

meeting summary:

March 20, 2018
4 – 6 pm
Fort Thomas Armory

Utilities & City Owned Facilities Committee Meeting

attendees

Ron Dill	City Manager, City of Ft Thomas
Chief Mark Bailey	Fire Department, City of Ft Thomas
David Cameron	City Council, City of Ft Thomas
Will Weber	Economic Director, Kenton Co
Joe Ewald	Director of Finance, City of Ft Thomas
Tom Fernandez	Resident
Adam Reis	Resident
Mitch Eberenz	Duke Energy / Resident
Jerry Noran	Boone Co. Building Dept / Resident
Frank Twehues	CT Consultants
Emily Bills	CT Consultants

discussion items:

- The meeting began with a review of the Mess Hall findings (Existing Uses/Opportunities/Challenges):
 - > Desire for the Mess Hall to continue to support more 'Passive' uses.
 - > Ron reported the Mess Hall has, on average, 73 rentals per year.
 - > It was noted there is a 'guest' expectation of front door parking. How can we address this need?
 - > Idea of adding outdoor patio space was well received. The west end of the building is often used for ceremonies and outdoor functions. Going forward, look to dress east entrance for accessibility and guest parking. More user friendly.
 - > Review of expectations of final deliverables: Chapter summaries, Goals & Objectives, Sub chapters with diagrammatic exhibits to graphically support narrative (similar to handout of Mess Hall created by CT), Meeting minutes, and SWOT recommendations. From these findings, projects will be prioritized and then analyzed from a cost perspective in terms of capital investment and operational expense to determine how to best move forward. See attached for example.
- Existing Uses & Condition:

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- > Gymnasium Existing Uses include: Basketball, Volleyball, Archery, Gymnastics, cheerleading, walkers, weightlifting (not as often as in the past as equipment is becoming worn and obsolete), Tiny Tots program, and Winter Senior Games. Practice only – no formal competition sports.
- > Concessions are not permitted on court. Building has a vending machine in main entry that is well used.
- > Spectator viewing areas are limited. Few bleachers, but what they have is underused. Not typically used as a 'spectator' gym though consideration could be given to mom's who drop-off children for various programs.
- > Entire Facility is a Registered Red Cross Shelter and they would like to maintain this option. There is a mobile generator.
- > Lower Level existing uses include: Meeting spaces, Party Rentals, Lego Build after-school programs, Dances, Senior Group meetings, Recreation Office space, Church meetings and Teeter Tots programming.
- > The Ft Thomas Property Maintenance Department uses space for a wood working shop, material storage and workshop.
- > The large meeting space also doubles as a Green Room during special events. There is a small coffee bar in the back of the room with water and a refrigerator that is used during meetings and festival 'meet n greets'.
- > During the summer there is a children's program that uses gym and classroom space as well as programming throughout Tower Park.
- > Concerns include noise, especially when the basketball courts are in use, and ceiling height. Column bay spacing is 12'-0" +/- on center. Ron mentioned he may have access to floor plans for CT's use. Accessibility (ADA) is limited and the property boundary is tight.
- > The team suggested reaching out to Karen who was not able to attend the meeting to gather her input into potential school uses.
- > The Men's showers are not used and there is not a need for lockers other than maybe short term lockable cubbies near Gym.
- > The Armory 'front door' is considered the Tower Park elevation. There is a desire for the entrance to be enhanced and more welcoming (awning etc). The historic entrance off South Ft Thomas Ave is limited to emergency exit use and City employee access only.

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- > There is a strong need for security and line-of-sight considerations.
- > There is a need for more restrooms as well as air conditioning and gym floor repair.
- Summary of Discussion (Existing Uses / Strengths / Limitations / Opportunities):

Existing Uses	Strengths	Limitations	Opportunities
Gymnasium	Location linking Ft Thomas Ave to Tower Park	Acoustics	Makerspace/Workshop
Fitness Classes	Historic Property	Vertical circulation	Continue Gym Use
Red Cross Shelter	Size	Sense of Arrival (not family friendly)	Continue Red Cross Shelter
Meeting Room	City Owned	Limited adjacent land	Enhance viewer experience for basketball games
After School Program	Proven history of desired location for fitness/recreation use	No central air	Target programming for Tweens and Seniors
Daycare		General need for building repair (interior/exterior) including gym floor, water damage, paint	Enhanced Vending
Teen Center/Game Room		Compartmentalized spaces	Sandwich/Ice Cream Shop with connection to exterior/Tower Park
City Maint Shop & Storage		Limited line of sight (security concern)	Additional City office space
Special Event Support		Size	Enhanced Multi-purpose/Flex meeting space with full A/V
City Recreation Dept Offices		Lower level ceiling height	Commercial kitchen for rental and to serve special events
		Fit & finish of public facing spaces	Leasable flex space
		Under staffed	Reconfigure lower level for better efficiency
		Limited ADA Accessibility	Improved public entrance (family friendly)
		Column spacing on lower level limit	Continue Daycare offering
		Building is land-locked	Improved City Recreation Dept Offices

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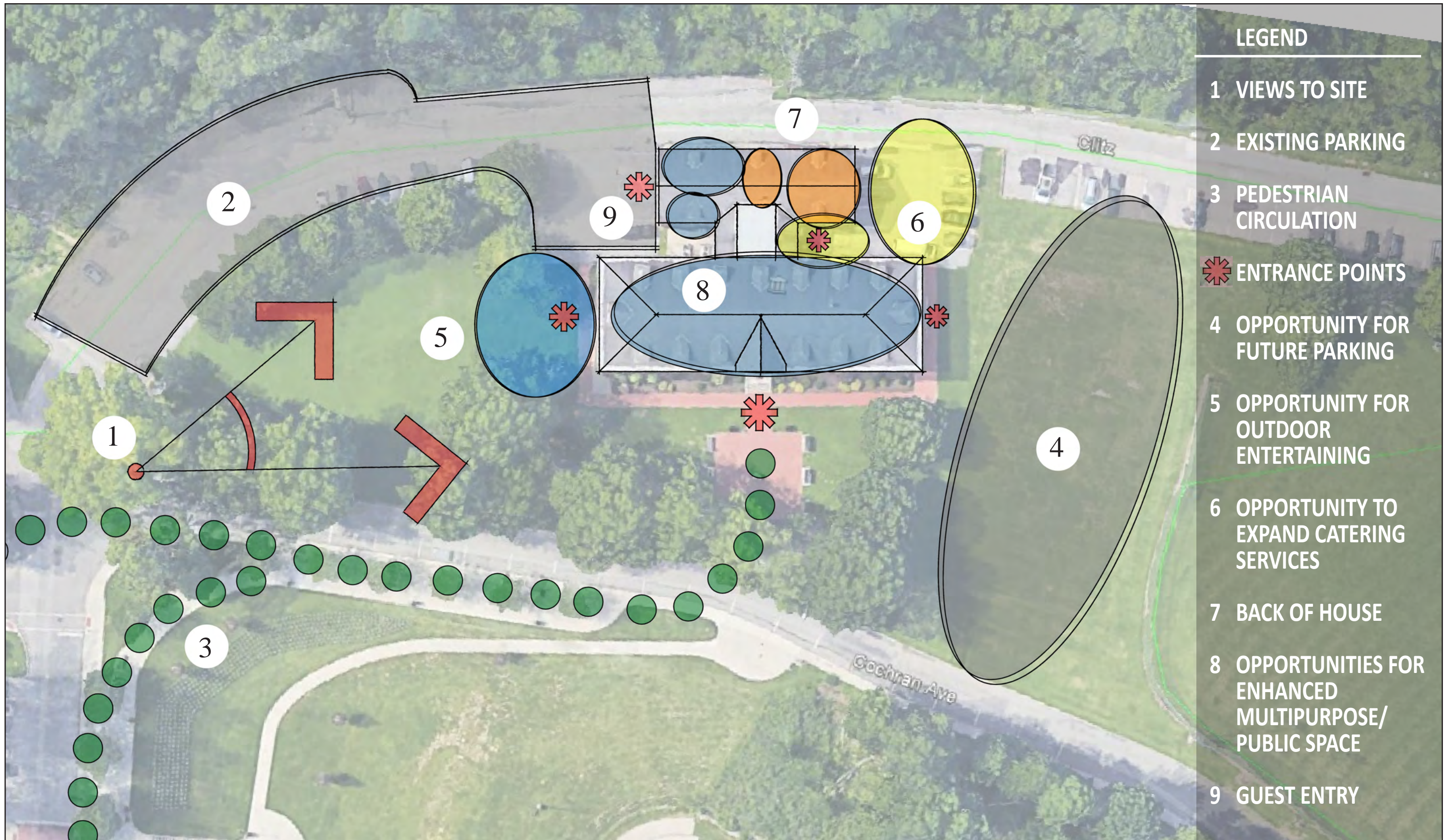
- Overwhelming Response:
 - > With the long history of the Armory being a main activity and athletic/entertainment, venue there is a desire to continue with more 'Dynamic/Active' uses, rather than 'Passive', in the future.
- Action Items:
 - > Review Red Cross guidelines for shelter requirements.
 - > Ron to provide CT with floor plans/documents for Armory Building if available
 - > Review Ft Thomas Historic District Guidelines
 - > Touch base with Karen Cheser on input for potential uses to benefit school
 - > Bring copies of Tower Park map to next meeting for reference
- Next Meeting: TBD

The notes above reflect our best understanding of the conversations during the input meeting. If the above differs from your understanding, please kindly advise.

Respectfully submitted by,

Emily J. Bills
CT Consultants, Inc.

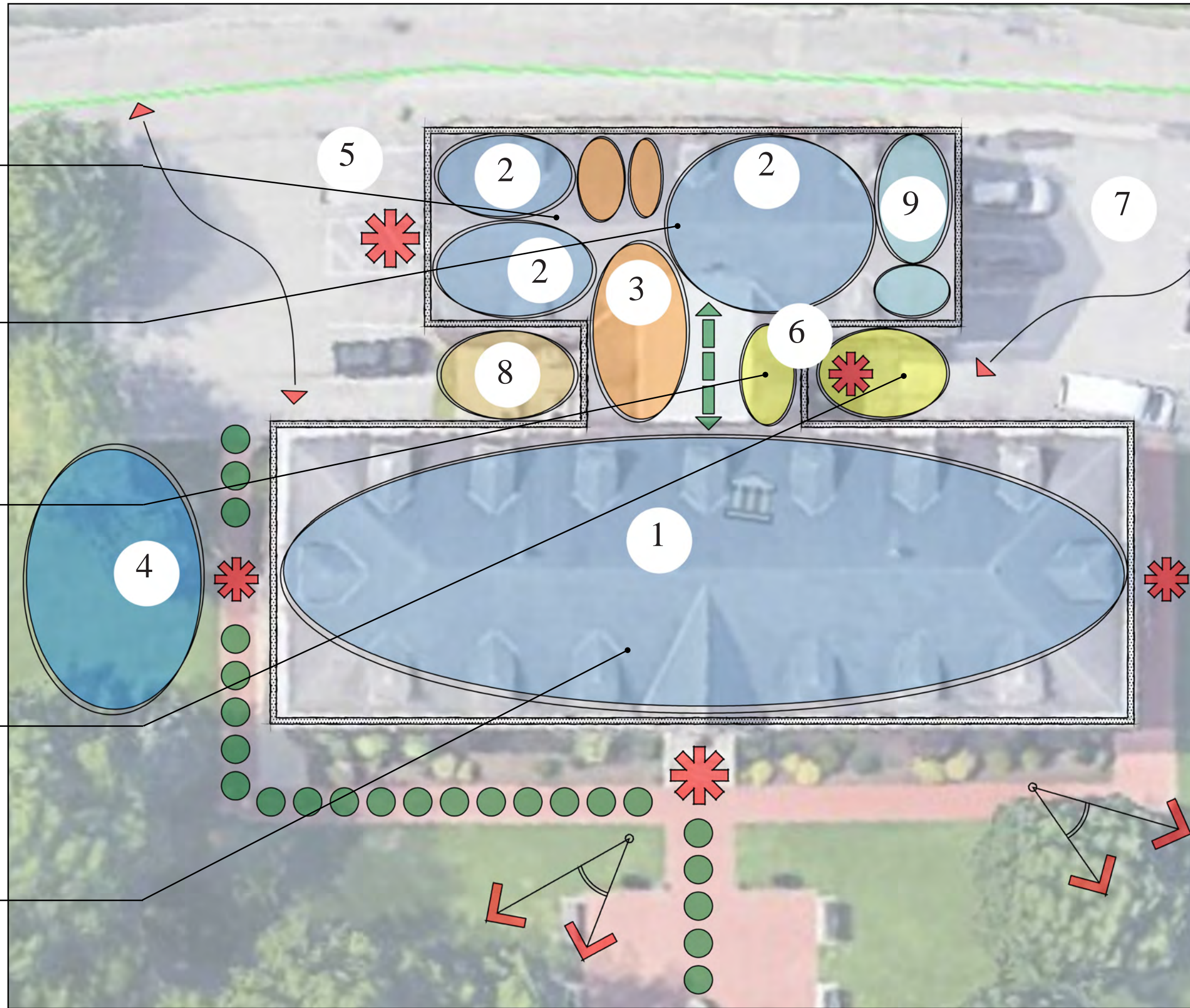
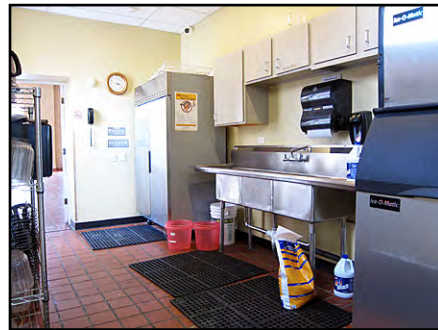
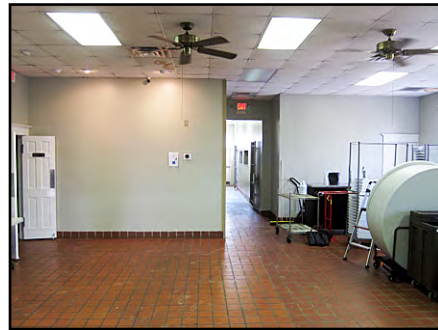
Attachments:
FT Mess Hall Study Plan 18_0320.pdf
FT Mess Hall Study Site 18_0320.pdf



LEGEND

- 1 VIEWS TO SITE
- 2 EXISTING PARKING
- 3 PEDESTRIAN CIRCULATION
- ENTRANCE POINTS
- 4 OPPORTUNITY FOR FUTURE PARKING
- 5 OPPORTUNITY FOR OUTDOOR ENTERTAINING
- 6 OPPORTUNITY TO EXPAND CATERING SERVICES
- 7 BACK OF HOUSE
- 8 OPPORTUNITIES FOR ENHANCED MULTIPURPOSE/ PUBLIC SPACE
- 9 GUEST ENTRY





- LEGEND**
- 1 MAIN EVENT SPACE
 - 2 POTENTIAL USE:
SMALL MTG ROOM
BRIDAL SUITE
STORAGE
REHEARSAL DINNER
 - 3 RESTROOMS &
SUPPORT SPACES TO
REMAIN
 - 4 POTENTIAL USE:
DINING TERRACE
STAGE
 - 5 POTENTIAL USE:
VIP/VENDOR
PARKING &
SECOND ENTRANCE
 - 6 POTENTIAL USE:
FULL SERVICE
CATERING KITCHEN
 - 7 POTENTIAL USE:
LOADING DOCK
DUMPSTER
 - 8 MECHANICAL
EQUIPMENT
 - 9 STORAGE/OFFICE

