

meeting summary:

April 16, 2018

4 – 6 pm

Fort Thomas City Building

Utilities & City Owned Facilities Committee Meeting

attendees

Mayor Eric Haas	Mayor, Ft Thomas
Ron Dill	City Manager, City of Ft Thomas
Chief Mark Bailey	Fire Department, City of Ft Thomas
Joe Ewald	Finance, City of Ft Thomas
Adam Reis	Resident
Jerry Noran	Boone Co. Building Dept / Resident
Frank Twehues	CT Consultants
Emily Bills	CT Consultants

discussion items:

- The meeting discussion began with a review of the Stables Building findings (Existing Uses/Opportunities/Challenges):
 - > Due to the building's unique character and close proximity to the Midway district, there is a strong desire to keep the use available to the public (rather than private business) with 'entertainment' type use.
- City Building Existing Uses & Condition:
 - > The City Building complex contains all city administrative functions except the Recreation Department which is housed in the Armory. These services include Administration, Finance, General Services, Public Works, Safety services, Police and Fire Departments, and Council Chambers.
 - > Adjacent to the City Building in separate buildings, is the Public Works department, including office space and storage/maintenance garage and storage facilities.
 - > The Police Department was recently renovated and therefor excluded from the meeting's discussions. Discussions with the Fire Department have been scheduled for a later date.
 - > The existing building is imposing from the street. There is a strong desire to make it more welcoming by making the entrance more inviting, providing public access to limited amenities (e.g. restrooms) and improved parking/site circulation.
 - > Mayor's court is no longer held on-site.

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- > The public experience needs improvement. Line of sight are limited and access to services such as the General Services department are cumbersome to navigate.
- > The building retains much of its original layout and is largely broken up into smaller, disconnected departments. Rooms have been repurposed rather than renovated into a more cohesive, efficient flow.

• Summary of Discussion (Existing Uses / Strengths / Limitations / Opportunities):

Existing Uses	Strengths	Limitations	Opportunities
Public Works Police & Fire Administration General Services Council Chambers Finance	With one exception, all City Departments are housed on a single campus, located in a central location in Ft. Thomas.	Imposing facade	After hours public access to restrooms, and flexible meeting space
	Central location off Ft Thomas Ave.	Limited ADA accessibility	Renovate exterior entrance to be more welcoming by introducing more natural light, open lobby, public facing General Services / reception desk
	Combined campus of services	Limited parking	Mail PO Boxes and drop box available to public
		Not enough restrooms	Gallery
		Compartmentalized floor plan.	Public access to meeting space (Council Chambers) during off hours use.
		Limited number of public entry points from parking	Full A/V training space available to Fire and public for classroom training.
		Not user friendly	'Safe Place' of refuge in case of emergency with 'help phone'
		Day use only	Information Center (Visitor and Business)
			Potential for Fire Department building expansion

- Next Meeting: April 16, 2018 at the City Building.

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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.