

# TOWN OF WINDERMERE

## Town Council Workshop Town Hall Renovations

July 17, 2024

### PRESENT:

Present were Mayor Jim O'Brien, Council Members Tom Stroup, Mandy David, Tony Davit, and Brandi Haines. Also present were Town Manager Robert Smith, Public Works Director Tonya Elliott-Moore, and Town Clerk Dorothy Burkhalter. Mr. John Fitzgibbon was also present. Member Andy Williams was absent.

#### 1. WORKSHOP CALLED TO ORDER

Mayor O'Brien opened the workshop at 6:01pm.

#### 2. DISCUSSION ITEMS:

##### a. Town Hall Renovations

Mayor O'Brien introduced this item. He then turned the floor over to Director Elliott-Moore. Director Elliott-Moore reviewed comments from past meetings that have led up to this workshop. She stated that Mr. Fitzgibbon will review and discuss the phases, costs, and proposed renovations. Director Elliott-More turned the floor over to Mr. Fitzgibbon. Mr. Fitzgibbon stated that the comments from past meetings were considered with the only change being the square off on the north side of the building and a cut out for the electrical and a/c units. He then commented on bathroom renovations, septic, storage, access to stage, pantry, access door, roof types, porch addition, elevations, siding replacement, materials/costs, work phases and budgeting. Mayor O'Brien opened the floor to the Town Council for comments. He then questioned if the proposed included the kitchen update/remodel and equipment. Mr. Fitzgibbon commented that some remodeling is included but the equipment is not. Member David thanked staff for their work. She then questioned if the kitchen had room for the equipment that would be needed. Director Elliott-Moore stated that there are options for the kitchen as well as contingency's. Mayor O'Brien commented on the need for the kitchen renovations and equipment. Member Haines also commented on the kitchen complete renovation and funding. Director Elliott-Moore commented that the kitchen remodel is being included. Some discussion followed. Member Haines then questioned if foundation repairs, if needed, were included, as well as a fire suppression system. Mr. Fitzgibbon commented that a fire suppression system had not been included, but it can be researched for a cost analysis. He then stated that the Town Hall currently does not have a suppression system. Member Haines then questioned the foundation inspection and report. Mr. Fitzgibbon commented that Mr. Price did review the foundation. He also commented that a structural engineer will be on board to review the foundation/trusses for the new roof system. Member Haines stated that she thought a Public Workshop and the Workshop for the prefab bathrooms was to be held prior to this workshop taking place. She then questioned why it was changed and if those meetings would happen. Director Elliott-Moore stated she decided on the order due to the cost of the temporary facility compared to the permanent ones, which would put the town at a disadvantage. Member Haines then questioned the workshops. Director Elliott-Moore explained that in a discussion at the workshop in February, direction was received, and this workshop is the result of that. A public workshop will follow. Member Davit questioned if the proposed is code compliant to include the fire suppression. Mr. Fitzgibbon stated that fire suppression is not required by code, but it will be researched. Member Davit wanted to clarify that it is a desire not a requirement. Member Haines commented on the square addition that will be the bathrooms. She also commented on access, unisex/family, other locations, layout options, if standalone fit in architecture, and septic tanks/locations. Director Elliott-Moore commented on contingency and locations. Discussion followed regarding septic tanks, drain-fields, and locations. Member Haines questioned the painting, pressure washing, interior bathrooms, pantry/kitchen wall, ADA access, schematic/concept/45/90 plans, and needs/wants. Member Stroup questioned the cost and possibility of making the exterior bathrooms

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unisex. Mr. Fitzgibbon commented that the restrooms would only a one stall unit due to it being unisex. Member Stroup stated that he agrees with the current location of the proposed bathrooms. Discussion followed regarding phasing and funding. Member Haines questioned the other members' preference to renovate the kitchen prior to the bathrooms. Mayor O'Brien commented that the options/phases can be adjusted. Director Elliott-Moore explained that the interior is pushed out due to the Centennial Celebration. Discussion followed regarding the kitchen renovations. Member Davit commented on the need for a "Project Charter". Continued discussion was made regarding bathrooms/kitchen and timeline. Member Haines commented on the need for public input and a family bathroom. Mayor O'Brien questioned if all would agree with moving forward with the bathroom while working out the timeline, wants/needs for the remaining renovations. All agreed. Member Haines commented on the need for the outdoor unisex bathroom. Discussion ensued. Mayor O'Brien opened the floor for public comments. Mr. Withers commented on the inside bathrooms that will not work for privacy, the kitchen door not being an ADA accessibility issue but a fire issue. He then stated that he would work on the unisex bathrooms and forward it to Mr. Fitzgibbon. Mr. Withers then commented on the roof plan, slope and no roof over the north side of the deck, and the roof over the existing bathrooms. Director Elliott-Moore read Ms. Lopez comments from the chat (attached), as well as comments from Mrs. Liz Andert. Mrs. Andert stated that the HPB has the concern of the impacts on the "Historical" designation and the view of the building. Mrs. Lopez thanked all of them for their work on this project. She stated that the project needed to be approved, other avenues for fire protection researched, the need for a full kitchen renovation, hand painting vs spray painting, and family bathrooms. Mayor O'Brien thanked all for their comments.

### 3. ADJOURN:

Mayor O'Brien adjourned the meeting at 7:32pm.

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Dorothy Burkhalter, Town Clerk

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Jim O'Brien, Mayor

01:04:59 Galaxy J3 Prime: Hi Robert, I would like to have the opportunity to speak when given a chance. Thank you, Sara.

01:06:17 Robert Smith: Ok, once we get done with Town Council we will start public comments.

01:26:59 Liz Andert: Can there be an outparcel or out-building family bathroom on the property? This wouldn't hold up the rest of the design, could create a totally safe space for families, and wouldn't have a material impact on the facade for the purposes of Historic Register designation. Cost would increase, but it could be a future-phase item.

01:37:30 Galaxy J3 Prime: Yes I do

01:37:37 Galaxy J3 Prime: I am here

01:37:53 Galaxy J3 Prime: Can you hear me?

01:38:19 Galaxy J3 Prime: Thank you everyone.

- Public workshops for input? We need to consider what are our needs and our priorities are to make sure we are within budget.
- \$900k budget.
- Once project is approved, future changes should be cosmetic.
- Roof mentioned by Mr. Steve.
- Foundation (deeper dive now rather than later - foundation and trusses) & fire protex (not req'd by code - other ave? - \$200-\$300k) - \$4-\$5mm and no protex at all.
- Full kitchen renovation not in budget? By the time we finish a high-level kitchen it would be very very expensive.
- Hand painting vs spray painting.
- Family bathrooms are important.

01:41:30 Galaxy J3 Prime: Robert, can you please see if you can hear me when the previous person is done?