

Canal Winchester

*Town Hall
10 North High Street
Canal Winchester, OH 43110*



Meeting Minutes - FINAL

August 31, 2020

6:00 PM

PUBLIC MEETING

City Council

Mike Walker - President

Mike Coolman - Vice President

Jill Amos

Will Bennett

Bob Clark

Patrick Lynch

Chuck Milliken

A. Call To Order

Walker called the meeting to order at 6:03 p.m.

B. Roll Call

Present 7 – Amos, Bennett, Clark, Coolman, Lynch, Milliken, Walker

C. Purpose of Public Meeting**20-177****Canal Winchester Municipal Complex Project Presentation**

Bill Sims: Tonight we wanted to bring forth the current plans for the renovation of the new municipal building at 45 East Waterloo Street; just a little bit of background; the city purchased the old Bob McDorman building Museum; about 24 thousand square foot building on East Waterloo in February of this year with the desire to convert that building into the Canal Winchester Municipal offices; relocate the community center into the building and also provide for roughly 9 thousand square foot tenant space; so along that path we contracted in late Spring with Lehman Daman out of Westerville to provide the preliminary services; the design development services for this building along the route of a design build contracting method ultimately; so we're basically in the midst of that phase; design development; we're probably 75 percent or something of that nature; we're still working through a few things but we definitely have enough ironed out that folks can see generally what this is going to be; and moving forward from this once we wrap up the design development phase and establish a guaranteed maximum price we'll be back to city council for authorization to move forward with a construction contract; anticipating that, that will indeed be yet this year certainly; so I have here this evening with us Chris Kelly from Lehman Daman; Chris is the project manager for the design build contractor; and working for Lehman Damon we have Triad Architects; present are Brent Foley and Jocelyn Krosky; and I'm going to allow Triad to basically walk folks through the building; so you can kind of see where we're at with the design development today; Jocelyn if you could go ahead and do that it would be fantastic; Jocelyn Krosky, Triad Architects; slide one: this is the architectural floor plan; and the colors do mean things; on the left-hand side the green is the community center location within the building at 45 East Waterloo; the central portion that is in blue is the city offices; on the right hand side you will see the reddish color which is the city council chambers; and the white area is the future tenant space; the top part of the page shows the north entry to the building on Waterloo and the bottom part of the page shows the south entry from the parking area; there is a main lobby that connects the north vestibule and the south vestibule so you can walk fully through the building form either side; next slide: this is a 3D cutaway of the city offices; you can see the large conference room in the center; on the right hand side are the services desks; the four that the city has required; those are adjacent to the main lobby area; and the office for the city are along the north part of the image and the south part of the image; next page: this is a 3D cutaway view of the main lobby area; so you can see the service desks along the left hand side of the lobby; the lobby is that larger open area with the two columns; on the right hand side you can see where you could enter into the tenant space from the lobby; and then you can also see where the council chambers are with all of the chairs that you see there on the right hand side; next page; this is a 3D cutaway view of the community center area with the large open area with tables for seating for events; various different kinds of events can be held in this space; then on the right hand side are the existing restrooms that are being renovated; then the kitchen that is opposite of it; then at the main entry; there's actually two entry's to the community center; there's actually one at the north that we are creating and there is one at the south that is adjacent to the parking area; next slide: you're going to see a series of elevations; and what we're seeing on this, this is where we're adding in the vestibule which you can see on the right hand side; it has the golden peek on it; north vestibule from Waterloo; and then we are creating a new entry at the library which is on the left hand side; I'm sorry this is the north elevation; next slide: on the other side of the north elevation

where the community center is you can see on the right hand side the entry that being created there; next slide: along the south elevation we have the entry on the left hand side and some new windows into the community center; we have the mechanical screen yard wall that is screening some of the mechanicals that we have to have at the exterior of the building; then to the right of that you can see five new windows for offices; then the new entry along the south elevation that leads you into a lobby; next slide: continuing you can see four high windows that are going to be part of the council chamber meeting space; and then we are providing windows on the very right hand side of that elevation for the library; or for the tenant that's hopefully going to be in that space; next slide: these are high windows along the west elevation that also bring additional light into the community center; next slide: and these are windows that are on the east elevation and into the tenants space; next slide: this is a 3D view of the interior of the lobby; again like we were saying we are in design development so this is just one possible way that the interior lobby could look that we have shared with the city; next slide: this is an interior view of the large conference room within the city office space which has seating for sixteen and they can move the furniture around and have smaller meetings or larger meetings; next slide: this is a view from the building department looking towards that conference room as well as looking towards on the right hand side of the view the building department check in desk; where they hold their meetings with members of the public at or come in and drop off their drawings; next slide: this is an interior view of the finance department looking towards at least two of their service desks; next slide: this is an interior view of the city council chambers looking at where the city council would sit and the staff; the city council sits along that wall with the windows and the TV and then the staff would sit off to the side and the general public sits in the chairs that you would see there lined up; next slide: and this is another view basically taken from the corner of where the city council would sit looking back towards the entry from the lobby; next slide this is an interior view of the community center and just one way that you can lay out the space with round tables; there's lots of different ways that the tables can be arranged in the space depending on the size of event that needs to take place there; next slides: Amanda you can run through them; these are the actual models that the views are taken from; they are very similar to what you just saw; it's just that this is the actual model that we have in our program (several slides presented); so this is the site plan of the project site; the building 45 East Waterloo is towards the upper part of the plan that you see there; you can see the north entry vestibule at the top; and to the south is the parking; there are two entrees and exits from the parking area; there are 88 parking spots. Sims: In the main lobby; we wanted a more secure lobby; the service windows for clerk of courts, utility billing, building department, and general reception has a secure windows; so we can have a public space and still keep the office secure; the council space; the council seating area is elevated; the council seating system is modular; the clerk is at one end, and at close proximity to council but eliminating the "L" shape; again it is modular so it can be rearranged to a large open area; there is an executive session room; more room that we currently have; also the community center; there is an office space with a secure window; also included small multipurpose room, could be used as a library; also a small clinic area; the kitchen we are able to provide similar in size to what we have now; we are actually repurposing the equipment we already have, it is in good shape;

D. Public Comments - Visitors will be permitted to ask questions which will be answered by City Council and staff. Visitors are asked to limit their speaking time to five minutes to allow others to participate in the discussion.

E. Council Discussion

Amos: on the north elevation on one of the pictures that you showed of the library there's the four blocks and you showed putting three windows in; my question is what will be done with the fourth block; south east

elevation; so there's four currently showing in the back; you're going to add three; what will happen with this this other one; are you going to resurface it enough to make sure it blends in; is there a reason we didn't do a fourth; Krosky: the tenant that's going in there they have shared the floor plan with us and so we know based on what they have currently in design that a fourth window won't work for the space that's behind where that fourth window would go; we will just make sure that the wall is repaired to look seamless; Amos: if not we have some really great artwork that we like to post around town; Mr. Coolman can take care of that; seating in the council area if I counted correctly it looks like about 54 people; Krosky: yes, there is 54 seats for the public and 16 seats that will account for council and staff; but then there is overflow in the lobby; if you go back and image to where the lobby is (refer to attached presentation); in the lobby we actually have some tv's; so overflow can be in the lobby and there will be tv's that the council meeting can play on; Amos: okay and that will comply with the fire marshal's code of having people in hallways and general areas; Krosky: yes, we have actually talked with the building official and people at the city; we're doing well on code; Amos: then the work room with the council chambers the plan is to still share that with the additional tenant is that correct; Krosky: yes and that's why you see the double door to the council chambers does open up into the tenant space that you see there and then the executive conference room has an entry from that tenant space as well; Amos: wonderful, thank you; Walker: will the restroom be a shared restroom with the community center and the other path or will the community center have its own restroom; Krosky: at the lobby image at that south vestibule on either side, on the right hand side or the left hand side are general public restrooms; so those would be shared amongst the city offices, the tenant and the council chambers; the community center has their own restrooms; if you look at the northern part of the plan just below where it says table storage those are the two existing restrooms that are in that portion of the building and those are specifically for the community center; Walker: okay it still has a full kitchen just not a full kitchen with a hood; Krosky: no, there's a full kitchen; there's a hood; just below that you can see where the kitchen is; Walker: okay somebody just mentioned that it wouldn't have; it still has hood, fryer, all of that; Sims: the kitchen will be a full kitchen; there was a strong desire from the seniors; and it was our desire as well; it eats up a lot of space with trying to get things in there; it was a little bit of a challenge; but we were able to accommodate a very similar sized space; we're actually going to attempt to salvage the existing equipment; it's in great shape; it's a little bit older but it's in fantastic shape; it isn't used that much really; we'll have to make a few modifications but we'll bring the stove and the existing hood and so forth; there is not fryer there however; Lynch: the community center based on what we currently have and I'm talking about just the usable open space and not including kitchen a bathrooms; just including open space what do we have currently and what is being proposed so I can kind of make a comparison; Sims: I apologize I didn't bring my sheet that has the actual square footage; the new spaces is literally within 80 square feet; it's very close; it's slightly larger actually; the new space is; the main room; Lynch: there's only 80 square feet more; Sims: in the main space that is correct; in the seating area where those tables are; taking out all other spaces; I'm talking restrooms, storage areas, office spaces; Lynch: I thought one of the ideas of this plan was to create a larger community center so we can get more people and more function; I love the idea of the offices, the storage, the bathrooms the kitchen and everything; that's great; but how can we create more useful space for general public to be able to utilize; if we grow as a community we'll obviously need more space; It thought that was the object here; Sims: originally we had some larger square footage in the main space and we had some smaller square footage in some of those other areas that the community center desired; one of them was the kitchen; we did upsize the kitchen to accommodate all the equipment that has to go in there and spacing requirements; as well as adding the multipurpose room and the clinic area there as well; and the room has an occupancy load that is 120-122 something of that nature; so we do have a limit on that; what you see pictured is not a dense occupancy of the room there if you're counting chairs for instance; we can seat as many people in this room as the other room; Lynch: instead of looking at square footage in that open space what is the occupancy for

this compared to what we have; Sims: the other building has a different occupancy to it; I'll have maybe Lucas if he's listening tell us what that number is; Clark: 165 this was as of 6/26/2020 meeting; it was quoted a 165 people in the room standing and 100 with seating; Sims: we currently have 104 chairs in our community center and I've never seen them all used to be honest with you; I anticipate they will probably have more use than we currently do; we generally have about an 80 person limit it seems like in the events; we're certainly going to be able to accommodate what the old building did; is it drastically more; I wouldn't say that it is drastically more; it's slightly more; we'll probably have some better options using the round tables instead of the rectangular; that creates a different feel to the space quite frankly for other uses; long straight tables are not exactly conducive to conversation or having family events and that sort of thing; in the long term plan I believe that reconfiguring things when it's deemed that the whole building should be city space that's probably a perfect time to make a major change; Lynch: once the proposed tenant is out; Sims: yes, I believe the discussion is a ten to fifteen year use by the tenant; and of course there's also the consideration of the development of McGill Park as well and what that might mean for the future; Lynch: so since we're talking about tenants is there or what's that status of said tenant; it's been mentioned several times and floor plans were mentioned; where are we at with that; Sims: so currently they are working on the design; their initial design phase as well; I'm going to say that we do not have a formal agreement at this point; you folks certainly would be involved in that process I'm sure; but we definitely have their desire; and they are taking steps moving forward; and they did confirm for us as well that initially at the beginning of the Covid stuff everyone took a step back to look at financial impacts; they're now moving forward with some of their projects and this is one of them;

Krosky: I do know that, that potential tenant is scheduled to have their design documents ready at the end of basically this week; Lynch: what now; Krosky: the potential tenant would have their design documents ready at the end of this week; they've going through the process through July and August and the team is submitting their documents to that tenant/ that owner this week;

Sims: I will say that it's important that their committed to taking those steps at this time because we have a lot of coordination to do with them; because we're sharing a space; a space that's also going to be our space in the future; so we're working with them to make sure we're well coordinated on things like utility services and things of that nature where we impact each other; as well as even some of the structural work inside the building.

Milliken: are there any plans or does the building currently have a backup power supply; Sims: currently the building has no backup power supply; neither does our existing community center; municipal offices do have a backup generator; we are planning a backup generator for this new building; Milliken: okay

Lynch: questions on the exterior of the building; and this kind of goes back to my landmarks days when I was off with Mr. Foley here; the exterior in the back of the building that is covered with a stucco like 4x8 panels of what; I don't know what they're thinking when they put it on; is that being changed at all into a better product; I know you're going to be removing some wood panels; are those facades where the 4x8 sheets of stuff is that going to be addressed at all; Sims: yes; so that material is a hardy product and it is like in larger sheets; it's intended to give the appearance of stucco I believe; other than the places we're going to impact with windows and doors and things of that nature, that material is going to remain; we are going to be repainting the building; right now if you were to go up close to it you'll see some nail head issues; so we're going to address those and repaint the building; Lynch: that's not going to be covered or anything like that at this time; Sims: no, that's correct; Lynch: and the roof is staying the same; the corrugated metal roof is staying the same; Sims: yes;

Sims: we're really pleased with the efforts that have so far gone into this; we're going through a lot; honestly we're beating stuff to death on this building; these guys can attest to it; they're doing a lot of revisions; getting a lot of comments; going back and making revisions; really happy with the team and all the efforts

they're making to help us get a product that we're proud of and we're going to enjoy and have for the future and doing all that inside of a reasonable budget; Walker: well everything that I've looked at or seen and heard has looked very impressive; thank you; we appreciate it; Lynch: in the preview drawings you show coming down from a ceiling those round panels; is that just a visualization or an actual product; and I'm guessing they're acoustical panels; Sims: that's correct; let's use the community center first since we kind of started using that; the condition of the community center is that right now there's very high ceilings in the McDorman building and we wanted to maintain that feel; the big room feel in there; so in the community center for instance there will be closed duct work; nice spiral duct work in there; and we will use those (we call them clouds) or something similar to them; those are a specific product; or something similar to that to help with the acoustics in the room; there may be some acoustics above that as well; we certainly don't want it to be a place you gather in and can't stand the noise going on; and then something very similar in the lobby as well; because we want again in that lobby space maintain that height; the rest of the office and so forth will have a drop acoustic tile ceiling; Lynch: so if you're proposing to do that in the community center and in the vestibule area will that theme also continue into the proposed tenants design or the other side of the building so everything; kind of you have consistency throughout the building so later down the road if they leave and we move in that space everything is pretty well consistent; is that going to be the case; Sims: I do not know; I have not seen anything beyond the floor layout for the interior of the library tenant space at this point; I wouldn't necessarily say that it something that's being carried through the building; because there isn't any connection between the lobby and the community center for instance; you go through the offices and so forth and a number of ceiling conditions; council chambers as well has more a tray scenario set up in there; Walker: if there's no other questions; excellent presentation; thank you very much; I appreciate your time;

F. Adjournment @ 6:39 p.m.

A motion was made by Clark to adjourn, seconded by Milliken. The motion carried with the following vote:

Yes 7 – Clark, Milliken, Amos, Bennett, Coolman, Lynch, Walker