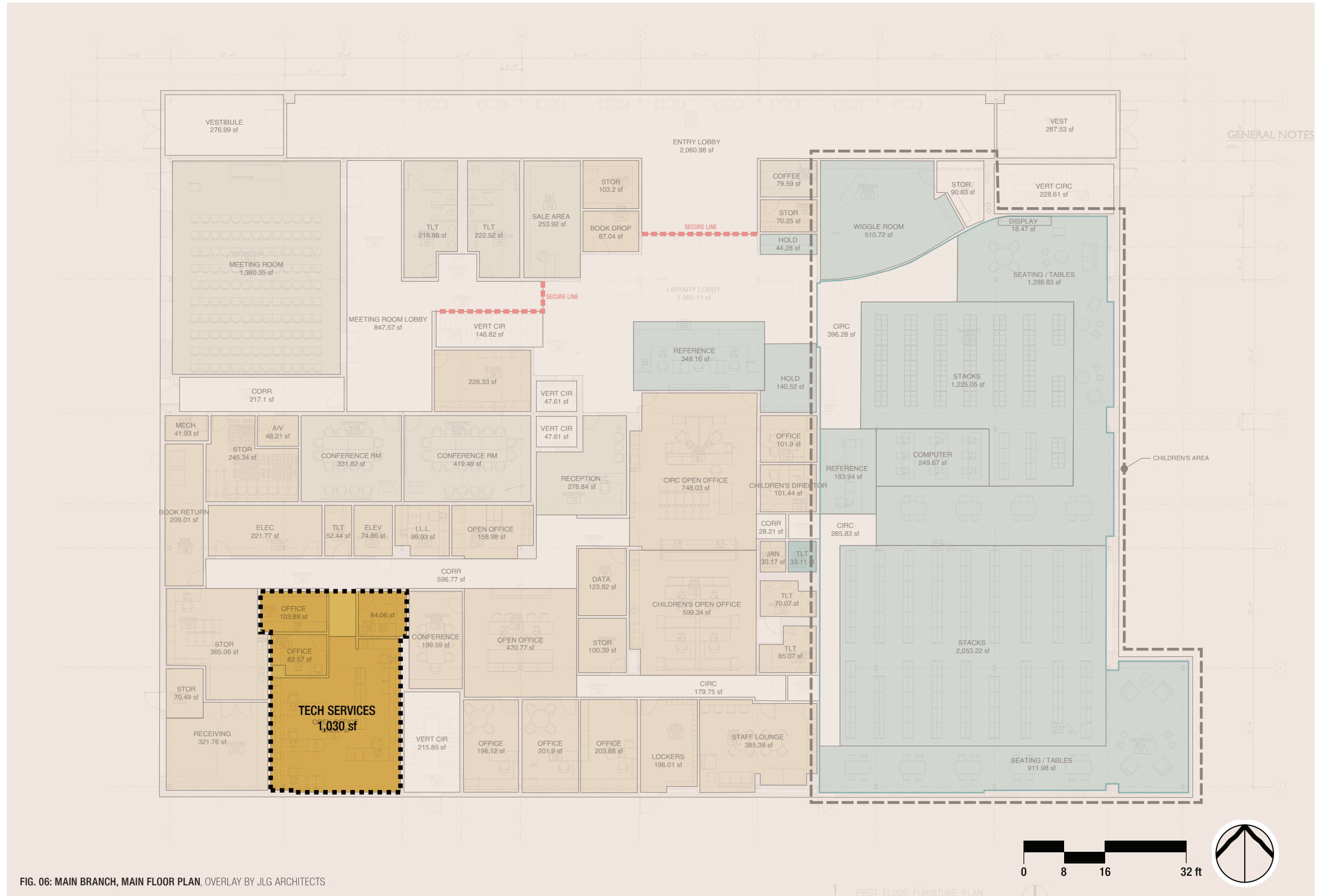


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY Moving Tech Services to an off-site location could be effective in the following ways: improved receiving and shuttling; providing room for Tech Services staff to grow at their new location, while also providing the opportunity to rearrange departments at Main; and an off-site location could also provide book return / book vending opportunities • 1,800 to 2,000 square feet would be needed at offsite location.

WHEN Phase 3 (2029-2033 and beyond)

MOVE CHILDREN'S SERVICES TO CARLSON AND EMPLOY DISPLAY OPTIONS AT CURRENT CHILDREN'S REFERENCE DESK

WHY Moving Children's staff to Carlson's newly expanded footprint would allow for additional programming opportunities with kids at Carlson, without hurting the mission of properly serving children at this location • Vacating this dedicated staff space allows for Circ to grow their department, while providing opportunities for staff space overall to grow and get reimaged at Main • Taking advantage of the flexible Children's reference desk accomplished in phase 1, that desk can now be repurposed to better serve the Children's area in conjunction with this new staffing arrangement at Main.

WHEN Phase 3 (2029-2033 and beyond)

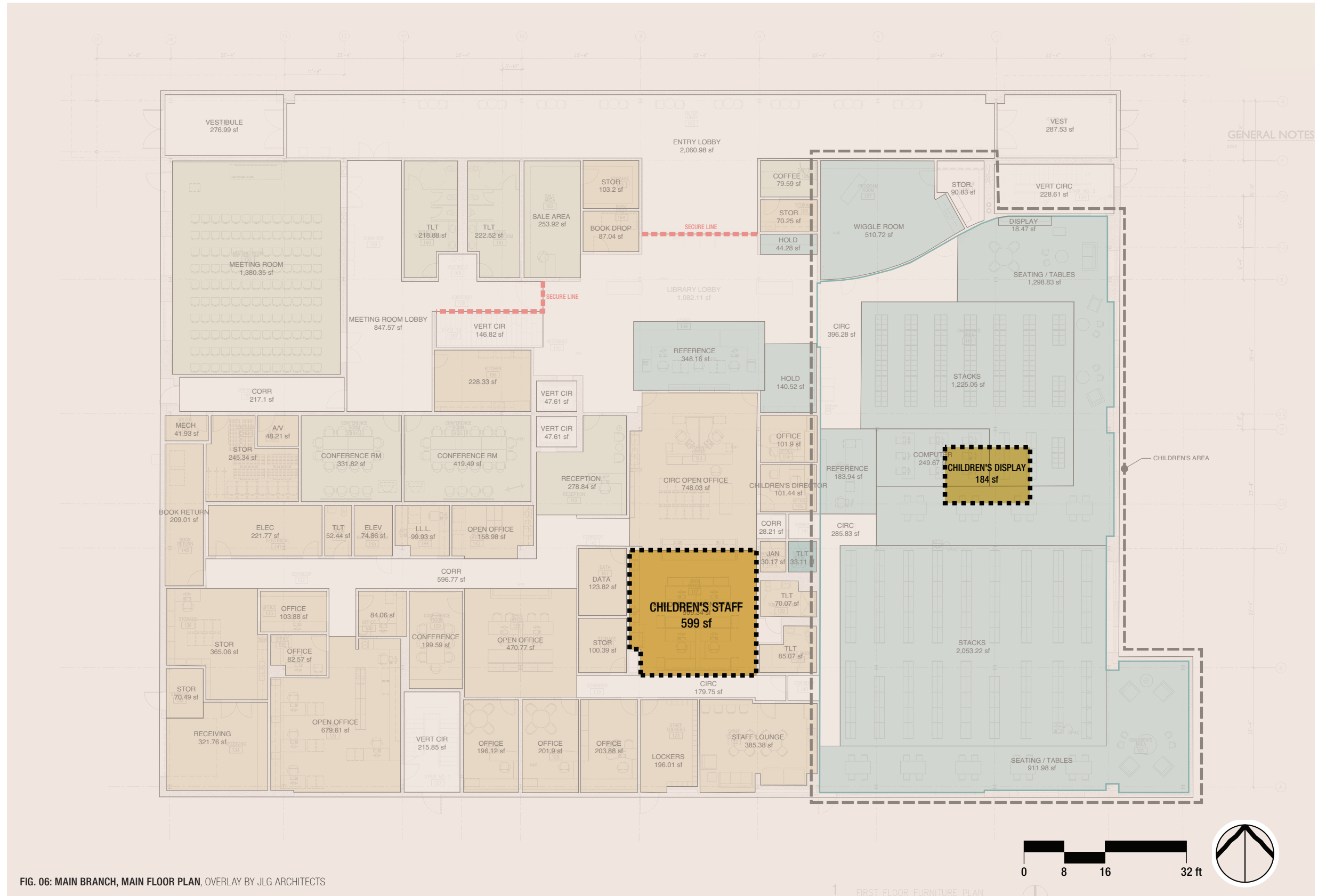
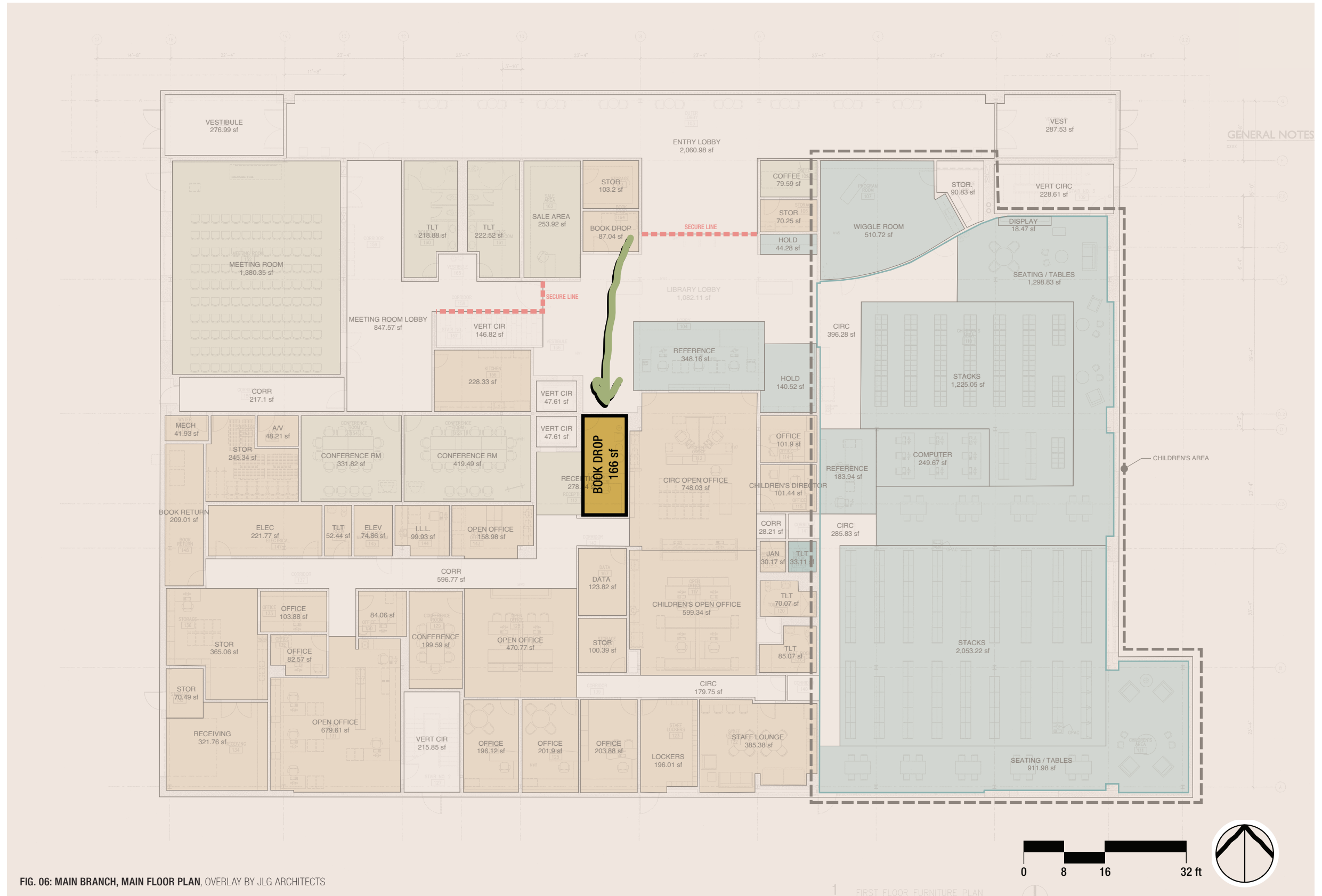


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

1 FIRST FLOOR FURNITURE PLAN

MOVE INTERNAL BOOK DROP ACROSS THE LOBBY TO CURRENT RECEPTION SPACE

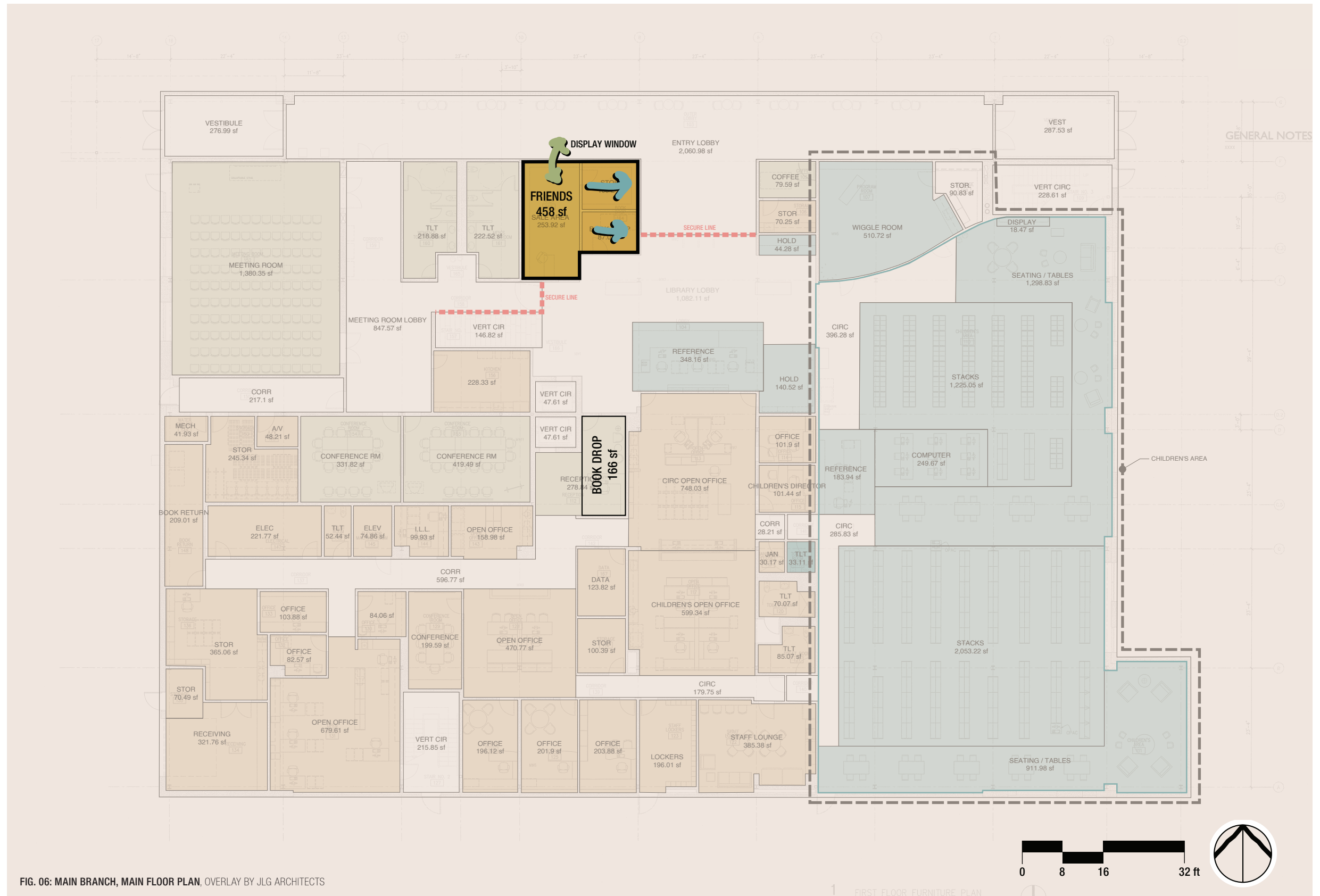


WHY The current Book Drop location is not well positioned for staff and patrons

- Space for the 'Friends of the Library' bookstore is currently well-located in this branch, but is overcrowded and could benefit from an expansion
- The space in which the Book Drop is being proposed to move is currently under-utilized
- Moving the Book Drop to be more back-of-house provides the opportunity to explore automated materials handling systems in the future.

WHEN Phase 3 (2029-2033 and beyond)

REPURPOSE CURRENT BOOK DROP TO EXPAND THE 'FRIENDS OF THE LIBRARY' BOOK SALE SPACE



WHY Expanding the 'Friends of the Library' bookstore would not only improve that use and offering, it would also help with traffic flow in the lobby of the library - currently displays are not able to fit within the confines of the 'Friends of the Library's' current space and thus bleed out into the heavy traffic area of the lobby • Adding glass openings from this new space into the breezeway and the lobby will add additional display space, helping to promote this essential offering.

WHEN Phase 3 (2029-2033 and beyond)

FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

1 FIRST FLOOR FURNITURE PLAN

REPURPOSE RECEPTION AREA AND VACATED CHILDREN'S STAFF SPACE TO EXPAND SPACE FOR THE MAIN CIRCULATION STAFF

WHY The current circulation desk is ergonomically challenging to work at and is not an efficient use of space • Circulation staff space is overcrowded and noisy, creating conditions that are not ideal for the work Circ staff needs to accomplish in this space • The location of this use, behind the Circ desk, is great, but allowing for this staff space to be expanded and reimaged altogether would serve the branch well.

WHEN Phase 3 (2029-2033 and beyond)

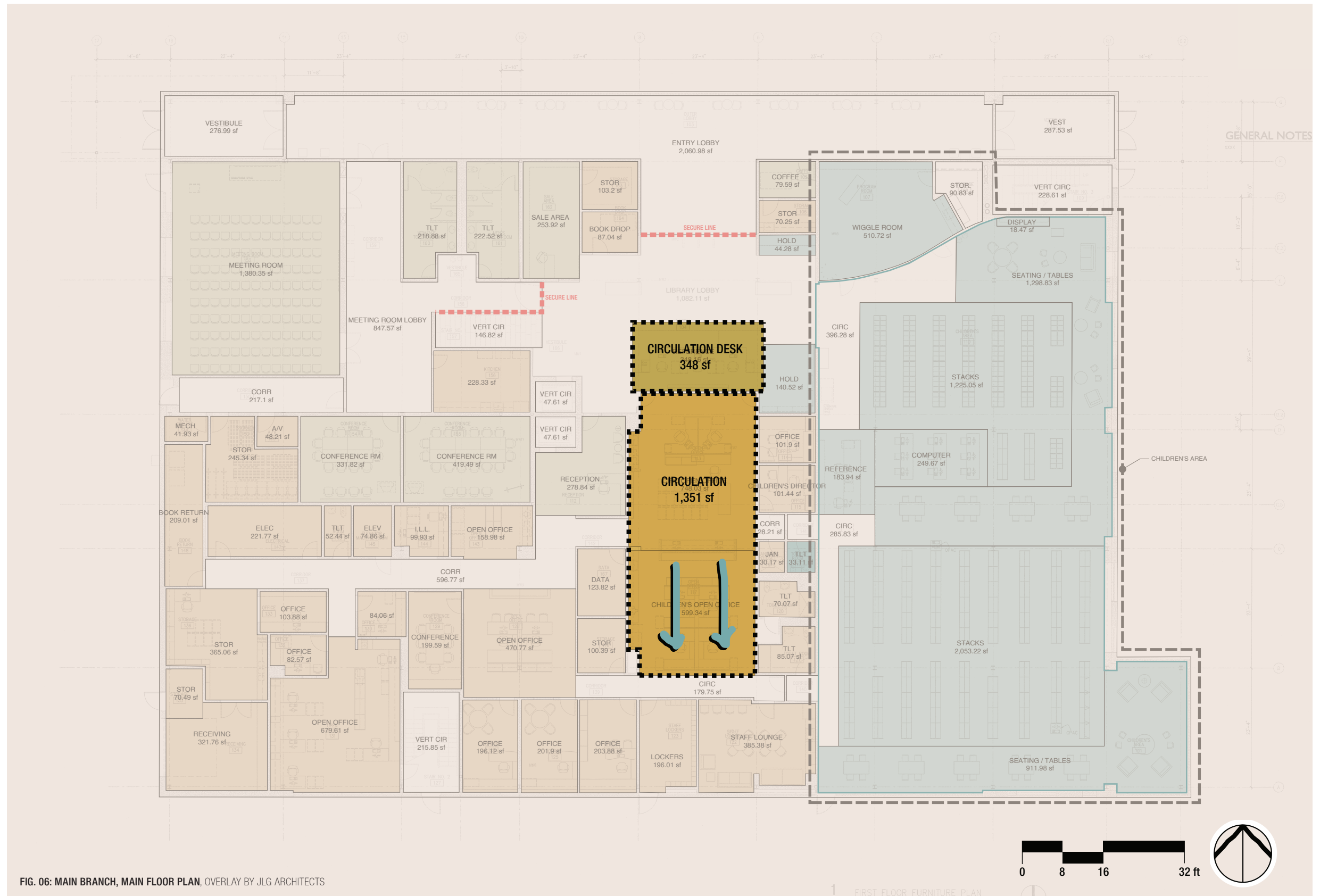


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

RESEARCH THE FEASIBILITY OF AUTOMATED MATERIALS HANDLING FOR CIRCULATION WORKFLOW

WHY Automated materials handling (AMH) is just one technology enhancement that could enhance efficiency. Currently, staff at Main spend time loading carts and moving materials from the book drop area to the processing area. This time-consuming task also requires the carts to pass through public areas with attendant noise and disruption • AMH systems use barcodes or RFID tags to automatically identify returned materials. They then check the materials into the Integrated Library System (ILS) and sort them into bins by genre, Dewey, BISAC or other cataloging number. AMH systems significantly reduce the amount of time that staff spend handling returns and getting materials back on the shelf more quickly. • At Main, AMH would improve staff health and safety and streamline the circulation process to free staff for patron-facing activities.

WHEN Phase 3 (2029-2033 and beyond)

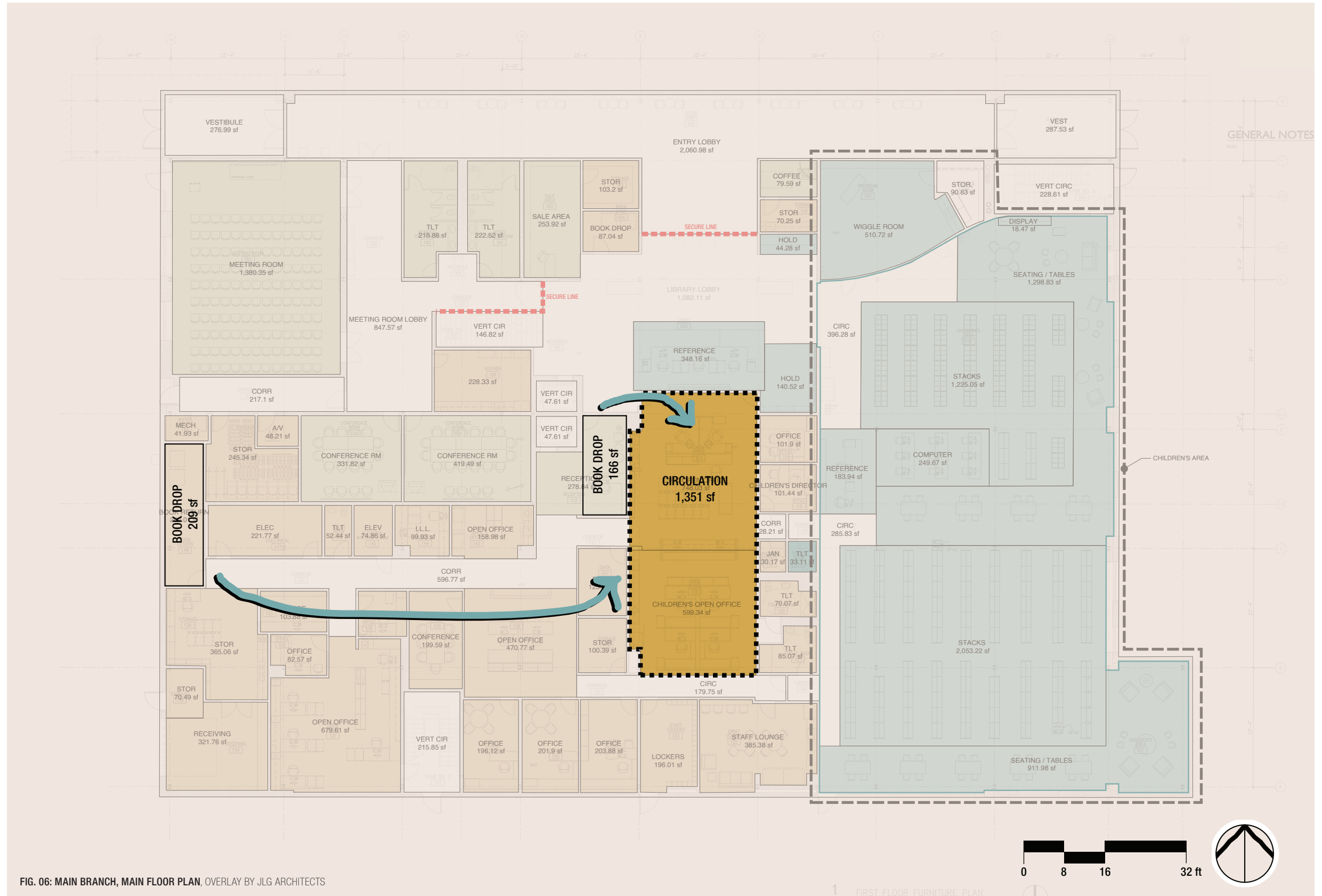


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

1 FIRST FLOOR FURNITURE PLAN

RECONFIGURE SECOND FLOOR STAFF WORKSPACE TO PROVIDE A STAFF RESTROOM



FIG. 07: MAIN BRANCH, UPPER FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

WHY Staff communicated the desire to have a dedicated staff restroom near their offices • Repurposing some of the under-utilized spaces in this area to accomplish that request would add value to the staff experience and does not pull from other uses in the building.

WHEN Phase 3 (2029-2033 and beyond)

1.0
EXECUTIVE
SUMMARY &
RECOMMENDATIONS
NORTHPORT BRANCH



FIG. 04: NORTHPORT BRANCH, EXT. ENTRY

WIDEN STOREFRONT DOOR AT THE LIBRARY ENTRY



FIG. 11: NORTHPORT BRANCH, EXT. BOOK DROP



FIG. 12: NORTHPORT BRANCH, INT. ENTRY



FIG. 13: NORTHPORT BRANCH, INT. BOOK DROP

WHY The current width of the front door makes it difficult for patrons in electric scooters and wheelchairs to get through, and is difficult for staff when pulling the book cart through to access the book return.

WHEN Phase 1 (2024-2026)

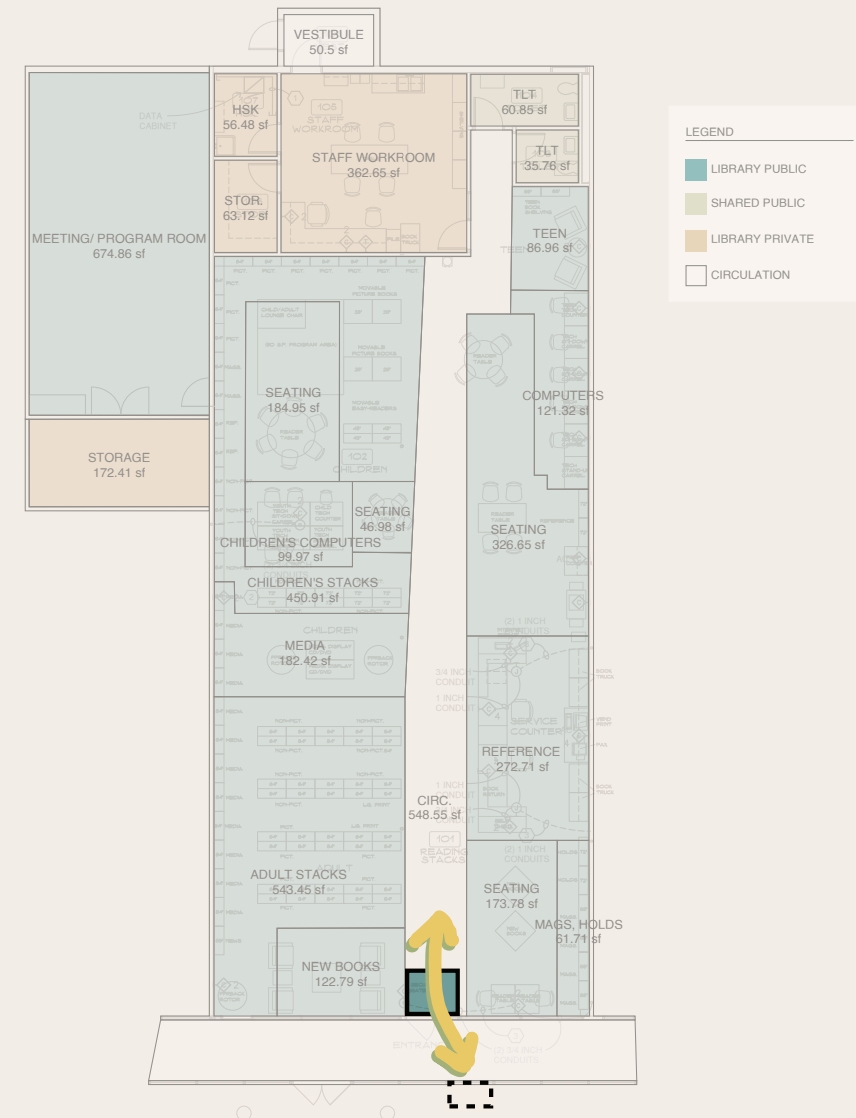
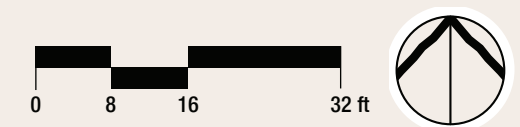


FIG. 10: NORTHPORT BRANCH, FLOOR PLAN, OVERLAY BY JLG ARCHITECTS



RELOCATE MEETING STORAGE AND MOVE THE MEETING ROOM SOUTH, EXPAND THE STAFF WORKROOM AND ADD A STAFF RESTROOM

WHY Current storage space in the meeting room is under-utilized and the storage and overall space in the Staff Workroom is undersized • Moving the Meeting Room to the south positions it more directly in line with the Children's display space, creating a better spatial relationship between the Meeting Room and the rest of the library • These two shifts allow for additional planning moves to take place - like expanding the Staff Workroom, adding a Nursing space, and creating gender-neutral restrooms - all of which would be an added benefit to this branch location from the staff's perspective.

WHEN Phase 1 (2024-2026)



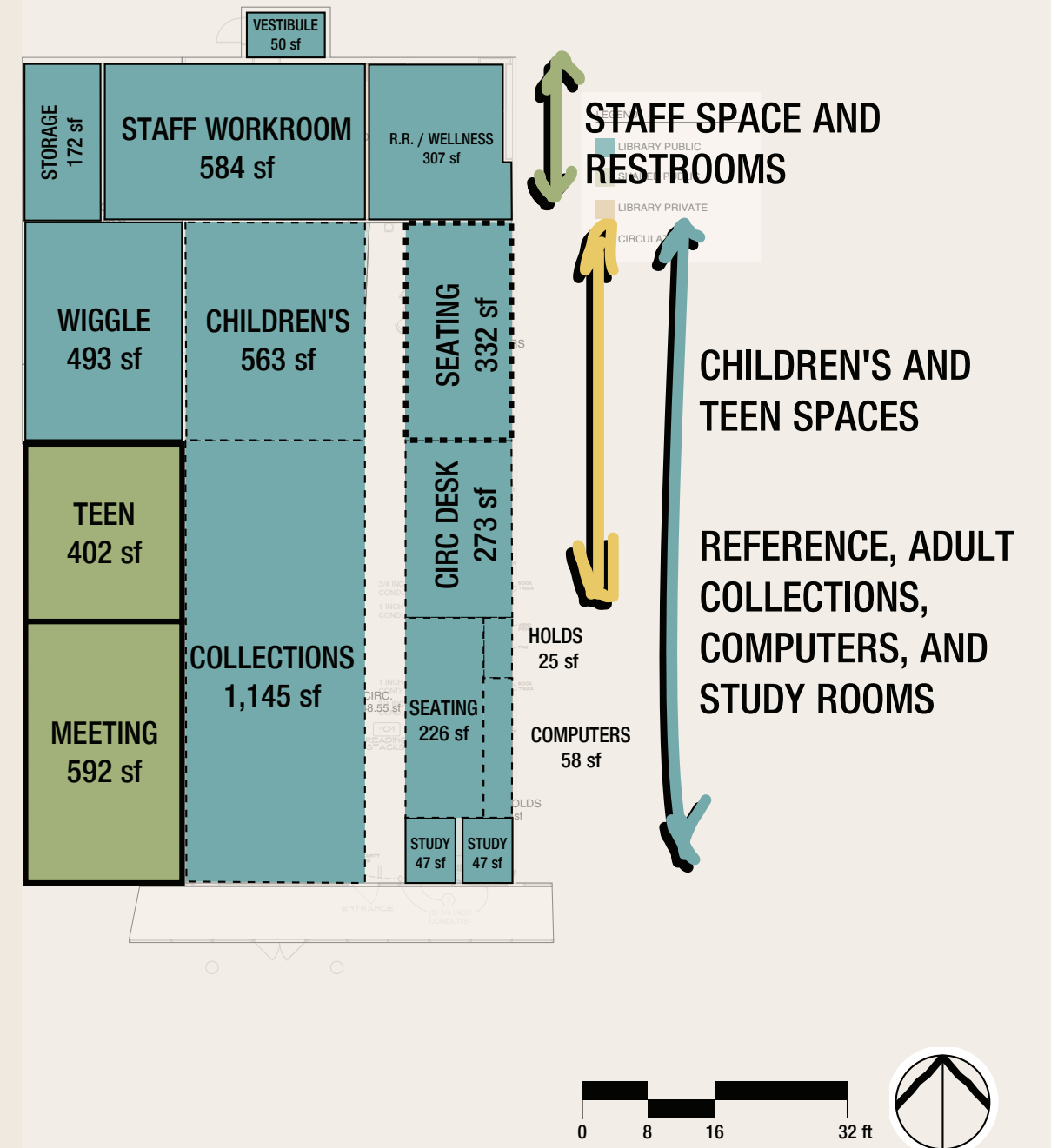
INVESTIGATE THE POTENTIAL INCORPORATION OF ADDITIONAL SPACE, IF AVAILABLE

WHY This branch location is the most limited in what it can offer to patrons due to its limited footprint - this manifests in both programming and collections offerings • Developing a plan for future expansion is necessary so that in the event of adjacent space becoming available, the Library is able to act in a time-appropriate manner in a way that would enhance the Library's mission and ability to serve the residents of north Fargo • The graphic on this page demonstrates how a future expansion might be utilized to add a Children's Wiggle Room and provide a more dedicated and expansive Teen space, both of which could help with noise issues felt in this space due to a lot of different uses happening in a relatively small footprint • These changes could help create some more equity across all three existing branches.

WHEN Phase 2 (2026-2029)

	<u>CURRENT PLAN</u>	<u>NEW PLAN</u>	
ADULT <small>NEW BOOKS, COLLECTIONS, PERIODICALS, MEDIA, COMPUTERS</small>	1,020 SF	1,225 SF	
SEATING	520 SF	560 SF	
MEETING	675 SF	590 SF	
STUDY	0 SF	95 SF	
CIRC DESK	275 SF	275 SF	
CHILDREN'S	785 SF	1,055 SF	**ADD WIGGLE ROOM
TEEN	90 SF	400 SF	
RESTROOMS	100 SF	305 SF	**ADD WELLNESS ROOM
STAFF <small>WORKROOM, STORAGE, VEST.</small>	715 SF	805 SF	

FIG. 10: NORTHPORT BRANCH, FLOOR PLAN, OVERLAY BY JLG ARCHITECTS



1.0

EXECUTIVE
SUMMARY &
RECOMMENDATIONS
NEW LOCATION &
STAFFING



OVER THE NEXT THREE PHASES, EXPLORE POSSIBILITIES FOR A POTENTIAL FUTURE LIBRARY LOCATION

PHASE 1

- Initiate conversation with Park District per potential location etc.
- Identify Additional Potential Partner Organizations

PHASE 2

- Preferred location option is 64th Ave South and 45th St. South (see graphic to the right)
- Program scope to reflect projected growth in service population
- Identify staffing based on the posited program scope of the new location
- Continue to identify and develop partners
- Work with the City to identify potential funding solutions

PHASE 3

- Identify funding
- Work with City to get approval of the project
- Develop RFP for architectural services

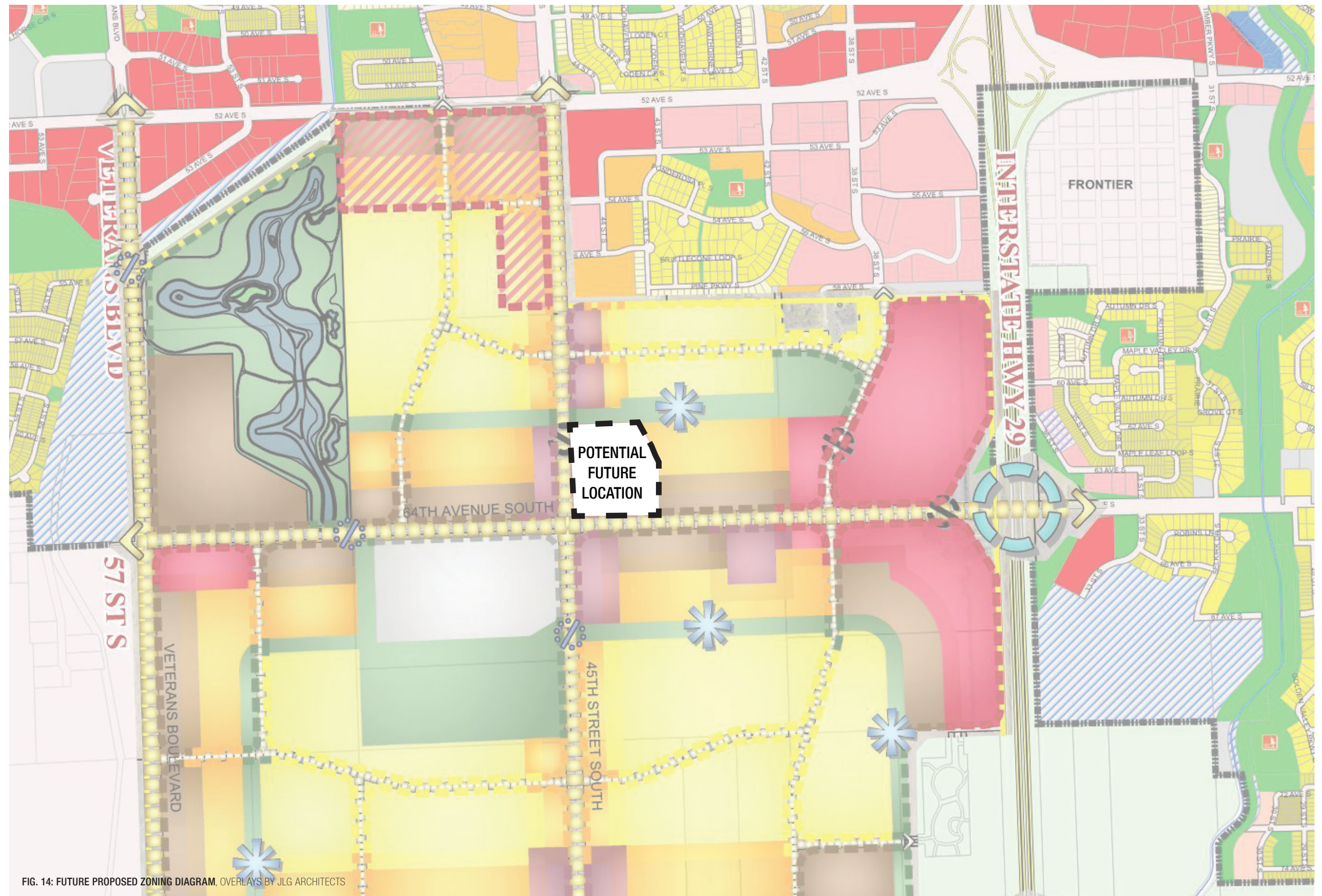


FIG. 14: FUTURE PROPOSED ZONING DIAGRAM, OVERLAYS BY JLG ARCHITECTS

STAFFING

INCREASE STAFF TO SUPPORT GROWTH

The City of Fargo and surrounding area, which comprises the service area for Fargo Public Library, has grown significantly since 2004. Notably, Fargo's population has also grown significantly since 2004. According to the U.S. Census Bureau, the population of Fargo in 2004 was around 95,000, and by 2020, it had grown to over 125,000. This growth can be attributed to various factors, including a strong economy, a growing job market, and an increase in the number of educational opportunities in the City.

Demand for public library services has grown along with the City, while FPL staffing levels have remained fairly static. To provide the high quality services residents enjoy and expect, FPL can consider adding staff along with library square footage. This would include an 1.7 additional FTE at the Dr. James Carlson branch for a total of 10.2 FTE and an additional 0.6 FTE at the Northport branch for a total of 3.6 FTE. A new branch of 35,000 square feet and two levels would require approximately 17-19 FTE. Providing services beyond library walls – at schools, partner organizations, social agencies and neighborhood gathering places – is also growing in importance. FPL can consider adding 3-5 FTE (using existing Library vehicles) to meet this demand.

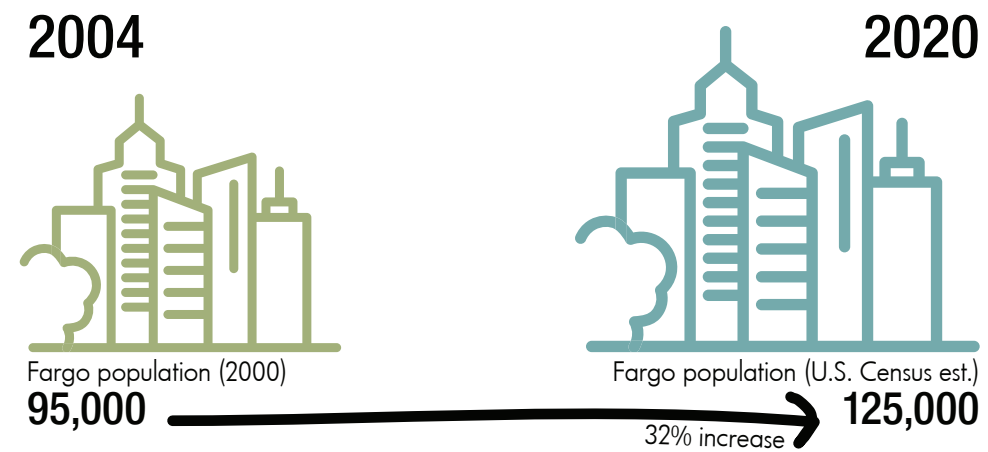


FIG. 15: MAIN BRANCH, INT. BREAK ROOM

2.0 WHAT WE HEARD



FIG. 02: CARLSON BRANCH, EXT.



FIG. 03: MAIN BRANCH, EXT. BOARDWALK



FIG. 04: NORTHPORT BRANCH, EXT. ENTRY

BACKGROUND

This section includes all that we heard from Fargo Public Library staff when touring their buildings in September of 2022. We spent two days walking through all three branch locations - Carlson, Northport, and Main - trying to gain a more intimate understanding of (1) how staff is working in these spaces; (2) how the community is using each building; and (3) how the buildings themselves are functioning through those two different lenses.

All buildings appeared to be in good condition, and no complaints were made about the buildings which would indicate the need for renovations to fix water issues, structural issues, or undertake a major HVAC systems overhaul. All comments about the facilities were centered around needing more space to accommodate current and desired future programming; how the buildings functioned in terms of sound and light; what specific spaces are needed to serve patrons' evolving needs; and how each branch functioned in terms of efficiency for staff to be able to accomplish necessary tasks.

Our overall takeaway varied for each location. Each branch location serves their patrons slightly differently due to multiple different factors, including but not limited to the neighborhood in which it sits, the age and condition of each building, the layout and overall size of the space, and the amount of staff serving each branch. A large takeaway we had was that staff is very engaged and dialed in with the community, as well as very open and willing to try new programs and ways of organizing their spaces to better optimize the space they have. However, finding enough staff to adequately serve each branch, even in the branches' current forms, is an issue. Staff has an intimate understanding of where their limits are in terms of time and being able to offer a quality experience for patrons, so any expansion to their services or their spaces would require additional staff in order to fully maximize the potential of each re-imagining. See pages 68 and 69 for further information on anticipated staffing needs related to the proposed changes laid out in this report.

In the following pages you'll also see plans of each building, overlaid with notes we took while walking through those facilities. You will also notice comments on the left side of each spread, pulled directly from notes that staff had prepared for us ahead of our tours, and the photos we had taken on those tours.

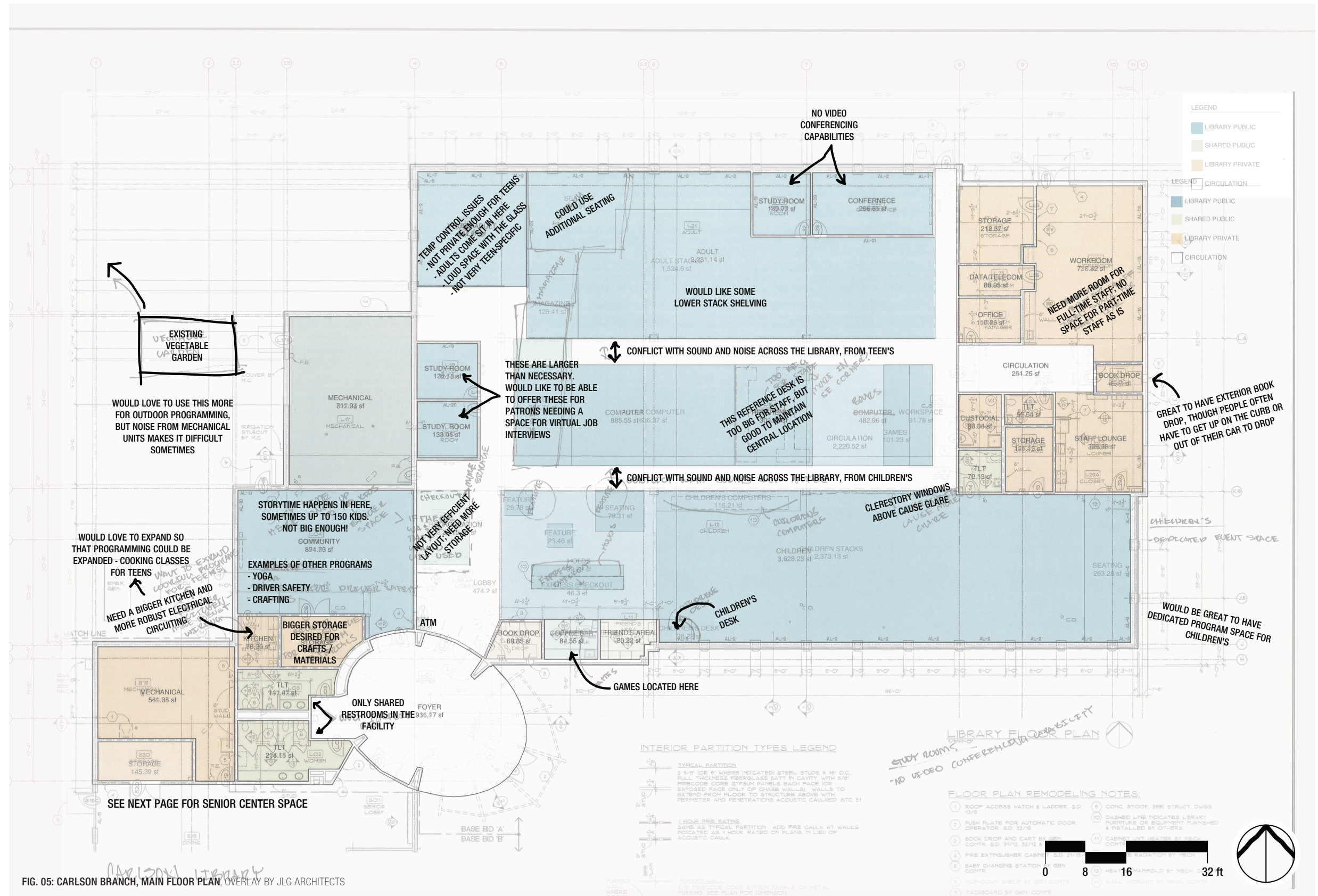


FIG. 16: MAIN BRANCH, EXT. ENTRY



FIG. 17: CARLSON BRANCH, EXT. GARDEN

EXISTING PLAN CARLSON BRANCH



STAFF'S NOTES

Noise carries really far in this branch. Kids laughing and playing at the train table can be heard near the magazines even, if they are not being loud. Noise has also been for people an issue coming from the Teen space.

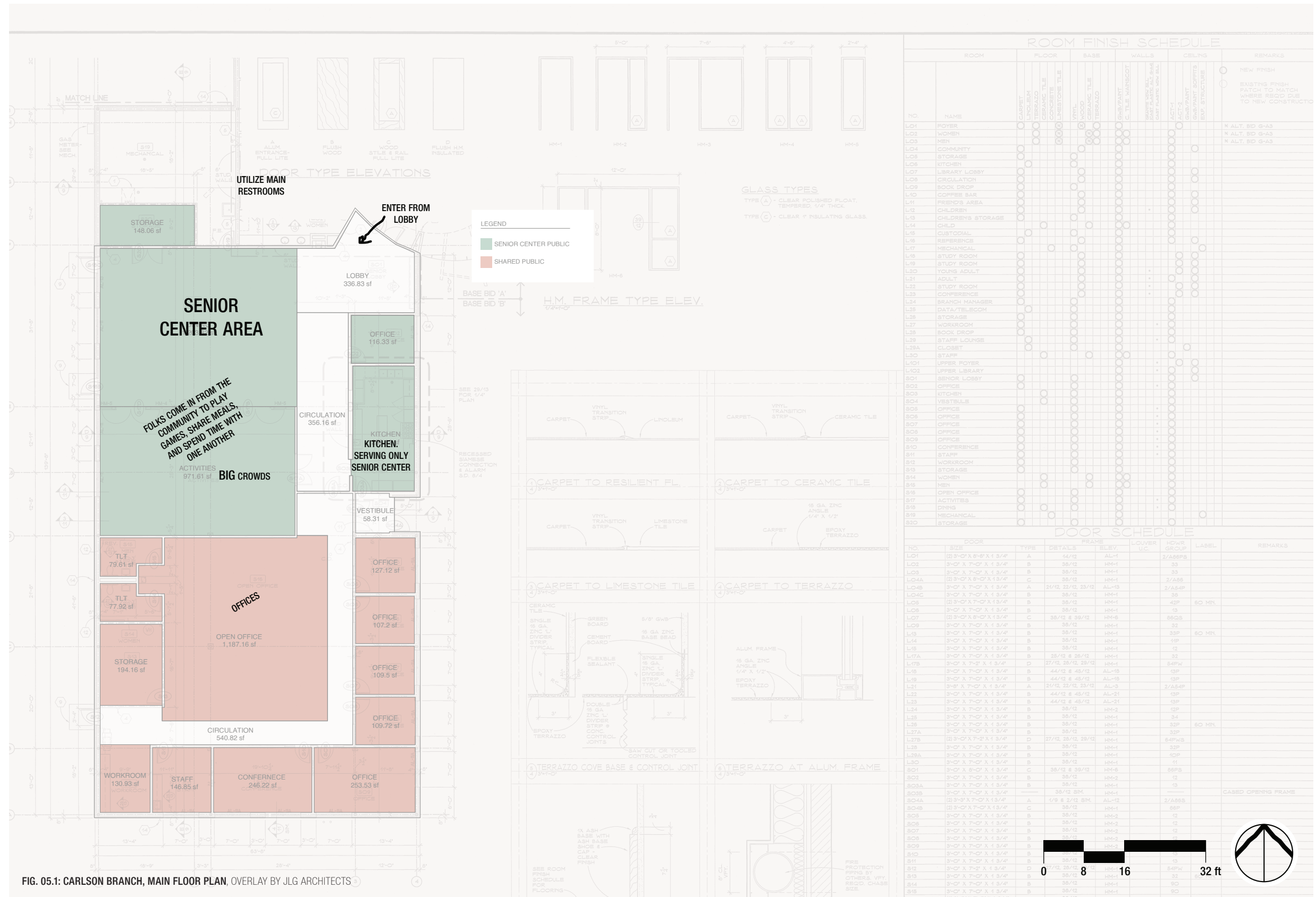
We've had some requests [...] from members of the public wanting to be able to burn their own CDs.

It would also be really cool if we could create a small production studio area where the public could access equipment to make, record, and edit things: like films, podcasts, and maybe even their own music.

Need an accessible, and dedicated space in an enclosed room for patrons to be able to attend virtual meetings and events.

FIG. 05: CARLSON BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

EXISTING PLAN CARLSON BRANCH



PHOTOS CARLSON BRANCH



FIG. 18: CARLSON BRANCH, INT. ENTRY LOBBY

STAFF'S NOTES

It would also be really awesome if we had access to a big enough/accessible kitchen that we could use for programming, or that could be open for public use. Something like a series where participants could explore cooking, tasting, and learning about food from all around the world.

If we shrink the info desk we'd still want to have room for a lower workspace where we can assist patrons who are in a wheelchair or need to sit for any longer conversations/especially tech assistance.

Private space for nursing mothers.

Public vending machine.

Possible outgoing mail drop box for the public.



FIG. 19: CARLSON BRANCH, INT. KITCHEN

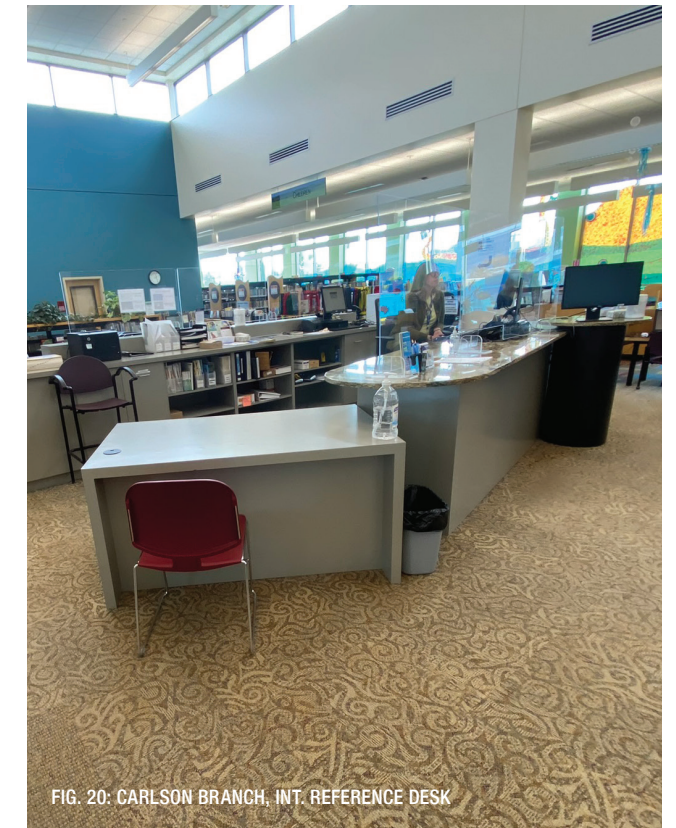


FIG. 20: CARLSON BRANCH, INT. REFERENCE DESK



FIG. 21: CARLSON BRANCH, INT. COMMUNITY ROOM



FIG. 22: CARLSON BRANCH, INT. PUZZLE DISPLAY

PHOTOS CARLSON BRANCH



FIG. 23: CARLSON BRANCH, INT. CHILDREN'S LIBRARY

STAFF'S NOTES

A dedicated area outside for library programming. This would include room for seating and tables.

Children's comments included: better placement of the Children's desk; more shelving space particularly for nonfiction; more display space for new books or specialized displays; larger Community Room and future space; and better outdoor access and space.



FIG. 24: CARLSON BRANCH, INT. CHILDREN'S STACKS

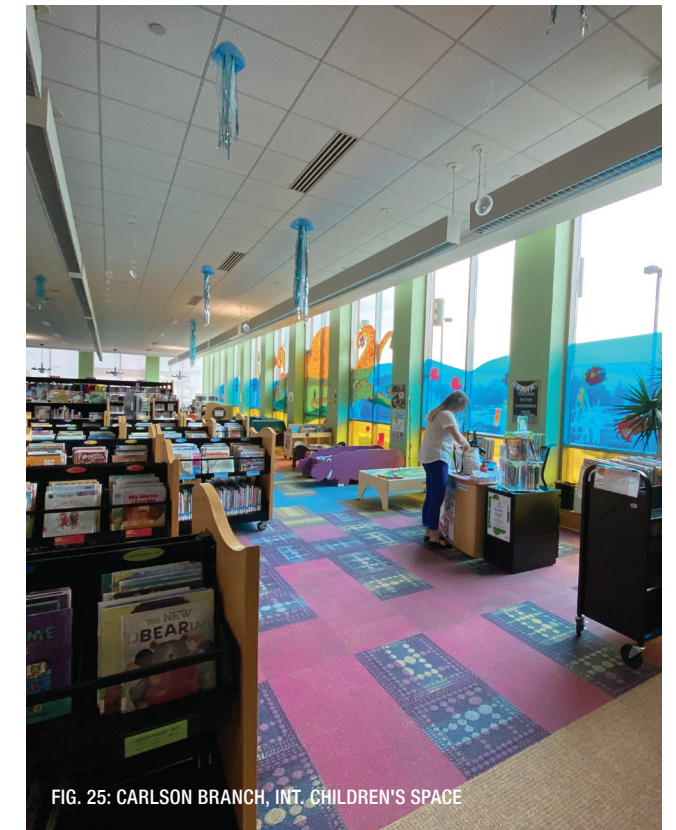


FIG. 25: CARLSON BRANCH, INT. CHILDREN'S SPACE



FIG. 26: CARLSON BRANCH, INT. MEDIA DISPLAY



FIG. 27: CARLSON BRANCH, EXT. NORTHWEST OUTDOOR SPACE

EXISTING PLAN MAIN BRANCH

STAFF NOTES

Designated area with sound dampening where patrons could take calls in a more private area without having to totally leave the library. Right now they often try to take private calls in the main stairwell or the bathrooms, both of which are loud and echo/amplify the sound.

Space to do a video call for things like interviews.

Need an accessible, and dedicated space in an enclosed room for patrons to be able to attend virtual meetings and events.

Video calls are huge - both for job interviews and the way the IRS and Social Security are now verifying users signing up to use their online services - people need to take a "live selfie" using video.

It would be good if the study rooms at Main had more sound dampening.

Not enough study rooms to meet current patron needs.

Lockers for patrons' personal items.

Vending machines that patrons can access (at locations that don't have a café).

The lack of teen space is big [...], both for the number of materials and also lack of programming space.

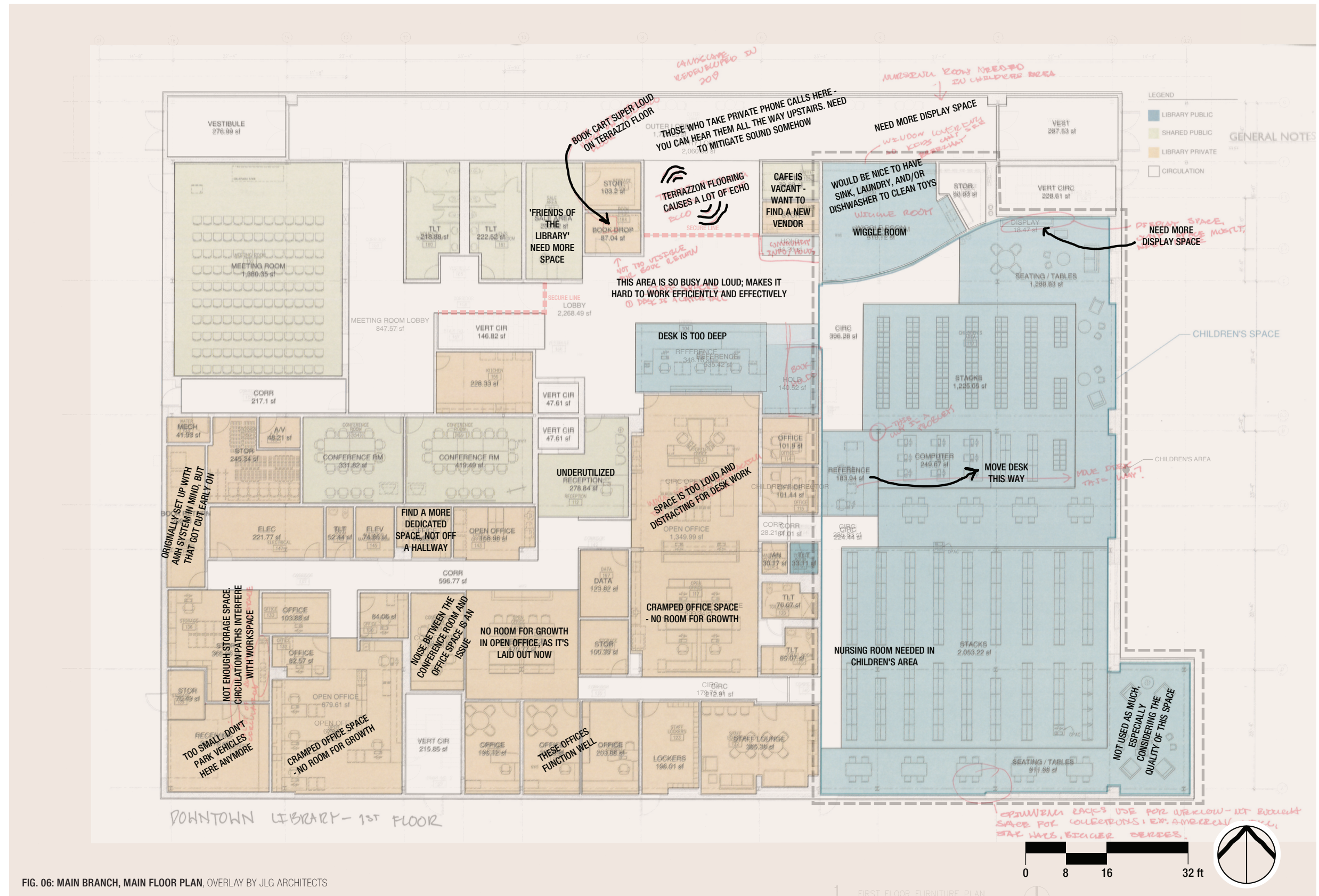


FIG. 06: MAIN BRANCH, MAIN FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

EXISTING PLAN MAIN BRANCH

STAFF NOTES

More space for teen books.

Teen room is too small for collection and doesn't have any room to do programming. Teen room is often being lounged in by adults rather than the intended audience -- could we develop more "loungue" style space for adults elsewhere and actually start policing the "leave the teen area furniture for teens" policy?

Patrons frequently walk face-first into the glass walls of the computer lab, it's not easy to see where the doors are

The inside book drop isn't very visible so people come up to the 2nd floor to do returns

Increased accessibility of printers.

It would also be really awesome if we had access to a big enough/accessible kitchen that we could use for programming or that could be open for public use. Something like a series where participants could explore cooking, tasting, and learning about food from all around the world.

Improved signage for the upstairs restrooms. Unless you are standing directly in front of it, it can be super easy to miss the blue wall with the small orange restrooms sign.

A staff restroom on the second floor.

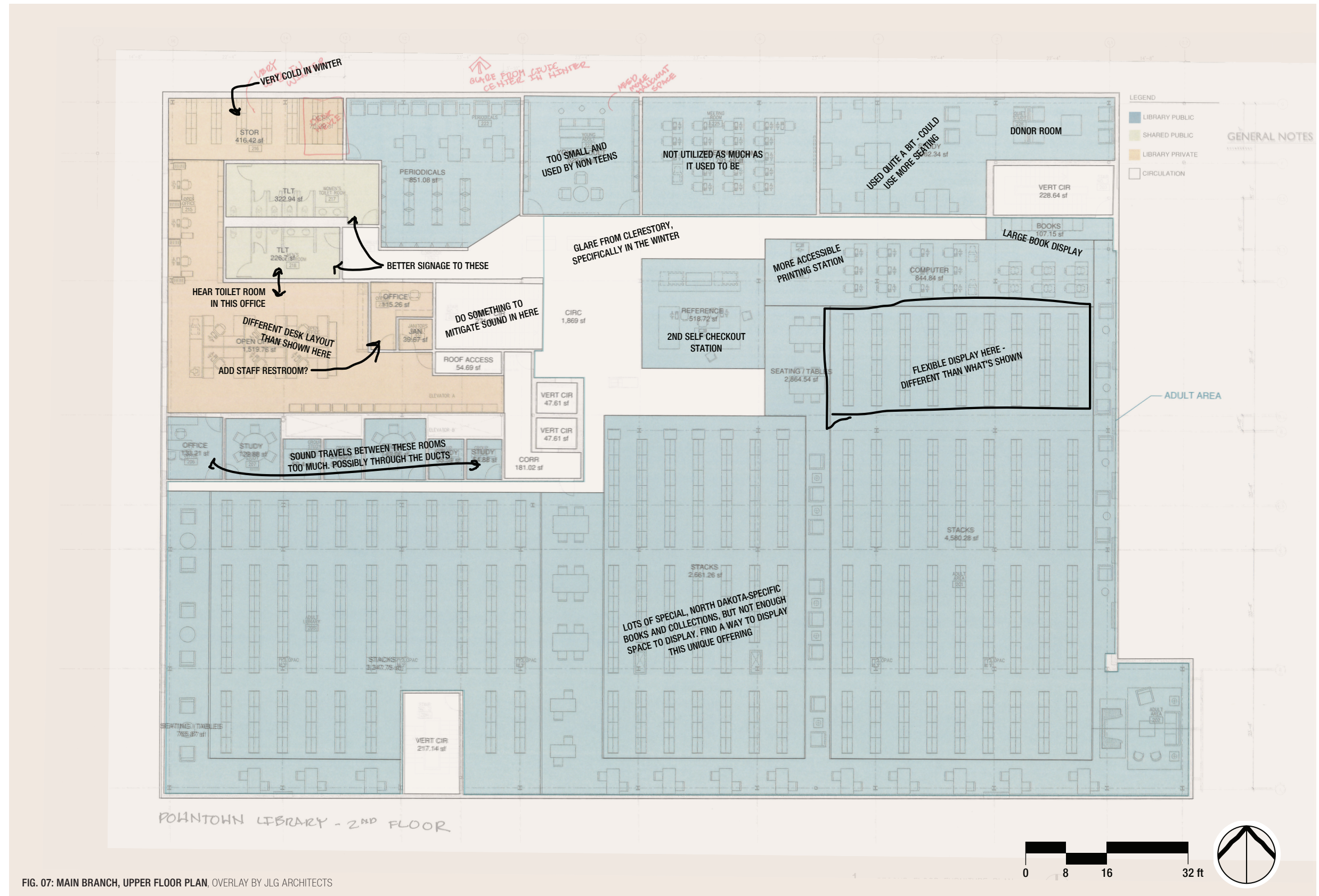


FIG. 07: MAIN BRANCH, UPPER FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

PHOTOS MAIN BRANCH

STAFF'S NOTES

Additional family-type non-gendered restroom on both floors that isn't in the Children's Library. Include an adult changing station in one or more restrooms.

Need nursing / pumping room for both staff and patrons.

A dedicated library archives area.the public? We've had a fair number of requests for this at Main.

Summary of Tech Services comments included: current workspaces are mostly adequate to good; space for deliveries and receiving will be quickly outgrown if input of items continues to increase; and if input of items increases, we will need space for a new person – probably somewhere in the main tech services work area. Entire department could also function at a different location if needed.

In regards to the garage, Tech Services said: no room for van; have to stay very on top of flow of incoming boxes or we run out of shelf space quickly; not a lot of space for staff bikes; floor is slippery when wet; no A/C in summer for staff in garage; if we increase the number of items coming into the library, we will very quickly not have enough space.

Not enough space for carts to work off of in the cataloging librarian's office.



FIG. 28: MAIN BRANCH, INT. UPPER LEVEL REFERENCE DESK



FIG. 29: MAIN BRANCH, INT. QUIET STUDY



FIG. 30: MAIN BRANCH, INT. CHILDREN'S AREA



FIG. 31: MAIN BRANCH, INT. WIGGLE ROOM

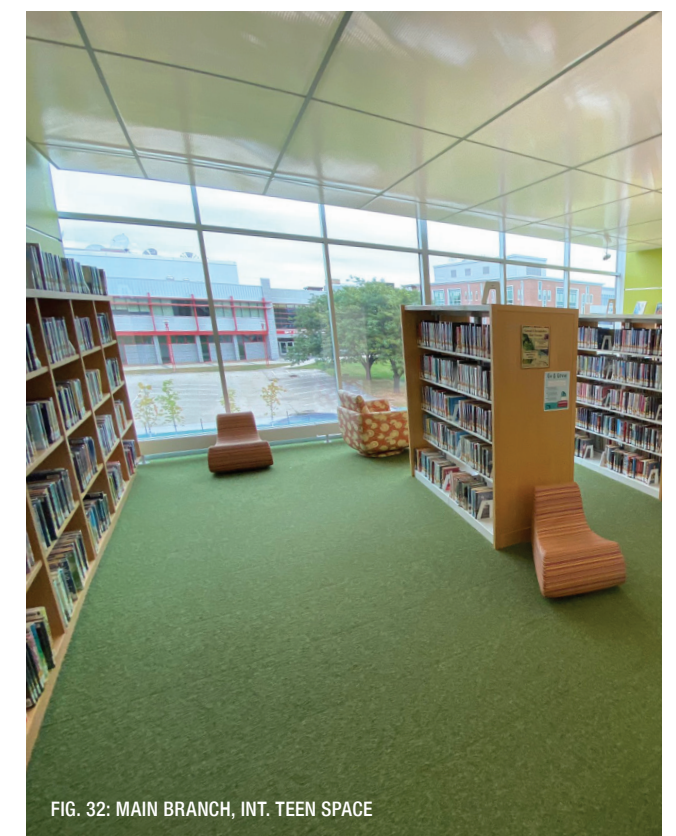


FIG. 32: MAIN BRANCH, INT. TEEN SPACE

PHOTOS MAIN BRANCH

STAFF'S NOTES

It would be great to have spaces for children and staff with sensory issues.

Outside bookdrop was meant to be a drive-up return. It was meant to allow patrons to drive through to return materials without getting out of the car. Currently, [it's] not always accessible as patrons can park there for unlimited time and other users have to park somewhere else, get out, and walk up to return their items.

We need cart storage areas, easily accessible for rapid turnover of empty-to-filled carts and vice versa, yet keeping them out of the way.

Circ office was designed with intention for Circ staff to shelve from small counter spaces directly onto carts kept in middle of room. Actual workflow of checking in items is different than workflow as imagined by architects. The office is literally too tiny to store/place/use carts in the manner originally intended. Now we use hallways to store carts, making them narrower and harder to navigate (and the hallways are always busy). Because the stack space upstairs is large and divided into several sections, we sort reshelving materials onto different carts by what section they will be shelved in within the stacks. Our volume of returns is too large and constant to have many full reshelving carts each with extremely varied contents. Long tables



FIG. 33: MAIN BRANCH, INT. BREEZEWAY



FIG. 34: MAIN BRANCH, INT. UNDERUTILIZED RECEPTION



FIG. 35: MAIN BRANCH, INT. ARCHIVES

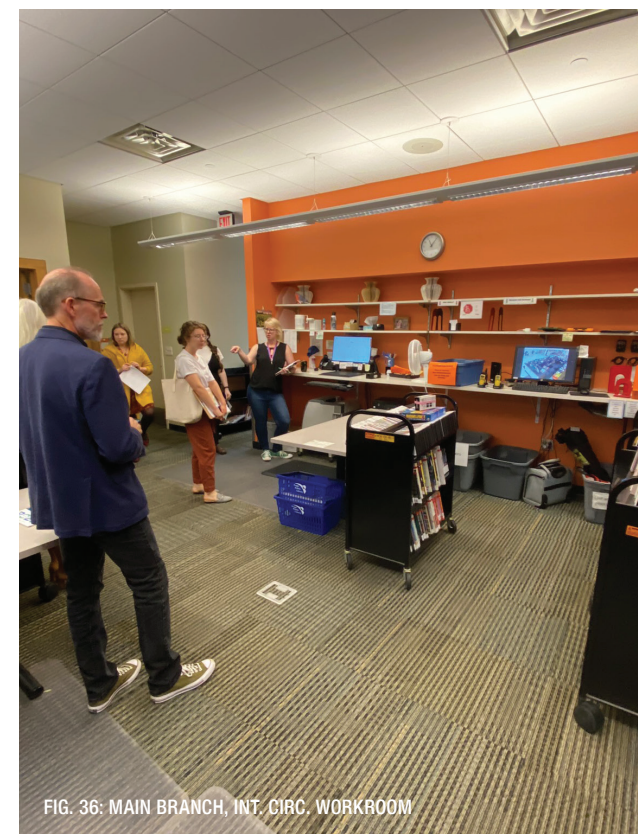


FIG. 36: MAIN BRANCH, INT. CIRC. WORKROOM



FIG. 37: MAIN BRANCH, INT. UPPER LEVEL OFFICES

PHOTOS MAIN BRANCH

STAFF'S NOTES

were added to check-in stations to facilitate better workflow. Long tables in check-in area should be height-adjustable.

Circ office storage space and shelves are not utilized the way they were intended. Circ needs have changed and/or staff found better/workaround uses for the storage spaces. Shelves are underutilized, too tall, can't be accessed by someone else if someone is working at a station.

Main Circ Leads cubicle placement isn't ideal; being sandwiched between the staff meeting room and admin offices, high traffic hallways, and the Xerox area can make it hard to focus. Non-admin fulltime (Circ) staff have small, cramped cubicles, but are the staff tasked with work that requires SPACE. Tasks include working from full carts while utilizing computer, rapid cycling through many stacks of items, storage of training materials, easy access to supplies, etc. Some previous Circ work cubicles have been in high traffic areas (i.e. Circ workroom), causing too many distractions for staff who were assigned there; we had to relocate staff. It would not be feasible to add any more staff cubicles.

Need more outlets both above the counters in the Circ Workroom and at the Circulation desk, to charge electronic circulating materials like Launchpads, Mobile Hotspots, etc. Need more outlets

in Circ work areas (including front Circ desk) in general—for equipment, printers, computers, and peripherals.

Circ has cart storage issues and other storage issues because Children's Department needs to store projects and supplies, and it overflows to Circ areas.

Back bookdrop room was originally intended to house an AMHS; however, the space was not actually feasible dimension-wise to hold an AMHS. However, consider automated book return slots in front and back bookdrop rooms. See Automated Return Station (not a full AMHS). Back bookdrop room gets used as storage area for several departments. Front bookdrop room also gets used as a storage area for Circ, to a lesser extent.

Need more/better space to implement Bug Zap tent/machine (for treatment of bed bugs) when required to set it up and use it. Requirements: sufficient electric protection for high-powered space heaters, two outlets next to each other on separate breakers, out of the way of the public area (including being out of the public areas while moving items back and forth), sufficient floor space for tent setup, sufficient floor space for bagged materials waiting to be treated; floor space must be covered in carpet so as not to leach too much heat from the tent. Currently, we are using the Staff Conference Room when needed to utilize the Bug Zap, but it's still a very tight space and requires us to move heavy tables and chairs around and preempt other meeting reservations when we need to use it.

There are two staff bathrooms on the first floor, but they always seem to be constantly in use by staff from both first floor and second floor. Need staff bathroom on the second floor.

Entrances not visible from any service desk.

Concourse is not visible from any service desk.

While it is outside of library property purview, the Sodbuster Plaza is overgrown, making it easier to conceal activity/harder to monitor. Staff have been jeered and harassed from the overgrown Plaza as they walk daily over to City Hall to deliver the mail. Patrons have reported being assaulted in the overgrown Sodbuster Plaza (victim declined to report to police). Sodbuster Plaza is not visible from any service desk.

Consideration: two library floors are harder to both keep staffed, and to keep secure. Need more Library staff to be able to maintain customer service points and minimum staffing requirements. Multiple sectioned areas of Main library on both floors require constant oversight by either staff or contract security. Not enough of either. Needs better security, ideally City-hired and Library-trained (as opposed to standard contract security).



FIG. 38: MAIN BRANCH, INT. MAIN CIRC. DESK



FIG. 39: MAIN BRANCH, INT. MAIN CIRC. DESK 2

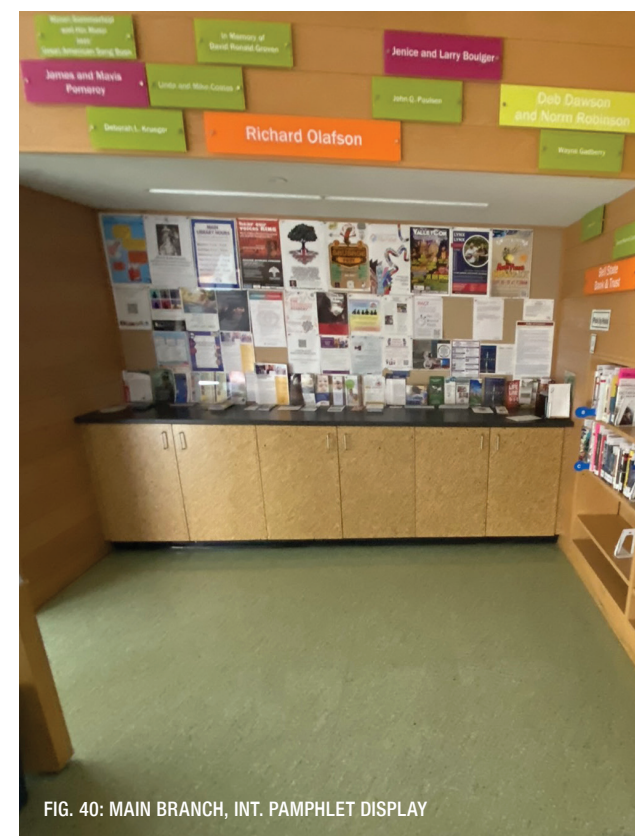


FIG. 40: MAIN BRANCH, INT. PAMPHLET DISPLAY



FIG. 41: MAIN BRANCH, INT. BREEZEWAY MURAL

PHOTOS MAIN BRANCH

STAFF'S NOTES

Patrons walk into glass walls. Patrons have sustained injuries from bouncing off the glass and then falling to the ground. White stickers have been added but it doesn't fully resolve the issue.

Need higher visibility/higher security places to lock up bikes. Maybe a semi-indoor bike rack in the breezeway. Could be potentially problematic as bikes would be unobtainable if left at the library once the library closes. Bikes are stolen even with locks on. Staff have to tell patrons they can't bring them inside even when they're trying to prevent them from being stolen. Sometimes patrons with mobility issues have asked to bring in their bike into the lobby.

Circ Desk is too tall (height is 42" but should probably be 38"). Tables for checked-in items in the Circ room are too low (should be adjustable height). Circ staff (especially Circ Leads/LAIs) do not have proper door access to all the places they need to go.

Custom woodwork hold shelf is not tall enough to utilize all four adjustable shelves per bay. There was not enough consideration to the size of items that would regularly be put onto the shelves. Custom woodwork hold shelf does not allow for expansion of number of holds. We have had to resort to an overflow cart at the end in front of the wall during periods of high hold utilization by patrons. When the

holds are contained within a too-small set of shelving bays, any additional items being added to the shelf require more shifting efforts bay by bay in order to maintain.

Back bookdrop chute is too low, so the return bin gets jammed full quickly. Our current book bins have a drop-side for user accessibility and for sliding the bin under the chute. Replacement bookdrop bins currently on the market are too tall to fit under the chute (i.e. the chute was not placed high enough), so if something happens to our current bins or if we need more bins, the replacements will not work.

Circ staff have to monitor meeting rooms and make sure people using meeting rooms have packed up before close.

Intercom does not announce in Meeting Rooms. Not helpful for emergency announcements. Not helpful for closing announcements.

Elevator does not go to Penthouse. Things are stored in the penthouse. Lack of storage space throughout building.

Meeting room emergency exit hallway acts as meeting room storage, which is both inconvenient (having to disarm and re-arm alarms) and possibly a safety issue.

The terrazzo flooring buckles and breaks. Uneven flooring. Trip hazard. Windows leak when it rains. Pipe in garage gets condensation and drips in humid weather; this affects library materials in shuttle tubs, causing damage to library materials. Fountain display unit in concourse malfunctions on the regular. Requires regular cleaning and maintenance. Drop-ceiling in center of lobby gets gross and dirty inside. Pieces of ceiling tile break and fall from the ceiling on occasion. Staff entrance door doesn't shut. It is fixed for now, but it has been fixed before and then malfunctions again. Also, door is highly difficult to maneuver on windy days. We have added a door stop so the door doesn't become hyperextended. A few years ago, a staff person got knocked out by the door flopping open or closed in the wind, and had to go to Urgent Care with a head wound.

Patrons trip on the stairs (stair heights are uneven; stairs are hard granite). The steps on the main staircase are visually hard to see when ascending or descending. You can't easily see when the step ends because the color of the granite all blends together. Patrons and staff find it hard to navigate the stairs with the open spaces between the steps. Weird dead space under the main stairwell. People like to be under there, so we decorated it. Sometimes children try to hang on the steps from under the stairwell, leaving their exposed fingers to be stepped on.

Patrons are often confused where the entrance/exits to the building are. Front glass lobby doors: children pull the glass lobby doors shut all the time

and can get their fingers pinched on the hinge side between the glass doors and glass walls. West and east entrance sliding doors malfunction on the regular, and they misfire on windy, rainy, snowy days. Circ often has to troubleshoot. Staff doors are not wide enough to push large bookdrop bins through easily. Book bins must go through multiple doors between bookdrop and Circ workroom. Door framing is all dinged up from the bookdrop bins. Glass plate door (at side gate) is not great. People can walk through the gap between the plate and the stairs, so we don't even use it. Glass plate locking mechanism is on the floor, which not all staff can physically maneuver.

Glass and smooth surfaces everywhere creates distracting echoes.

Lobby bathroom signage is not clear. The Rest Room and Meeting Room signs should be switched around. Signs are too high up to catch patrons' eye.

Glass office next to the Reception area was created for Gladys Ray/Library staff person Jillian (it replaced a previous and unused "reception" desk). It's not soundproof; that position is currently not filled, but when in use, sound coming from there was a disruption to Circ Leads cubicles.

Sunflower mural area at lobby is a big ol' dead space. If everything were scooted up, we could have had more space in Circ Workroom and Children's Offices. "Reception" area is not used. Quiet study room is underutilized, but also cannot be repurposed because of donation. Lunch counter in staff break room is not utilized (not deep enough, things get left on the counter).

Friends' book store lock on sliding door is on the floor where the elderly volunteers cannot access it.

Friends' bookstore is literally bursting out of their space. Carts are kept in hallway / walkway / security gate area on ongoing basis.

Additional comments / wishes from the Friends' Bookstore space: (1) A different orientation for the check-out counter. Many of our volunteers (and occasionally myself) do not feel safe staying behind the counter as it is a nicely designed trap. (2) Lighting and or signs that would call a bit more attention to our little corner of the world. Many people have responded with, "There's a bookstore there?". (3) Seems to me that the book return area would be a natural extension of the space and could help solve both of the above issues. We could expand into that and the book return could be on the other side of the main doors in the old cafe space. (4) I would love a stand of some sort to raise our middle island of shelves about 8 inches to get the bottom shelf off the floor. (5) Storage. We need storage.

EXISTING PLAN NORTHPORT BRANCH

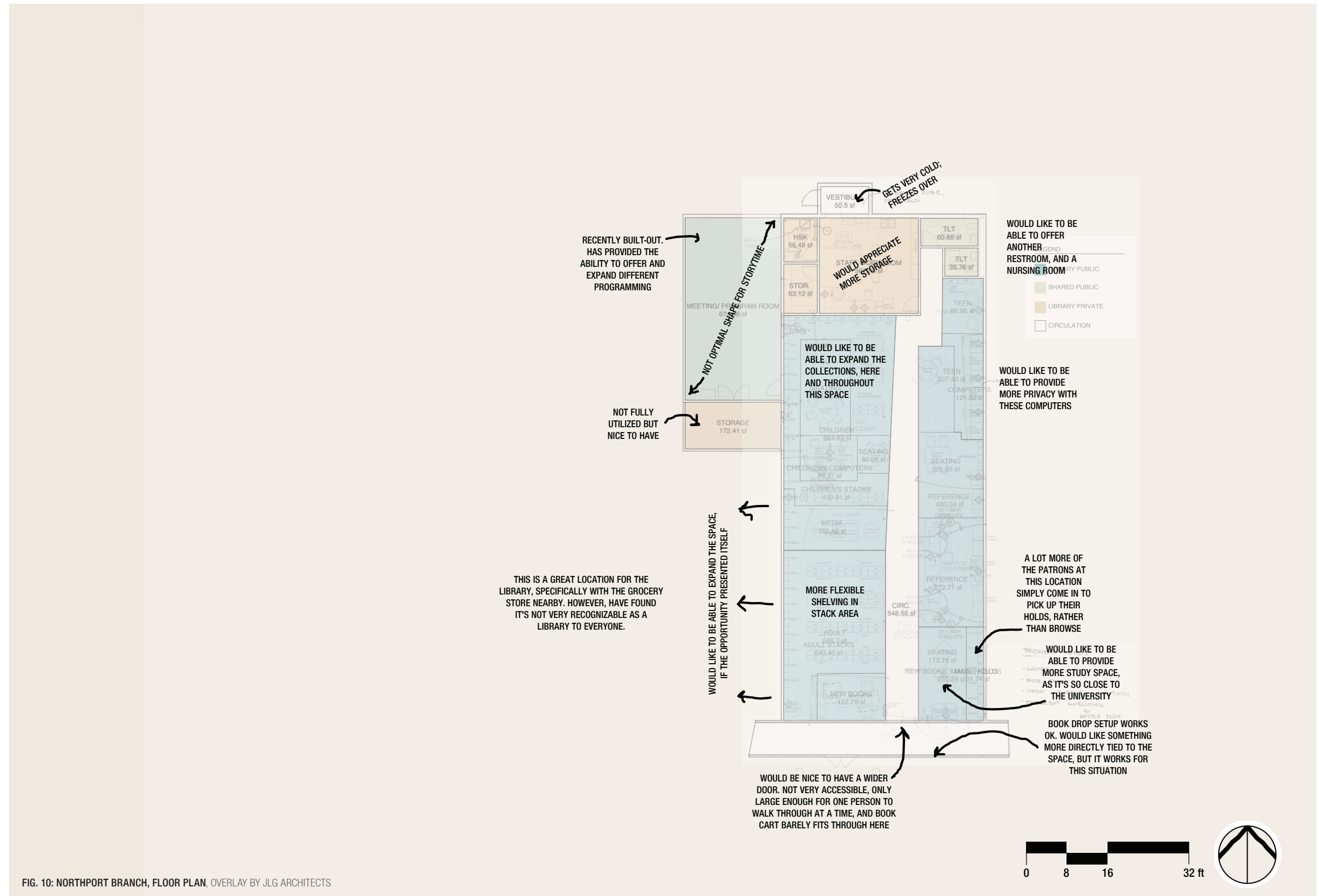


FIG. 10: NORTHPORT BRANCH, FLOOR PLAN, OVERLAY BY JLG ARCHITECTS

PHOTOS

NORTHPORT BRANCH



FIG. 42: NORTHPORT BRANCH, INT. STACKS



FIG. 43: NORTHPORT BRANCH, INT. BOOK DROP



FIG. 44: NORTHPORT BRANCH, INT. SEATING



FIG. 45: NORTHPORT BRANCH, INT. CHILDREN'S AREA



FIG. 46: NORTHPORT BRANCH, INT. MEETING ROOM

3.0 WHAT WE STUDIED



FIG. 02: CARLSON BRANCH, EXT.



FIG. 03: MAIN BRANCH, EXT. BOARDWALK



FIG. 04: NORTHPORT BRANCH, EXT. ENTRY

BACKGROUND

After walking through the existing library branches, talking with staff and administration about their current situation and future plans, we went back and began collecting data and studies which provided us a deeper contextual knowledge of the region and its anticipated growth. This information was found independently by our team, as well as through documents provided by staff at the City of Fargo, Fargo Public Schools, and the Fargo Public Library. Many of the graphics found on the following pages and throughout this book are pulled from those documents and referenced later in the appendix of this study.

Additionally, LibraryIQ conducted a thorough analysis of FPL collections, including circulation by collection code and branch using the LibraryIQ Analytics Platform. This analysis revealed that while 18 collection codes generate 90% of circulation at all locations, the collection is recent and all items circulate regularly. A shelf space analysis studied linear feet of shelving by collection code at all locations and concluded there is little opportunity to create more space in library buildings by reducing the physical books and shelves.

Fargo Public Library maintains expansive physical collections of books and other materials at other locations. Most spaces are filled with bookshelves. Using the LibraryIQ Analytics Platform, LibraryIQ evaluated each collection code at each branch to determine whether the materials were checked out regularly and therefore merited the investment in space.

The analysis bore out staff perception that materials do indeed circulate. Collections at all locations are weeded (withdrawing materials that are out-of-date, non-circulating or in poor condition) regularly. The result is materials are checked out regularly and patrons have a robust selection of items when they visit their favorite branch.

On balance, each branch could rebalance collections, reducing linear feet for some codes and adding linear feet for other codes. The result would be added linear feet of shelving in all branches.

- Main: add 55 linear feet
- Carlson: add 1,363 linear feet
- Northport: add 257 linear feet

Finally, our team stepped back and tried to take all the knowledge we'd accrued to that point, including getting more context around Fargo Public Library's strategic priorities and vision, to explore possible different locations for a future branch. This was something that was expressed by staff and administration as something that might be needed in the future to properly serve the residents of Fargo, but had not been specifically explored up until this point. Our review of the city's stretching boundaries and of future proposed development throughout it, helped us come up with some ideas about where a future location might be best placed to fit within the context of the growing community. Please note the "proposed" location(s) expressed in this report are merely suggestions, which would need to be further explored through future conversations with other entities, as actual development that pushes the city to the north and south.



FIG. 47: MAIN BRANCH, INT. UPPER LEVEL STACKS

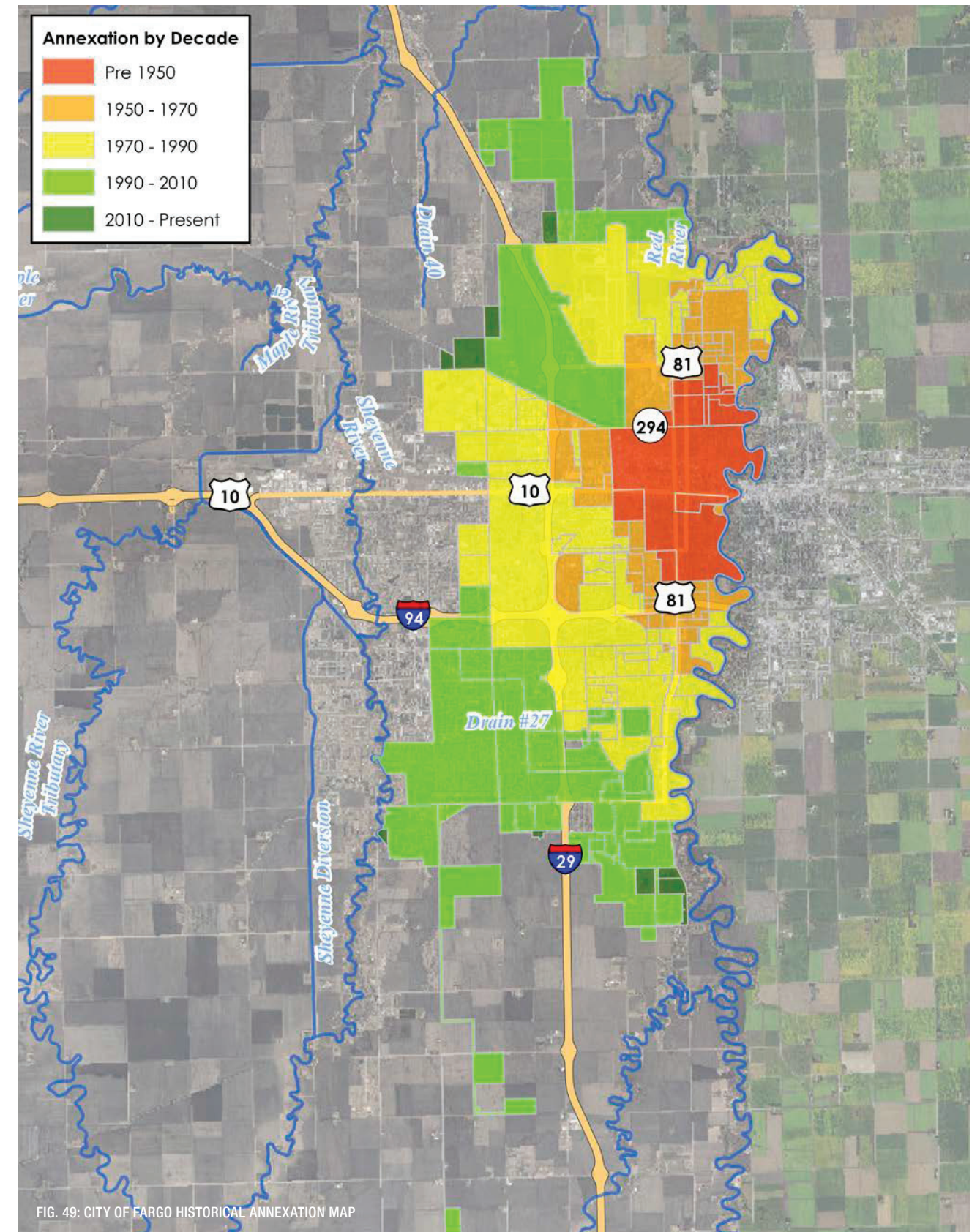
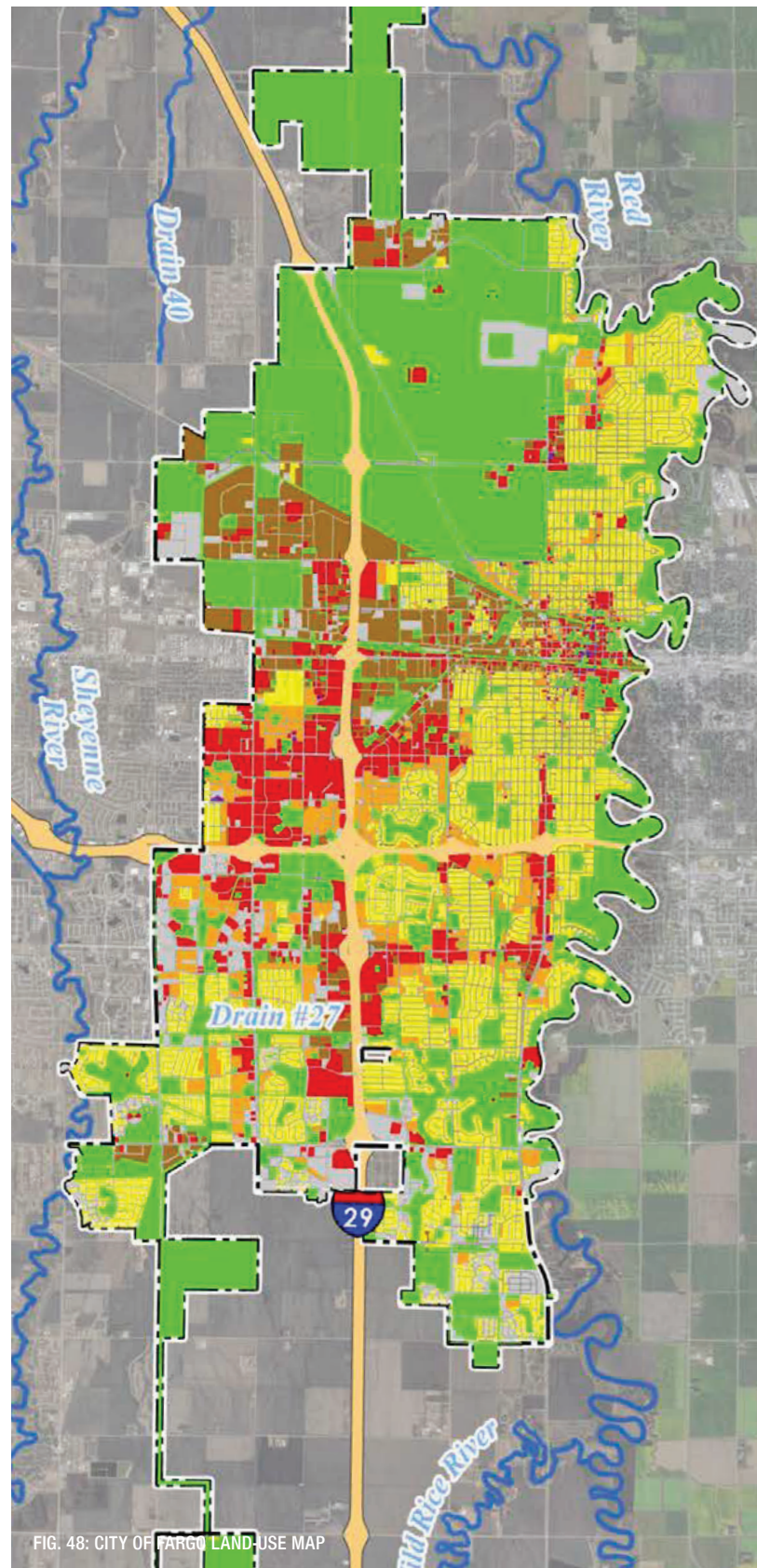
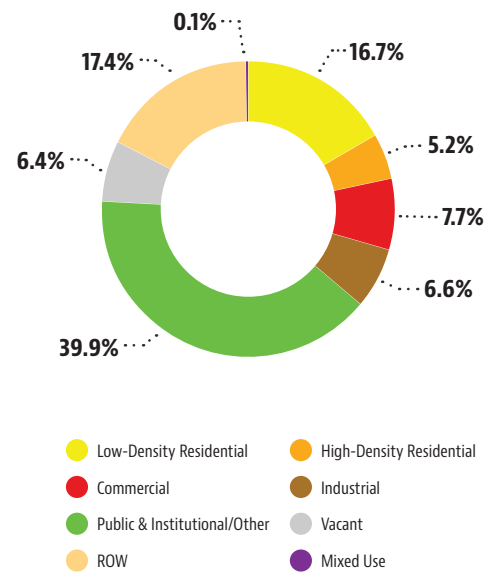
DISCOVERY

CITY & REGIONAL GROWTH

CITY OF FARGO INFORMATION

The City of Fargo shared with us a planning document created in 2019 which takes historical data and statistics, as well as future growth projections, to develop two (2) specific growth scenarios for the city of Fargo.

In these two maps pulled from this document, you can see on the right how the city has annexed land in previous eras, as well as the land-use breakdown established in this study, as of 2019.

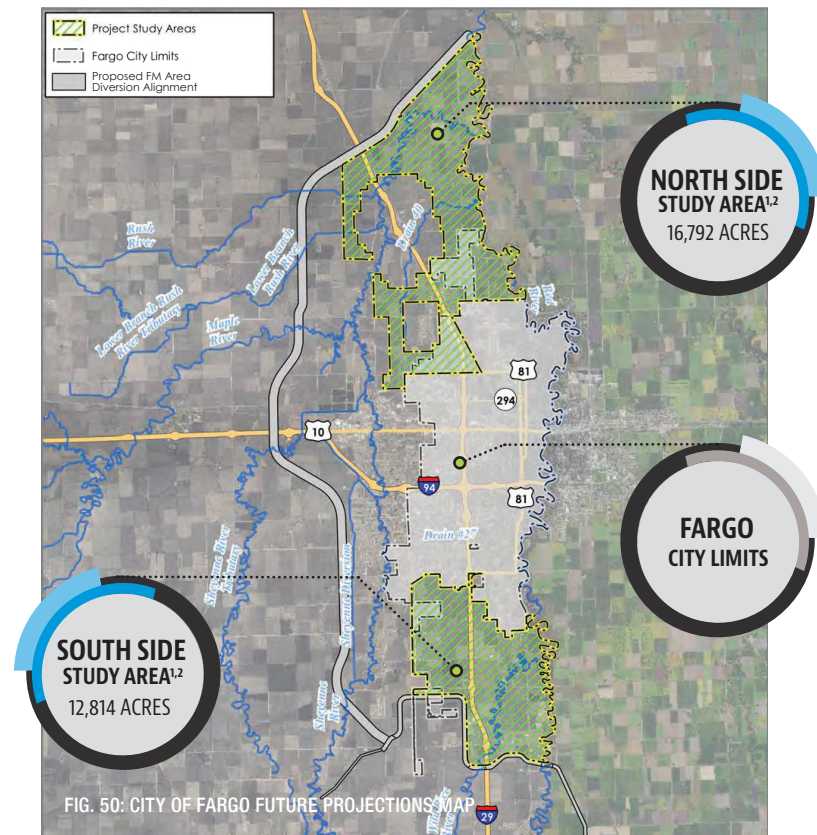


DISCOVERY

CITY & REGIONAL GROWTH

CITY OF FARGO INFORMATION

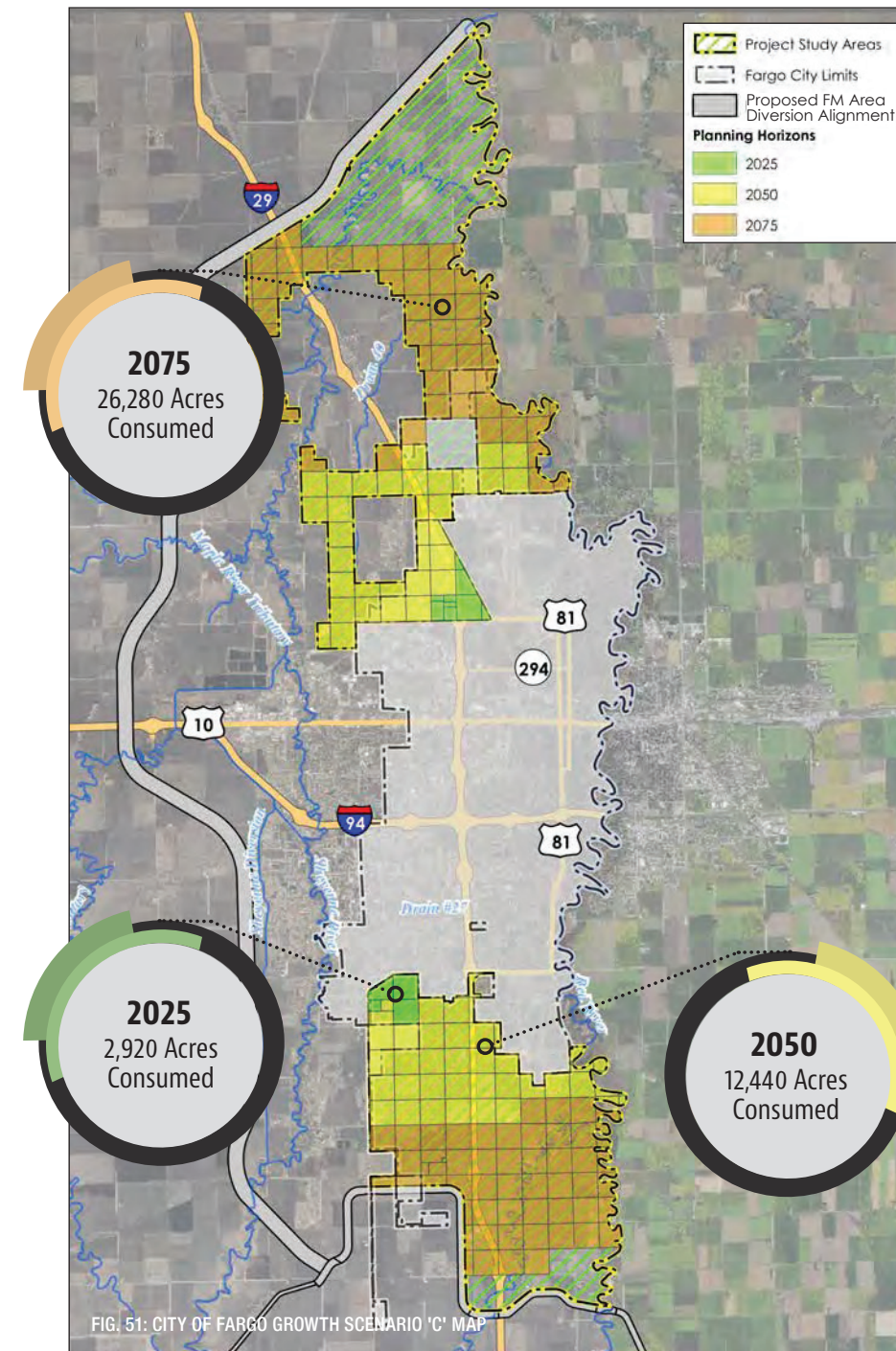
Using the same document referenced on the previous page, the two maps shown here demonstrate the growth projections we used in our mapping studies, shown later and throughout this section. Growth Scenario C was selected for our purposes, due to the median population growth projected.



TEXT FROM THE STUDY

FUTURE PROJECTIONS

After the historical growth trends and existing land use were evaluated, the next step was to analyze future growth projections, and ultimately determine methods for Fargo to accommodate the future growth. Two study areas were considered, the North Side Study Area and the South Side Study Area, which are shown on the map below.

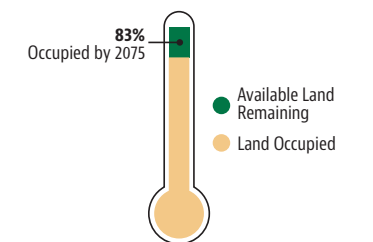


GROWTH SCENARIO C

Increased Density with Median Population Growth

POPULATION DENSITY
5.20 People per Acre

2025 POPULATION: 135,500 (15,144 Added)
2050 POPULATION: 185,000 (64,644 Added)
2075 POPULATION: 257,000 (136,644 Added)



ESTIMATED SCHOOLS & PARKS NEEDED BY 2025:

- Elementary Schools: 3
- Middle Schools: 1
- High Schools: 1
- Park and Recreational Facilities: 12

2025

DWELLING UNITS REQUIRED
5,940 - 7,020
(2.0-2.4 DU/ACRE)

2050

DWELLING UNITS REQUIRED
25,360 - 29,930

TEXT FROM THE STUDY:

GROWTH SCENARIO C - Increased Density with Median Population Growth

A population density of 5.20 people per acre was selected for this scenario (Omaha, NE), which is slightly higher than Fargo's current population density. The population density of 5.20 was paired with the median (midpoint between the highest and lowest population projections) population projection.

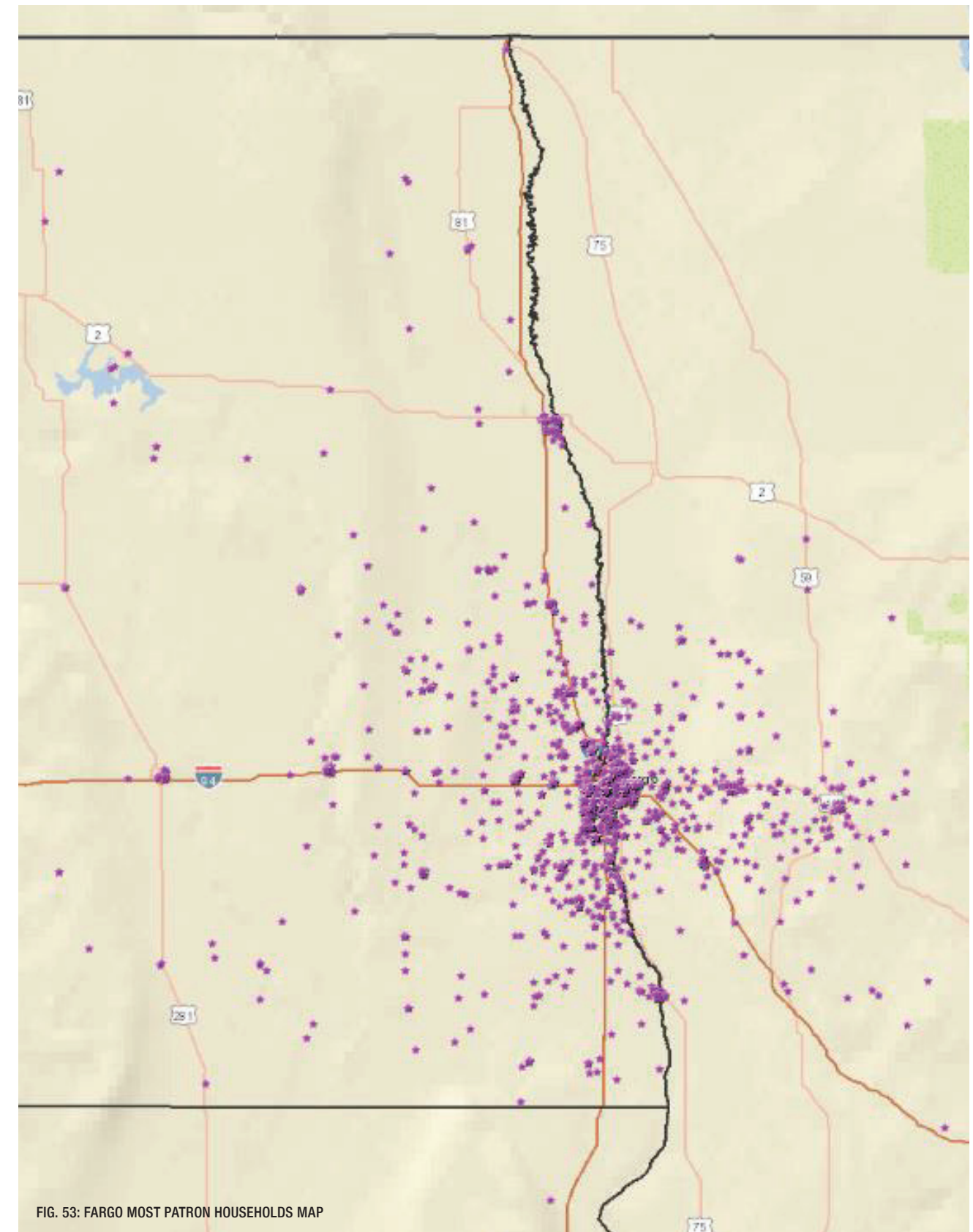
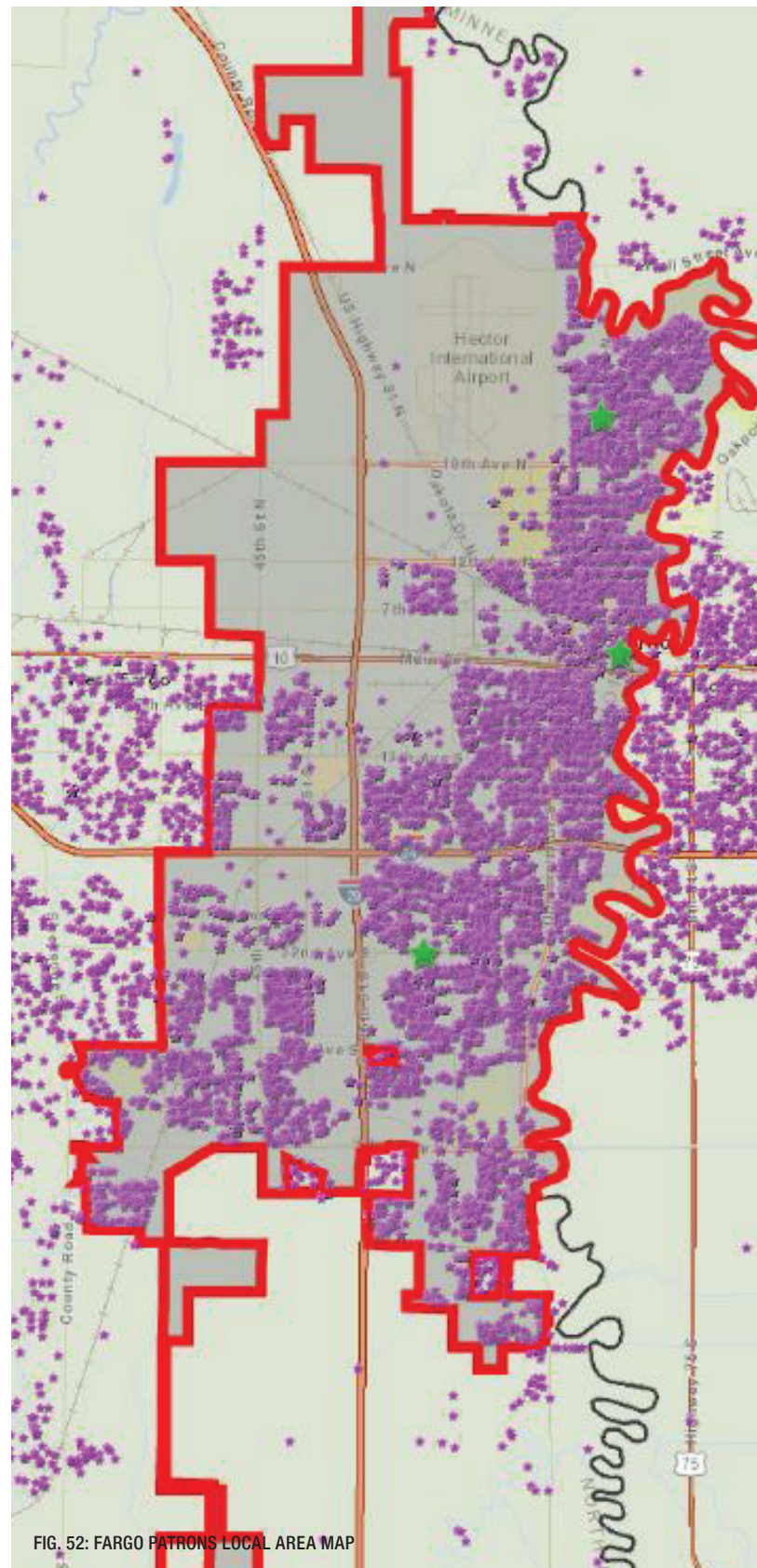
DISCOVERY PATRON DATA

CARDHOLDING HOUSEHOLDS

The LibraryIQ Analytics Platform provided detailed analysis of where registered Fargo Public Library (FPL) cardholders live along with library locations. In both maps, each purple dot represents a library cardholder household. Large green dots represent current library locations.

The map on the left illustrates that FPL has a large number of cardholders who travel 20 minutes or more by car to get to a library. A relative few live within a 20-minute walk. Cardholder households in the south and west areas of Fargo have especially long travel times.

The map on the right illustrates how many cardholders live far outside Fargo city limits, illustrating FPL's reach into rural areas.



DISCOVERY

COLLECTIONS ANALYSIS

CARLSON BRANCH

CIRCULATION: RELATIVE USE

We calculate relative use (RU) in master planning to help fine the right balance between space for collections and space for people in library buildings.

Relative use is the ratio of the percentage of Library's circs vs. percentage of Library's holdings for each collection code. Circulation period (21 days for books, 7 days for DVDs, etc.) is taken into account.

90% OF CIRCULATION IS GENERATED BY THE 18 COLLECTION CODES BELOW

- CBoardbook, Videogame, Cgraphic, CReader and LP Fiction could grow
- SciFict and Nonfiction could be weeded to make space

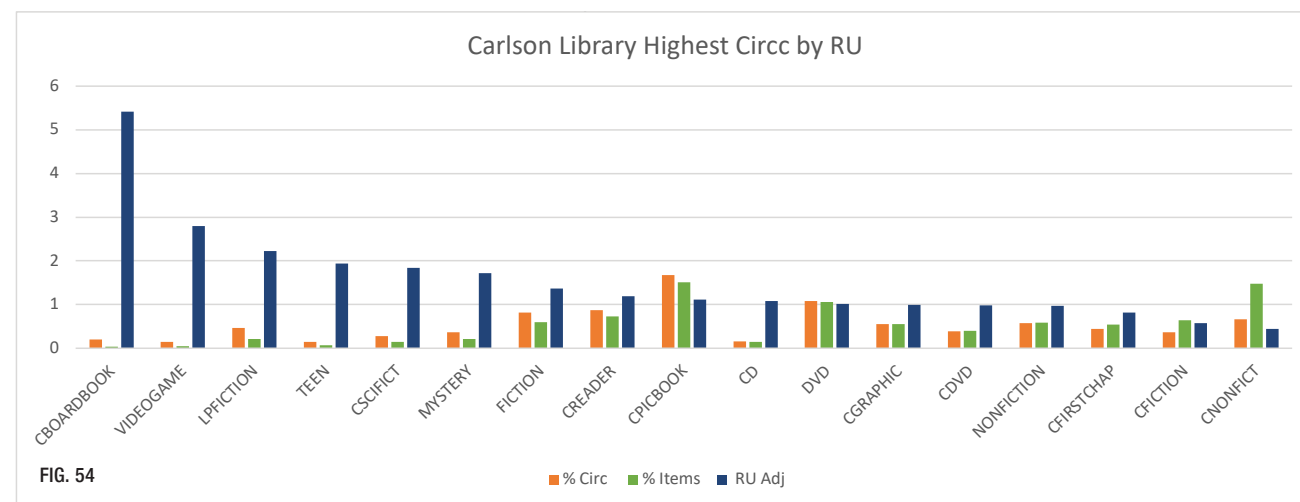


FIG. 54

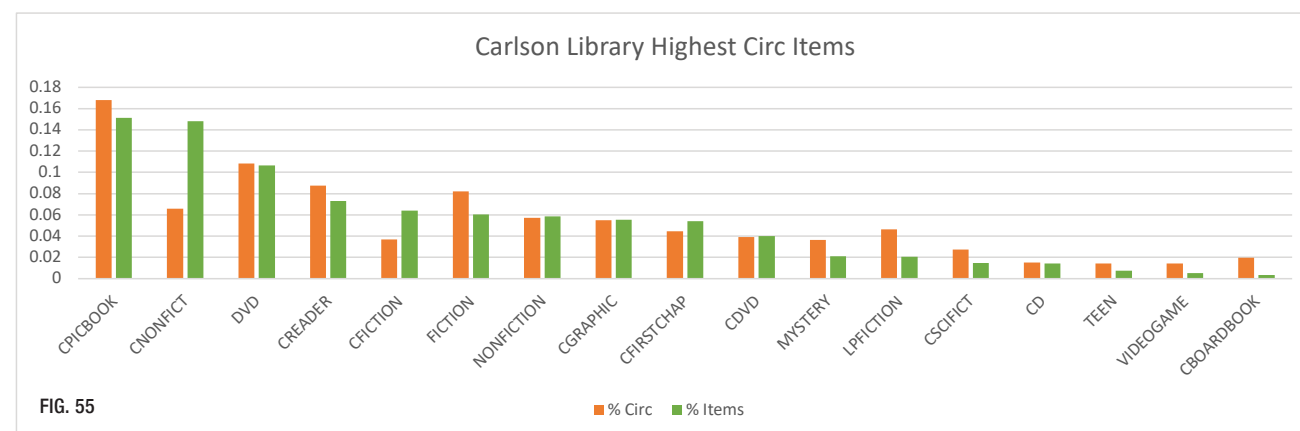


FIG. 55

CIRCULATION: RELATIVE USE

Goal - 1:1 Ratio. If a collection makes up 30% of holdings, it should make up roughly 30% of circs

- RU >1 = Collection is too small
- RU <1 = Collection is too large

Thoughts to consider:

- In critical collection areas such as health, finance, travel, and decorating ensure 70% of collection was published in the past five years.
- In high use Dewey areas, buy multiple copies of the best books rather than single copies of many titles. Patrons are better satisfied and circulation rises.

10% OF CIRCULATION IS GENERATED BY THE COLLECTION CODES BELOW

- More opportunity to gain space by weeding
- CBoardgame, Boardgame, Launch, CKit,TNonFiction, Graphic could grow

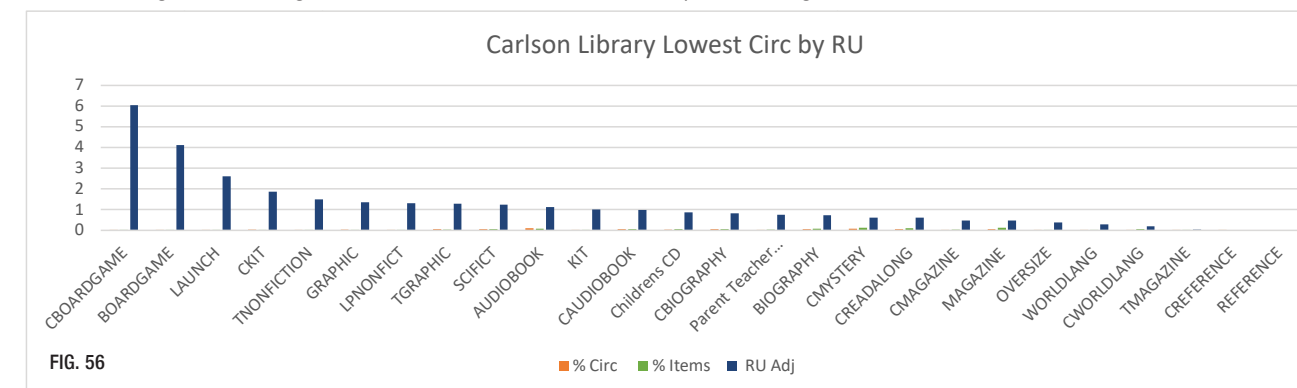


FIG. 56

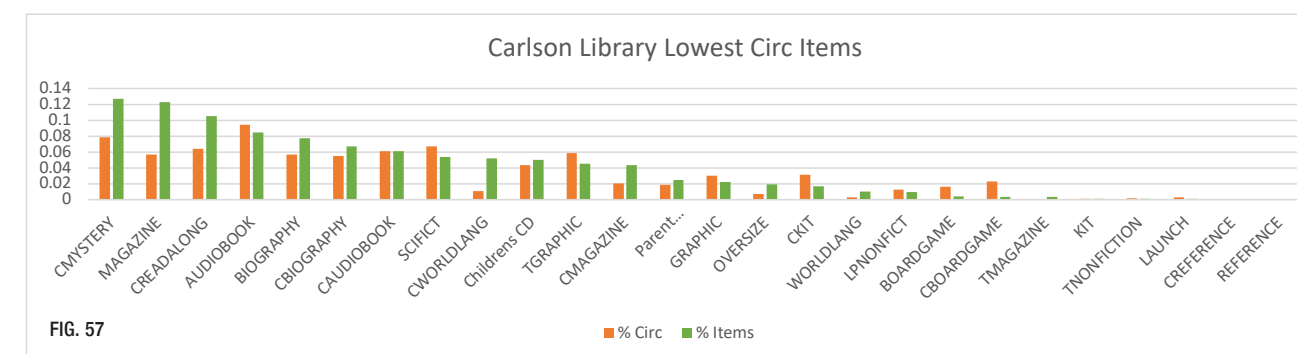


FIG. 57

DISCOVERY

COLLECTIONS ANALYSIS

MAIN BRANCH

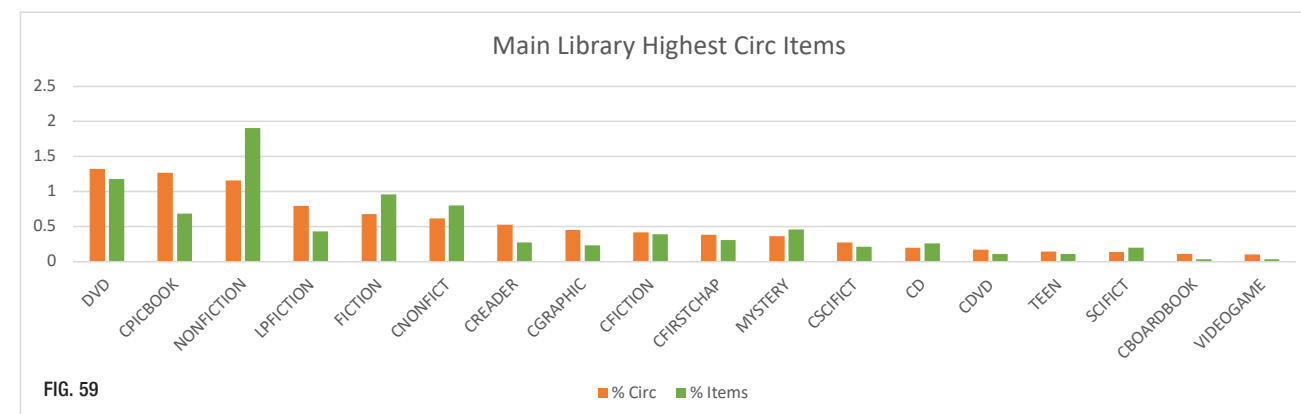
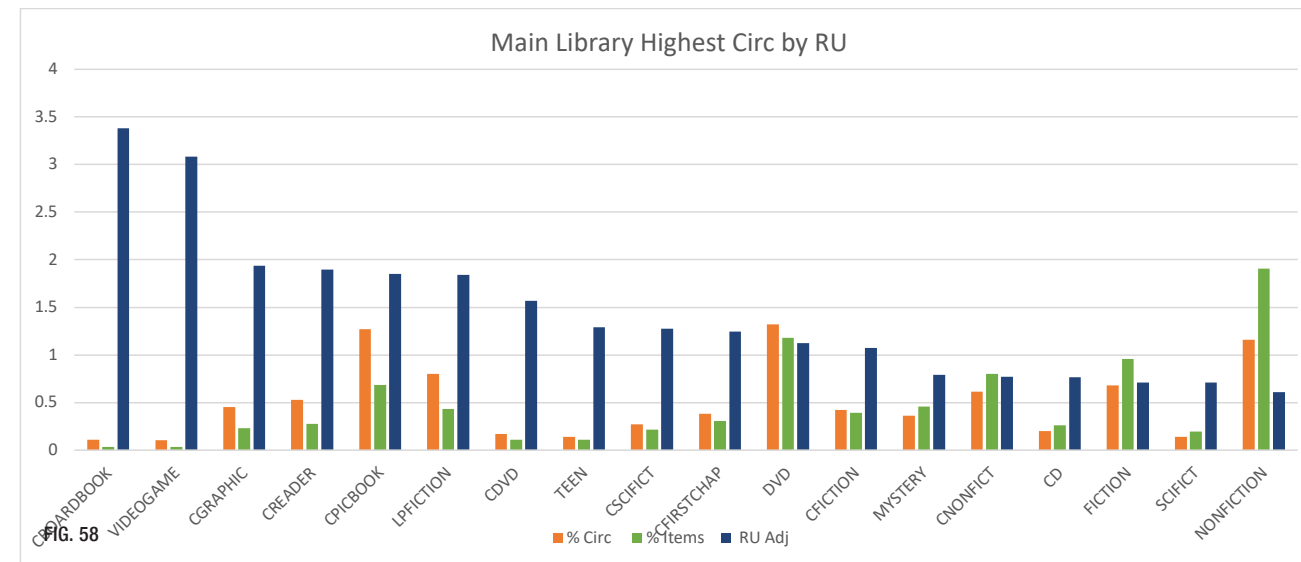
CIRCULATION: RELATIVE USE

We calculate relative use (RU) in master planning to help fine the right balance between space for collections and space for people in library buildings.

Relative use is the ratio of the percentage of Library's circs vs. percentage of Library's holdings for each collection code. Circulation period (21 days for books, 7 days for DVDs, etc.) is taken into account.

90% OF CIRCULATION IS GENERATED BY THE 18 COLLECTION CODES BELOW

- CBoardbook, Videogame, Cgraphic, CReader and LP Fiction could grow
- SciFict and Nonfiction could be weeded to make space



CIRCULATION: RELATIVE USE

Goal - 1:1 Ratio. If a collection makes up 30% of holdings, it should make up roughly 30% of circs

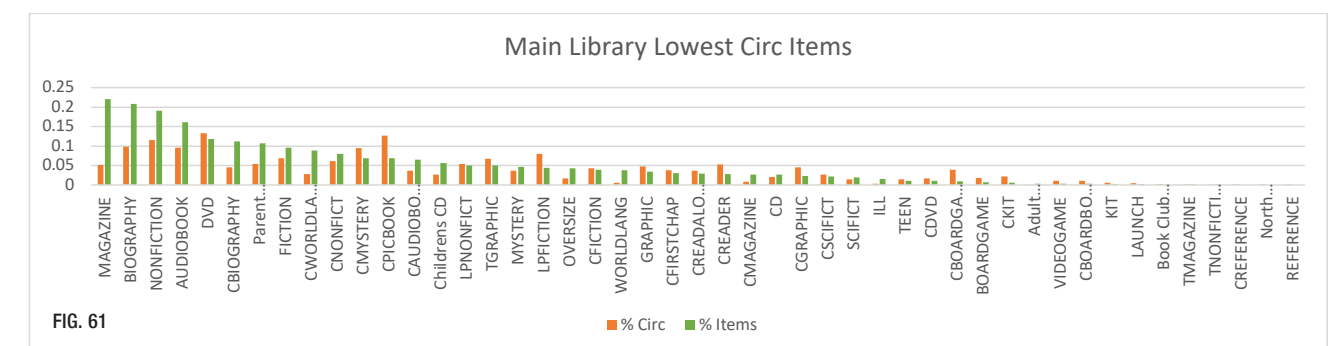
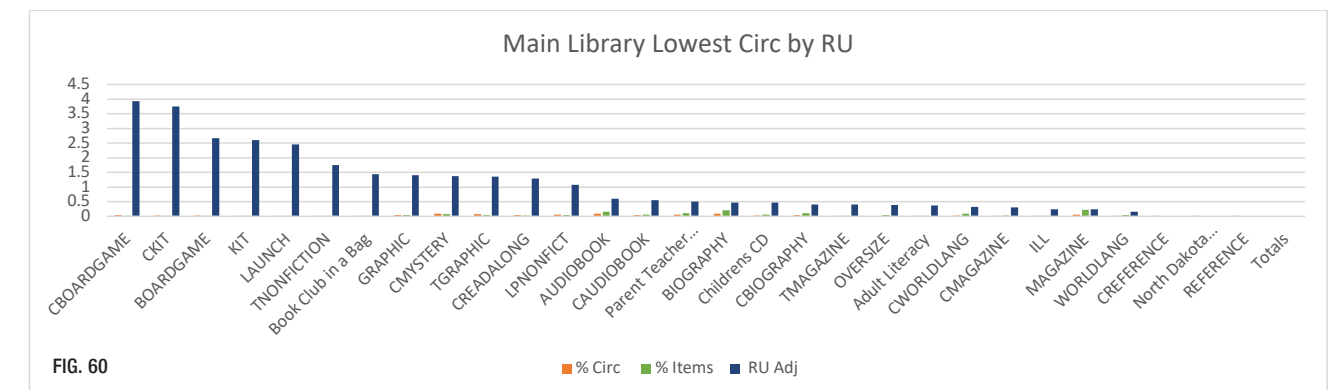
RU >1 = Collection is too small
RU <1 = Collection is too large

Thoughts to consider:

- In critical collection areas such as health, finance, travel, and decorating ensure 70% of collection was published in the past five years.
- In high use Dewey areas, buy multiple copies of the best books rather than single copies of many titles. Patrons are better satisfied and circulation rises.

10% OF CIRCULATION IS GENERATED BY THE COLLECTION CODES BELOW

- More opportunity to gain space by weeding
- CBoardgame, CKit, Boardgame, Kit, Launch could grow



DISCOVERY

COLLECTIONS ANALYSIS

NORTHPORT BRANCH

CIRCULATION: RELATIVE USE

We calculate relative use (RU) in master planning to help fine the right balance between space for collections and space for people in library buildings.

Relative use is the ratio of the percentage of Library's circs vs. percentage of Library's holdings for each collection code. Circulation period (21 days for books, 7 days for DVDs, etc.) is taken into account.

90% OF CIRCULATION IS GENERATED BY THE 18 COLLECTION CODES BELOW

- CBoardbook, Videogame, CGraphic, CPicBook, CReader, Mystery could grow
- CNonFict, CSCIFict, CFiction, CDVD could be weeded to make space

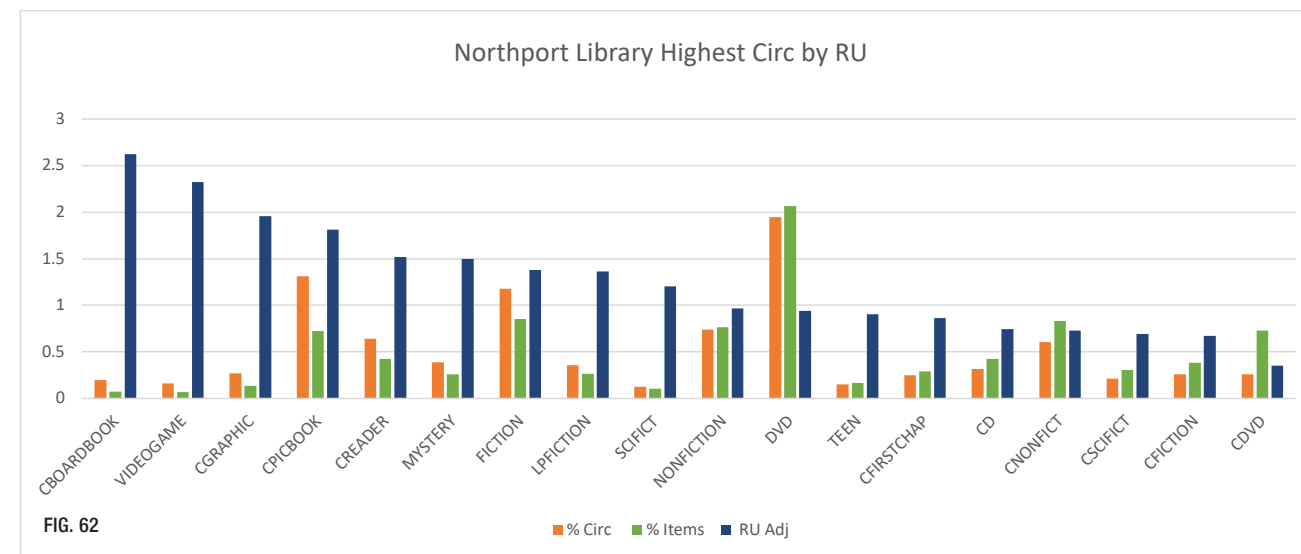


FIG. 62

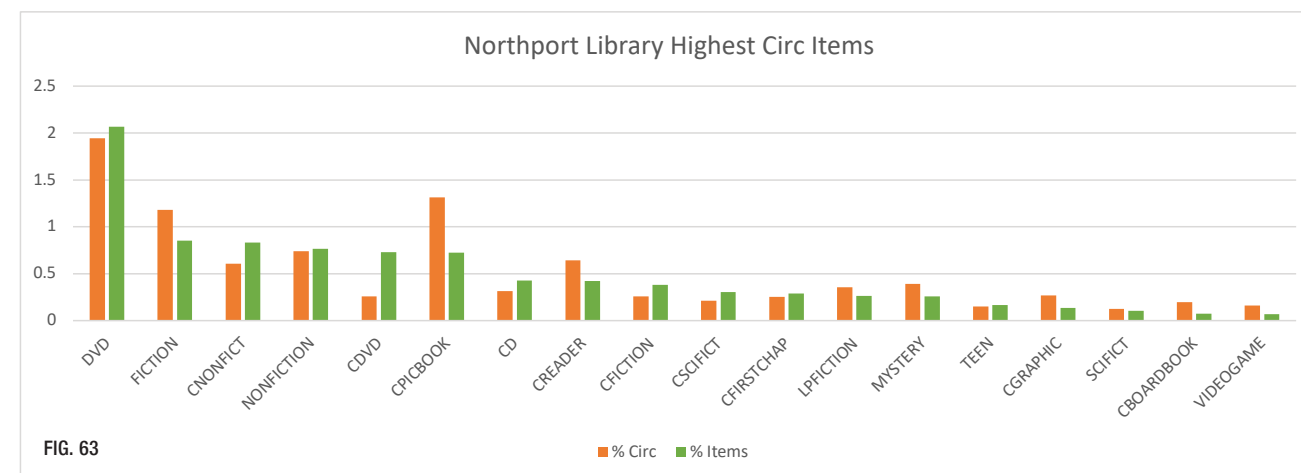


FIG. 63

CIRCULATION: RELATIVE USE

Goal - 1:1 Ratio. If a collection makes up 30% of holdings, it should make up roughly 30% of circs

RU >1 = Collection is too small
RU <1 = Collection is too large

Thoughts to consider:

- In critical collection areas such as health, finance, travel, and decorating ensure 70% of collection was published in the past five years.
- In high use Dewey areas, buy multiple copies of the best books rather than single copies of many titles. Patrons are better satisfied and circulation rises.

10% OF CIRCULATION IS GENERATED BY THE COLLECTION CODES BELOW

- More opportunity to gain space by weeding
- CBoardgame, CKit, Boardgame, Kit, Launch TNonFiction could grow

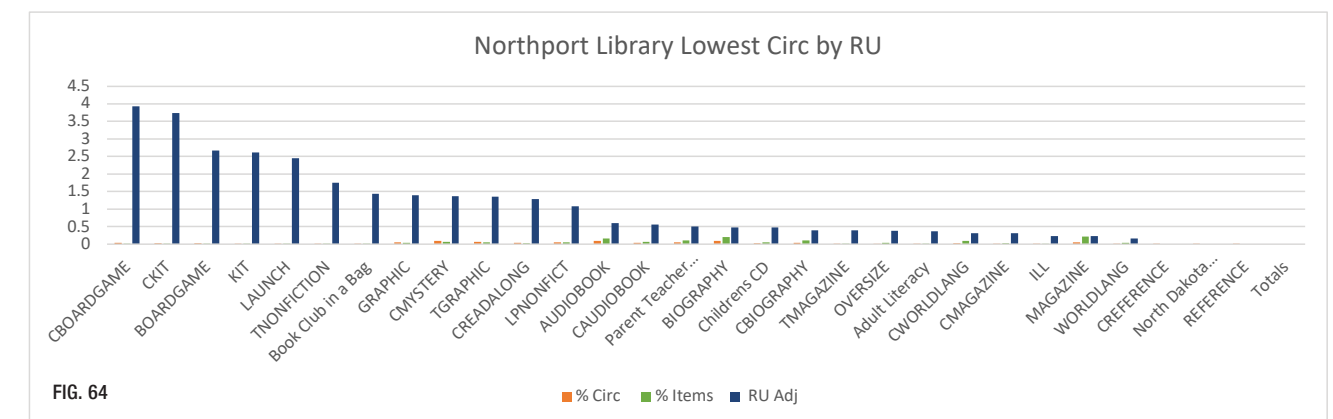


FIG. 64

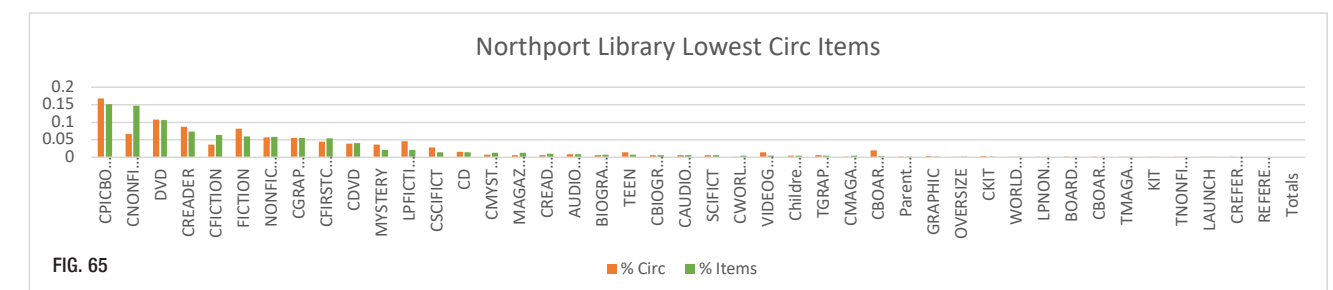
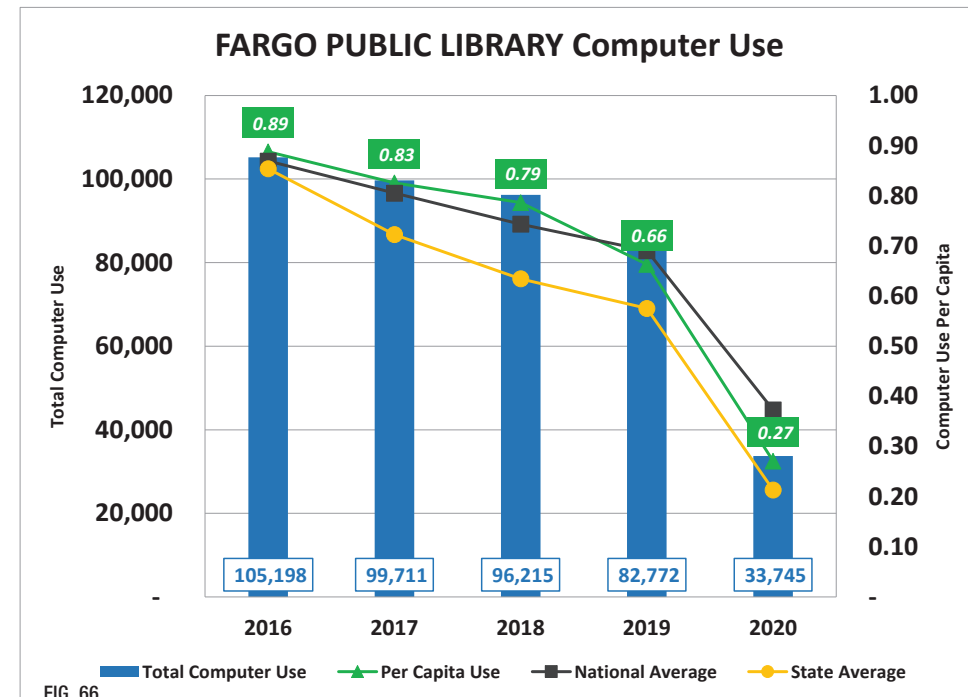


FIG. 65

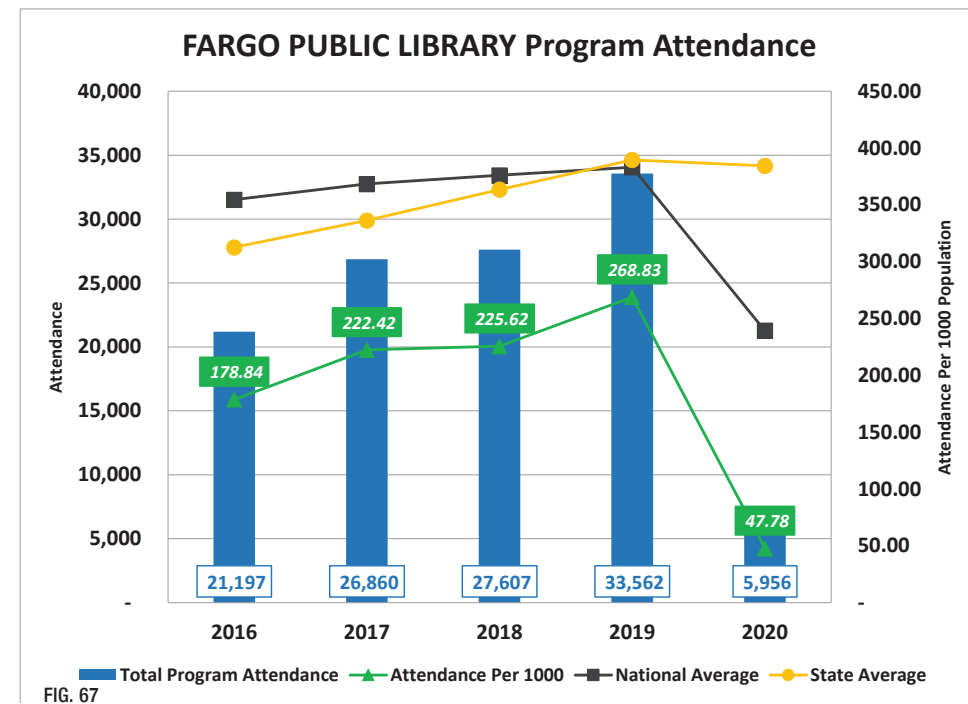
DISCOVERY OPERATIONS ANALYSIS

COMPUTER USE



While 2020 usage was sharply skewed by COVID-19 pandemic-forced library closures, public access computer use is declining at FPL. This supports re-purposing computer labs and using some computer bank space for other purposes.

PROGRAM ATTENDANCE



While 2020 programs offered and attended were sharply skewed by COVID-19 pandemic-forced library closures, programs offered and attended is on the rise at FPL. Large, popular programs require more space. This supports adding space to library facilities for more and larger programs.



DISCOVERY MAPPING ANALYSIS

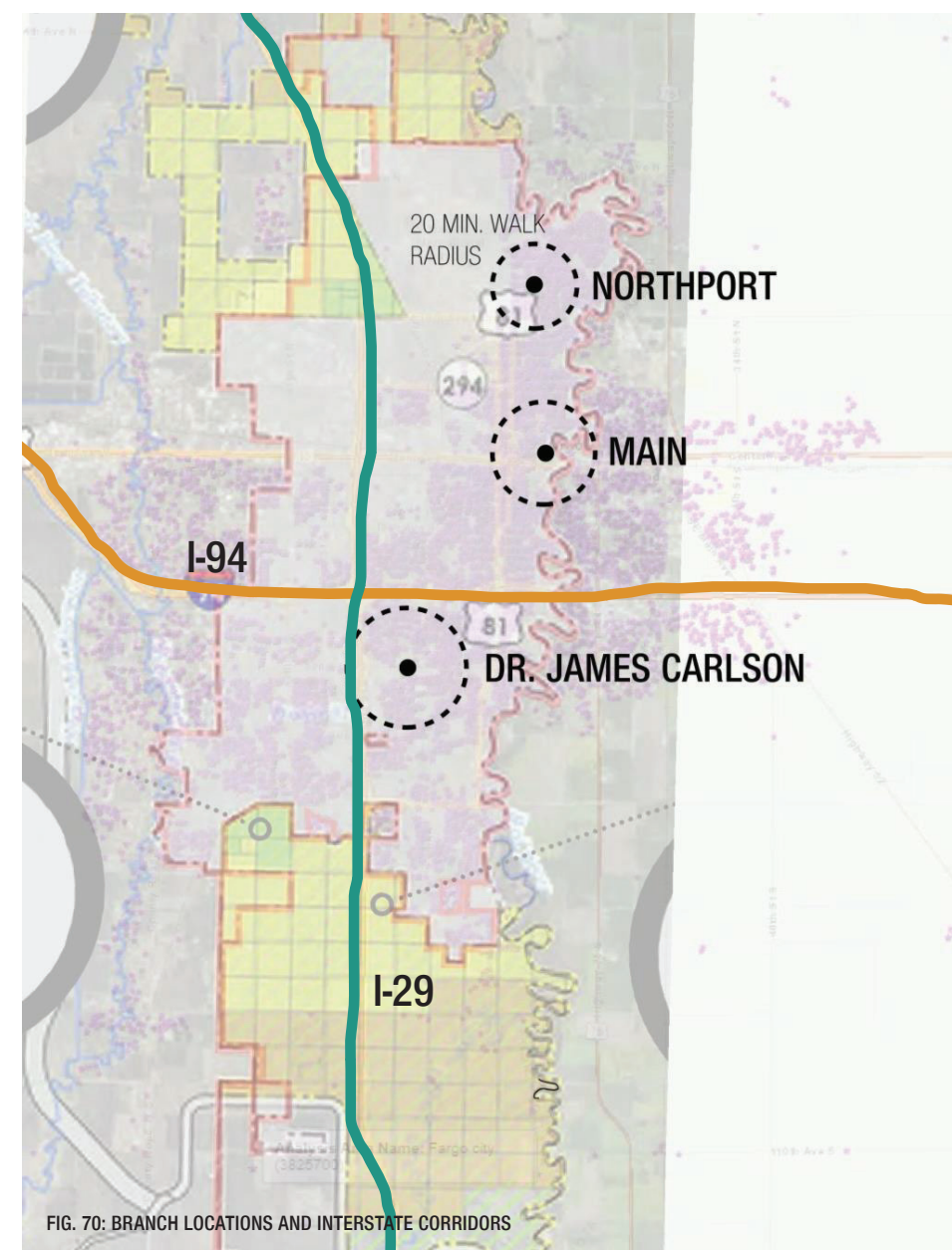
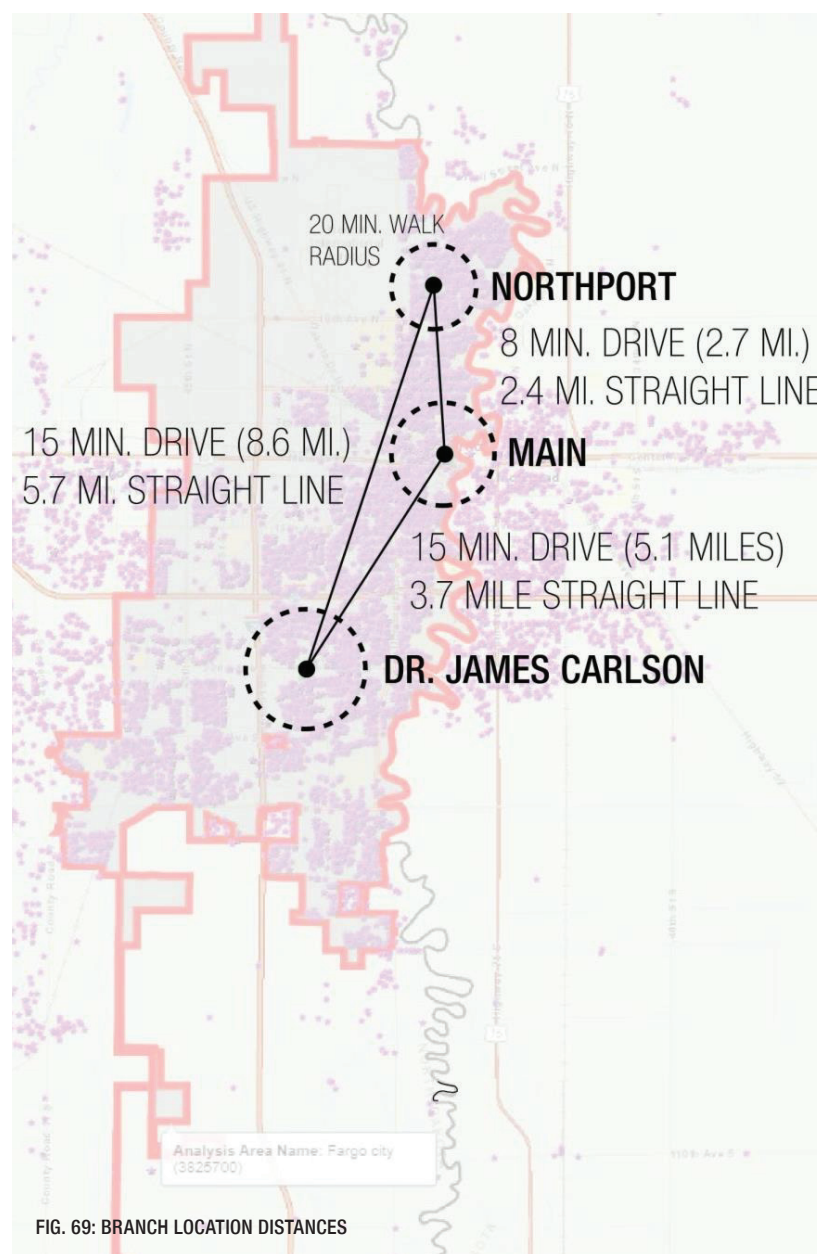
CITY OF FARGO & REGIONAL AREA

Using LibraryIQ's patrons / households data and the City of Fargo's growth projection maps as a based, we wanted to explore where the existing branches were located in relation to one another and were thinking specifically about access.

On the left diagram you'll see each location identified, with what is approximated as a half-mile / 30-minute walking radius around each one, as well as lines drawn between the three communicating distance and an estimated drive time between each. These times were estimated in the circumstances of normal traffic times.

On the right diagram we identified the two major interstates which run through the City of Fargo, as another tool for understanding vehicle access and recognizing that interstates can tend to be potential obstacles for those traveling on bike or foot.

Part of what influenced our exploration into 'Option A', presented on later pages in this book, is trying to explore possible locations for a facility on the west side of Interstate-29, to make FPL's services more accessible to those on the west side of Fargo.

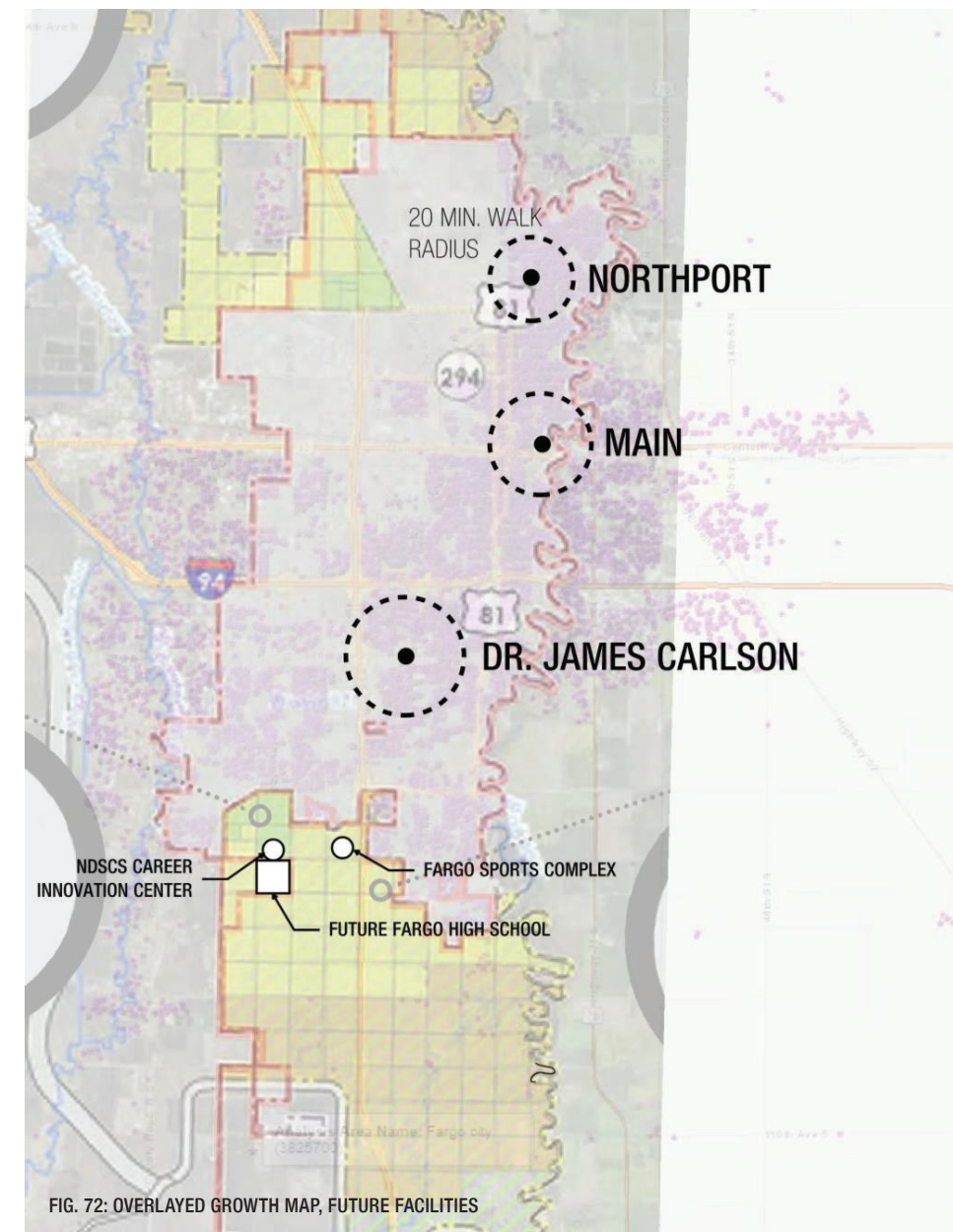
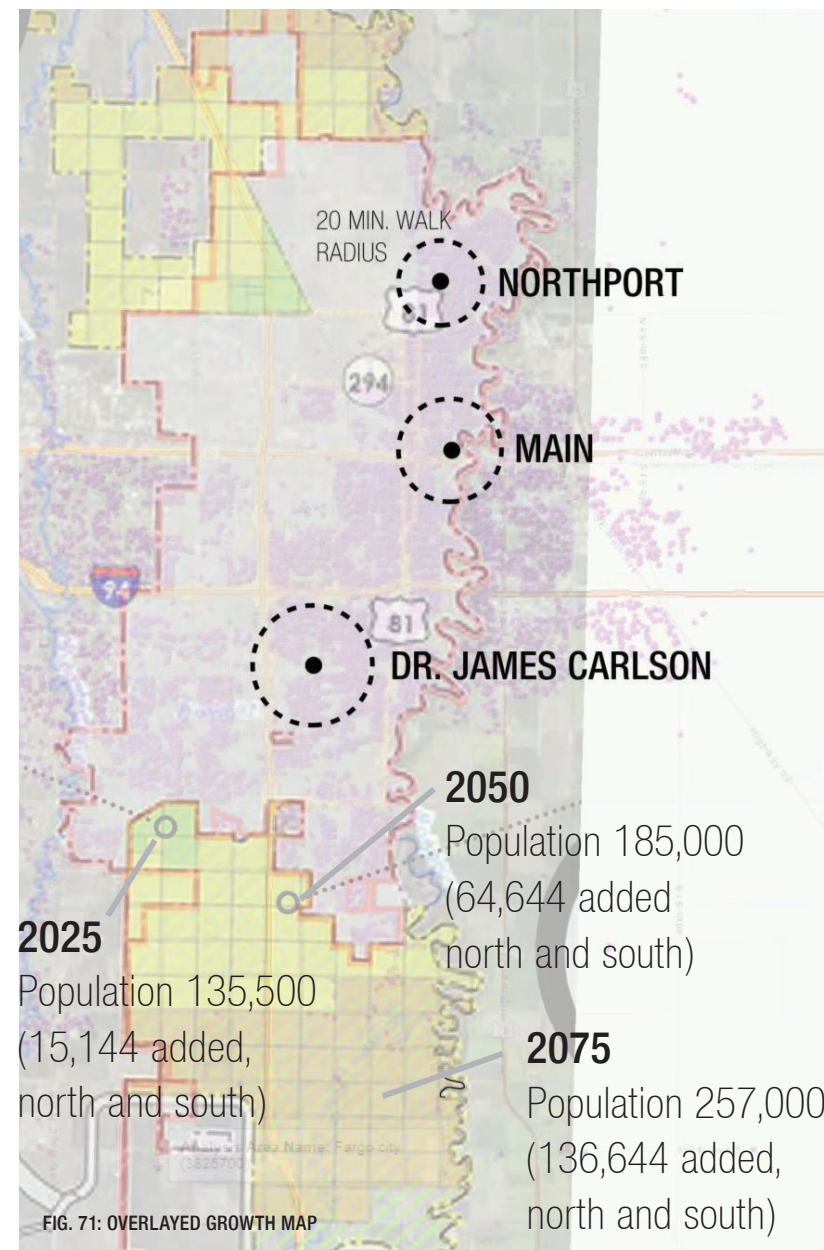


DISCOVERY

MAPPING ANALYSIS

CITY OF FARGO & REGIONAL AREA

These maps show more specifically the growth plan we studied in relation to the existing facilities and anticipated future development. Considering how much growth is happening south of Fargo, and some of the new projects popping up in that part of the city, it further informed our decision to study what a possible southern facility might mean for the Fargo Public Library.



DISCOVERY MAPPING ANALYSIS

EXPLORING CURRENT LOCATIONS

In an effort to understand more deeply the zoning and population density around the existing branch locations, and anticipating that it could inform future branch studies, we explored the existing locations to understand the conditions in which each branch currently exists.

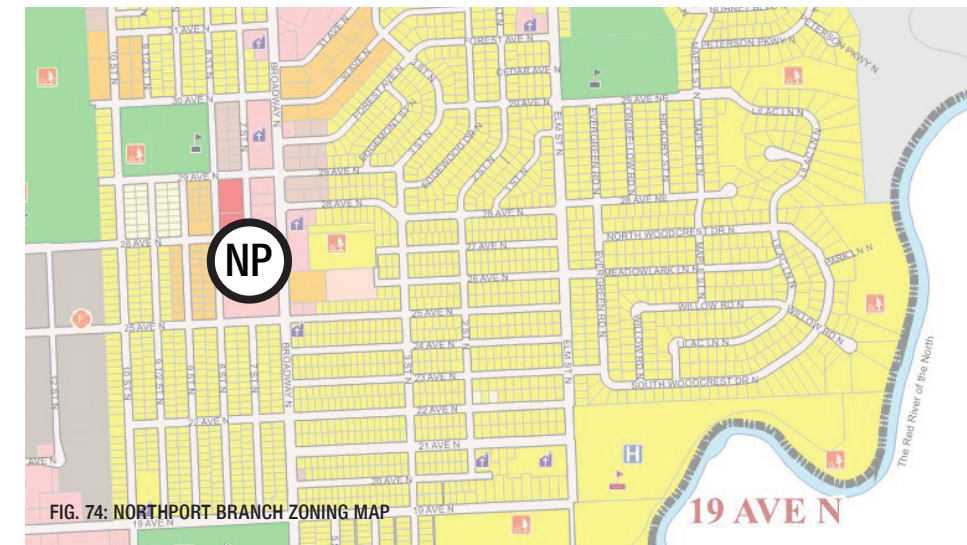
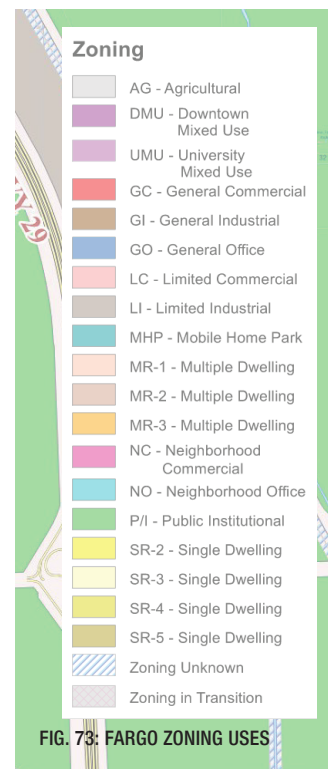
A Recommended Library Facilities Plan was completed in 2004, which put the library on a path towards the procurement and construction of the facilities it occupies today. At the time, FPL included a 31,000 square foot downtown library (building circa 1968), and a 3,300 square foot branch library, located in a strip mall at 3051 25th St. S. (Nowatzki 2006). Following the plan, residents of Fargo saw a huge expansion of the library's services over the next two years. In 2006, the Dr. James Carlson branch was constructed in south Fargo, while the north side saw its first branch opened at Northport that same year (Opinion 2006). In 2007, the old downtown library was razed to make way for the current Main branch, bringing FPL to the same footprint it occupies today, totaling approximately 88,000 square feet.

The 2004 study based its recommendations off the current population and future projections, stating, "By 2020, the southwest area of the City is expected to increase by 15,000 residents, and the north end by 2,000 residents over the 2000 population

of 90,607. This would result in a total 2020 population of approximately 108,000. This study uses this 108,000 figure for Library facility planning purposes" (Rohlf, Feye-Stukas 2004, 6).

The official US Census population estimate for the City of Fargo in 2021 was 126,748. Thus, the City currently has approximately 19,000 more residents than the previous plan was designed to serve.

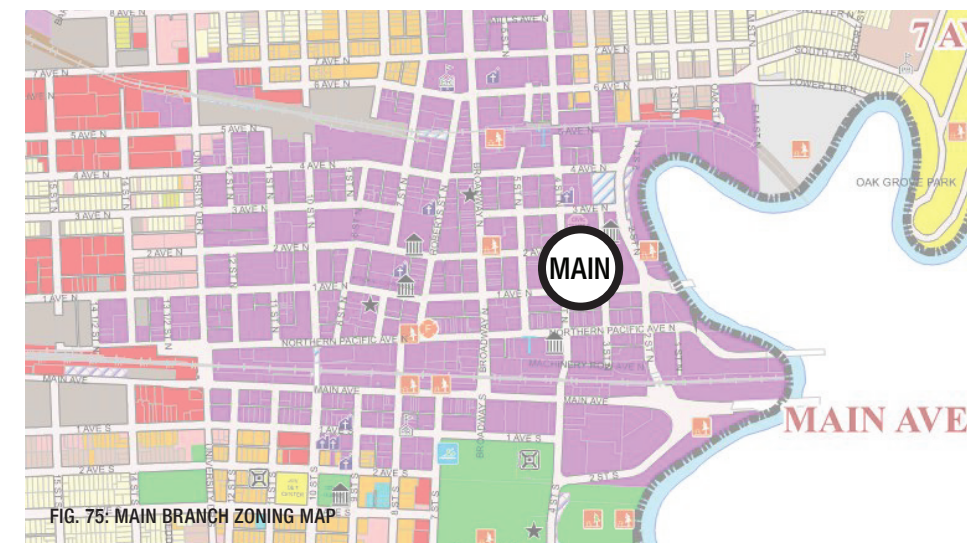
This information helped us understand the specific conditions under which Carlson, Northport, and Main were imagined and constructed, how much of the population it was intended to serve, and why these facilities seem stretched to accomplish FPL's mission in the present day. From this point of view, a Carlson expansion seems particularly relevant, as do the other recommendations made in this report and particularly on the following page.



NORTHPORT BRANCH

A lot of single-family dwellings, with some smaller commercial districts.

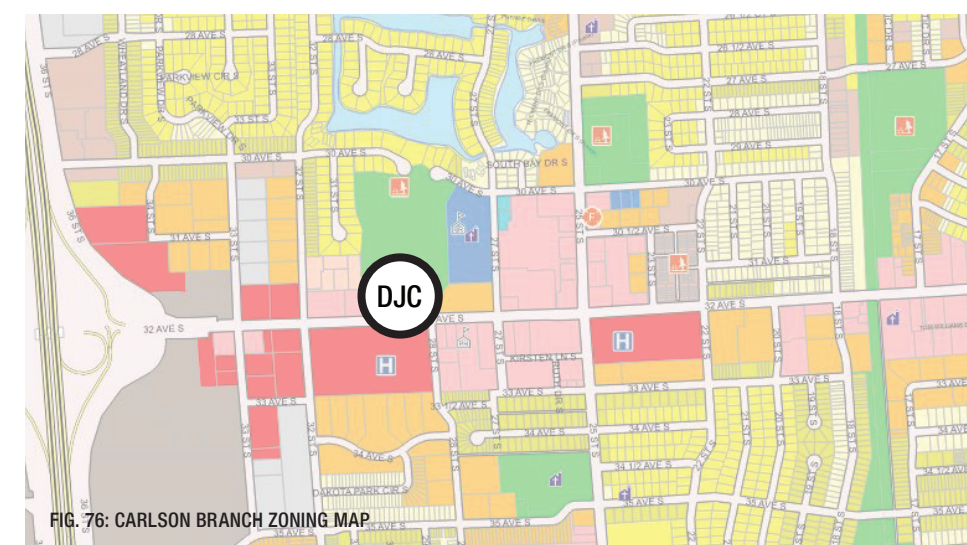
Population density of 8.6 people/acre (2010 Census)



MAIN BRANCH

Much more mixed-use nearby, with some slightly higher density housing to the north and south.

Population density of 6.2 people/acre (2010 Census)



CARLSON BRANCH

Plenty of higher-density housing directly nearby, adjacent to an elementary school, and near plenty of other amenities.

Population density of 7.4 people/acre (2010 Census)

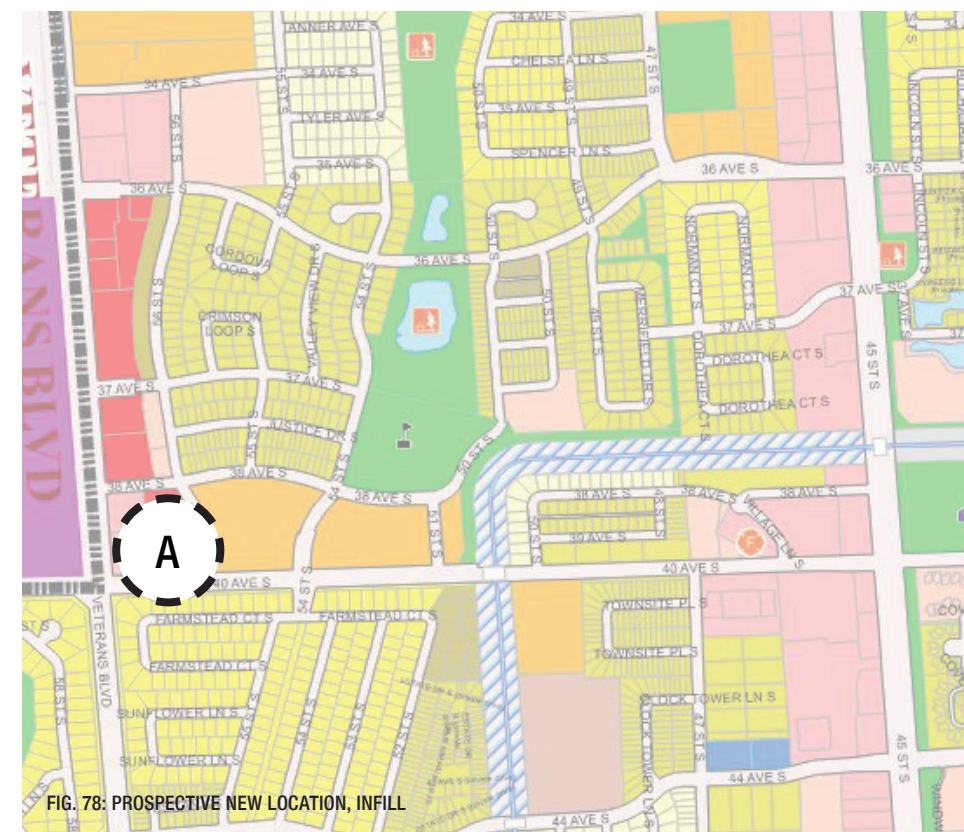
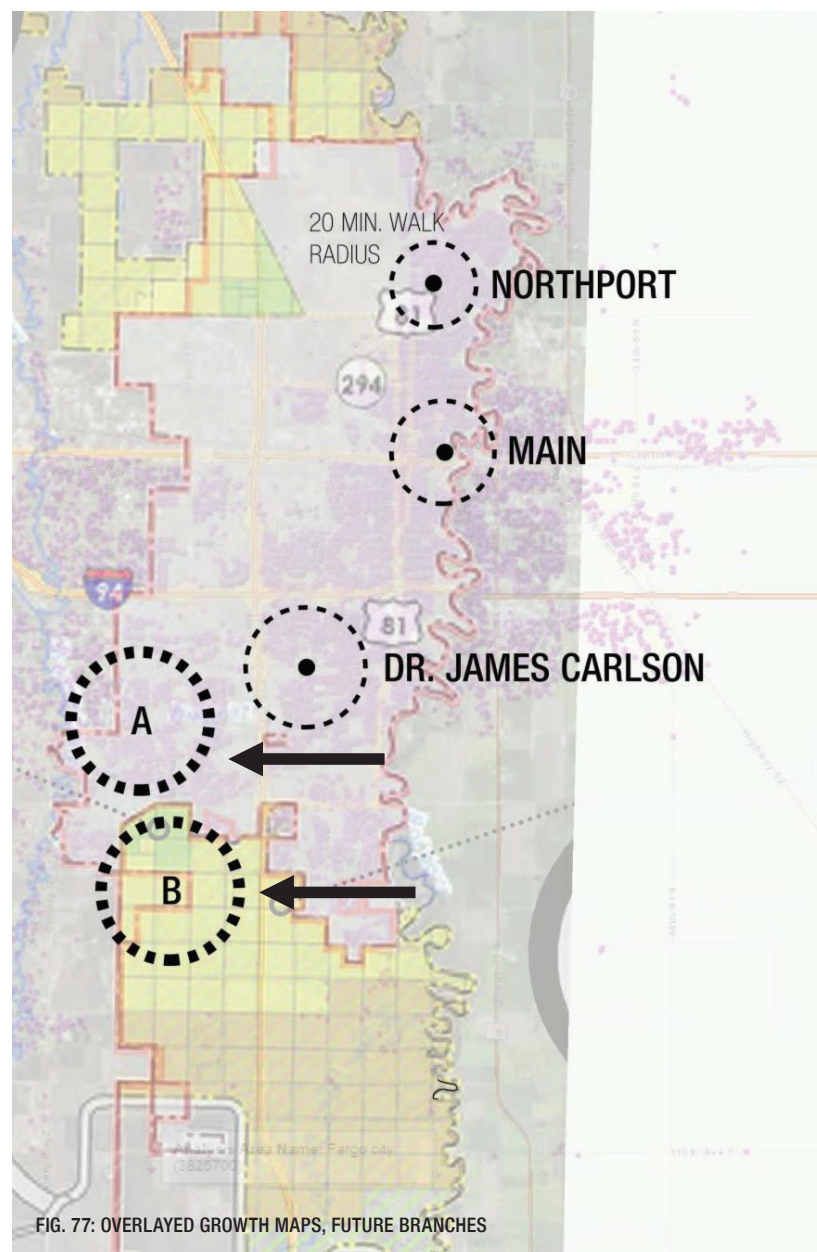
DISCOVERY MAPPING ANALYSIS

EXPLORING FUTURE LOCATIONS

A consistent thread in all of our conversations with the Fargo Public Library was the importance of partnerships within the community. Whether it be with city staff, the Senior Center, Fargo Public Schools, or the Fargo Police Department, partnerships provide opportunities to share space efficiently and effectively, as well as share resources to collectively accomplish the mission of creating services which properly respond to the needs of people throughout the city and surrounding region.

Understanding that much of Fargo's immediate, short-term, and long-term growth will be happening to the south, the library recognizes there will likely be a need for an additional branch to ensure their services are accessible to Fargo residents in an equitable manner. We discussed many ideas and options, including trying to fit into an existing location, having smaller pop-up type locations, fitting in with a future mixed-use development, and / or building a new standalone facility.

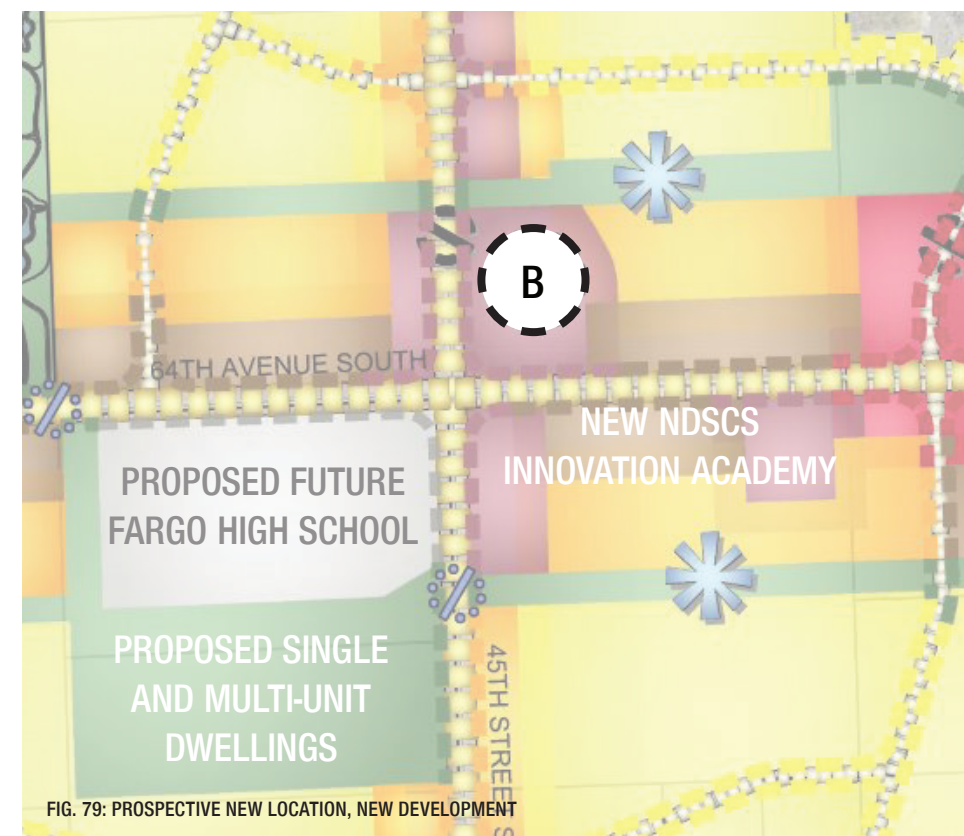
The two options shown here are merely ideas for two of those scenarios and demonstrating what they might entail. The sites on which these are proposed are meant to demonstrate a conceptual idea more than a desire for one specific site. Further exploration and conversations would need to happen in order to determine exact location and scope.



A: FIT IN EXISTING SPACE

This option explored the concept of placing a new branch into an existing space in a well-established neighborhood. This particular location would be reminiscent of the Northport branch, in that it would be a tenant in an existing strip mall in a heavily mixed-use neighborhood, with access to many different amenities and modes of transportation.

This was not the option elevated in the Library's recommendations, in part because we were not able to find a specific location that seemed more immediately feasible. However, it is still worth exploring as new opportunities inevitably become available.



B: BUILD AS PART OF NEW

This option was discussed and explored as an idea for building a new standalone location, or mixed-use development in which a branch could be located. This specific site was identified as a possibility due to its proximity to a potential future Fargo High School (Olson, 'Fargo school'), as well as the NDSCS Innovation Academy and Sanford Sports Complex which are both currently being constructed during the time this report is being completed. This will inevitably become a vibrant neighborhood, in which multiple current partners of the Library are located, thus being a great case study for a future location of a Fargo Public Library branch.

4.0 APPENDIX



FIG. 02: CARLSON BRANCH, EXT.



FIG. 03: MAIN BRANCH, EXT. BOARDWALK



FIG. 04: NORTHPORT BRANCH, EXT. ENTRY

PROJECT PARTICIPATION

Special thanks to...

FARGO PUBLIC LIBRARY

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Beth Postema, Deputy Director
Brienne Schmidt, Teen Librarian
Cheryl Lackman, Circulation Services Manager
Cindy Haff, Principle Office Associate
Jenilee Kanenwisher, Library Collections Manager
Lori West, Branch Services Manager
Melisa Duncan, Community Relations Specialist
Pamela Strait, Volunteer Coordinator
Timothy Dirks, Library Director

CITY OF FARGO

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FIG. 80: CARLSON BRANCH, EXT. FACADE

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