

CITY OF MERRITT

AGENDA FOR THE SPECIAL COUNCIL MEETING OF THE CITY OF MERRITT COUNCIL, TUESDAY, JANUARY 16, 1996 AT 7:00 P.M., MEETING ROOM #1, CIVIC CENTRE ██████████ CITY HALL, 2185 VOGHT STREET, MERRITT, B.C.

	<u>AGENDA</u>	<u>PAGE</u>
1.	<u>PRESENT:</u>	
2.	<u>CALL TO ORDER:</u>	
3.	<u>ADOPTION OF THE AGENDA:</u>	
	a) Special Meeting, Tues., Jan.16/96	1
4.	<u>PUBLIC HEARING: Nil.</u>	
5.	<u>PETITIONS/DELEGATIONS: Nil.</u>	
6.	<u>ADOPTION OF THE MINUTES: Nil.</u>	
7.	<u>BUSINESS ARISING FROM THE MINUTES:</u>	
8.	<u>UNFINISHED BUSINESS:</u>	
9.	<u>REPORTS:</u>	
	a) Memo, Jan.10/96 - Civic Centre - City Hall Master Plan	2-9
	b) Memo, Jan.12/96 - Merritt City Hall	10-11
10.	<u>BYLAWS:</u>	
11.	<u>CORRESPONDENCE:</u>	
12.	<u>NEW BUSINESS:</u>	
	a) Code of Conduct	
13.	<u>ADJOURNMENT:</u>	

MEMO TO: T.C. DAY
ADMINISTRATOR

FROM: DALYCE MACKEY
RECREATION MANAGER

DATE: JANUARY 10, 1996

RE: CIVIC CENTRE - CITY HALL MASTER PLAN

Agenda

In planning for the future site of the new City Hall and other possible buildings, this memo is to identify the decisions Council must make with respect to the long term master plan.

Conceptual Plans for the Civic Centre - City Hall - Theatre development were presented at the November 21, 1995, Special Council Meeting. Council suggested that a meeting be arranged between the City, Arts Council, NV Archives Association and John Weaver Committee to discuss the future facility interests of these different groups. Their interests may determine the final master plan for future property development.

Prior to the November 21, 1995, Special Council Meeting, an informal meeting with the interested parties mentioned above took place October 19, 1995. As a result of that meeting, upon request by the City, they arranged for a meeting with all their user groups and other interested parties. This meeting occurred December 7, 1995.

The December 7 meeting was attended by a few invited individuals, 4 City Councillors, the Mayor and myself. The Conceptual Plans of the City Hall - Theatre development were introduced and the future of Civic Centre was discussed. The meeting did not produce any concrete commitment from the parties with respect to the Theatre, Museum or any other planned facility. There was agreement that the priority for Civic Centre should be for conferences/conventions, and that the Arts Community would work around such scheduling. The concept of a theatre was well received, but recognized as a long term project. There was no representation from the Museum at this meeting.

Before completing this memo, I was able to contact Betty Williams, President of the Nicola Valley Archives Association for her comment. The suggestion was that currently the Museum is very short of space, and would be interested in expanding into the Seniors portion of the building. Currently they do not have the financial resources necessary to commit to a new facility.

The Seniors however, have very specific scheduling needs with their various programs and activities. Because of their established programs and various types of equipment (pool tables, shuffleboard), they were not considered flexible enough to move from their

present location and become a regular user of a renovated Civic Centre. Their current location suits their requirements very well.

1. THEATRE FACILITY

All indications suggest that although the interest for the Theatre exists within the Arts Community, funding for such a project presently is not available and may not be for many years. Long range planning suggests that allowing space adjacent to the Civic Centre for the Theatre would be sensible. There are many possibilities for a location for such a facility that would include, but not limited to, working in partnership with the School District and locating on school property (i.e., Sagebrush Theatre).

2. MUSEUM AND ARCHIVES FACILITY

The present location of the Museum is detrimental to their success to attract visitors, tourists and many local people. A more visible venue would enhance their profile and dramatically increase their attendance.

The Nicola Valley Archives Association would naturally jump at the chance to be located in a highly visible location, in a building with adequate space and amenities. The reality is that they do not have a source of funding for such a project and have severe restrictions on their current operating funds. If Council wished to provide the Museum with space, their request would be for 10,000 square feet. Presently the Museum has 4,000 square feet. Some of this space in a larger new facility would not be necessary if located in a complex with shared space and amenities. A Museum facility was not included in the original conceptual plan, consideration for additional parking and property would be necessary.

In this stage of planning, the Museum should be included in the long term plan. Eventually, the current Museum/Seniors Complex will not be large enough to accommodate both groups. The logical option is to relocate the Museum to a more visible location. An alternative to this suggestion is to expand the existing Museum/Seniors Complex.

3. LOCATION OF CITY HALL

The Conceptual Plans for the Civic Centre - City Hall - Theatre that were presented offered two different locations for City Hall. Council agreed that City Hall should be located on the South - East side of the property. This would locate City Hall in view from Voght Street and in front of Civic Centre.

The actual location on the South-East side of the property has not yet been determined, with respect to its' proximity to Civic Centre. Depending on the actual location, the main entrance to the building may be different, this must also be determined. Provided below are two scenario's for City Hall location.

Option A: Front Lot - Voght Street Frontage

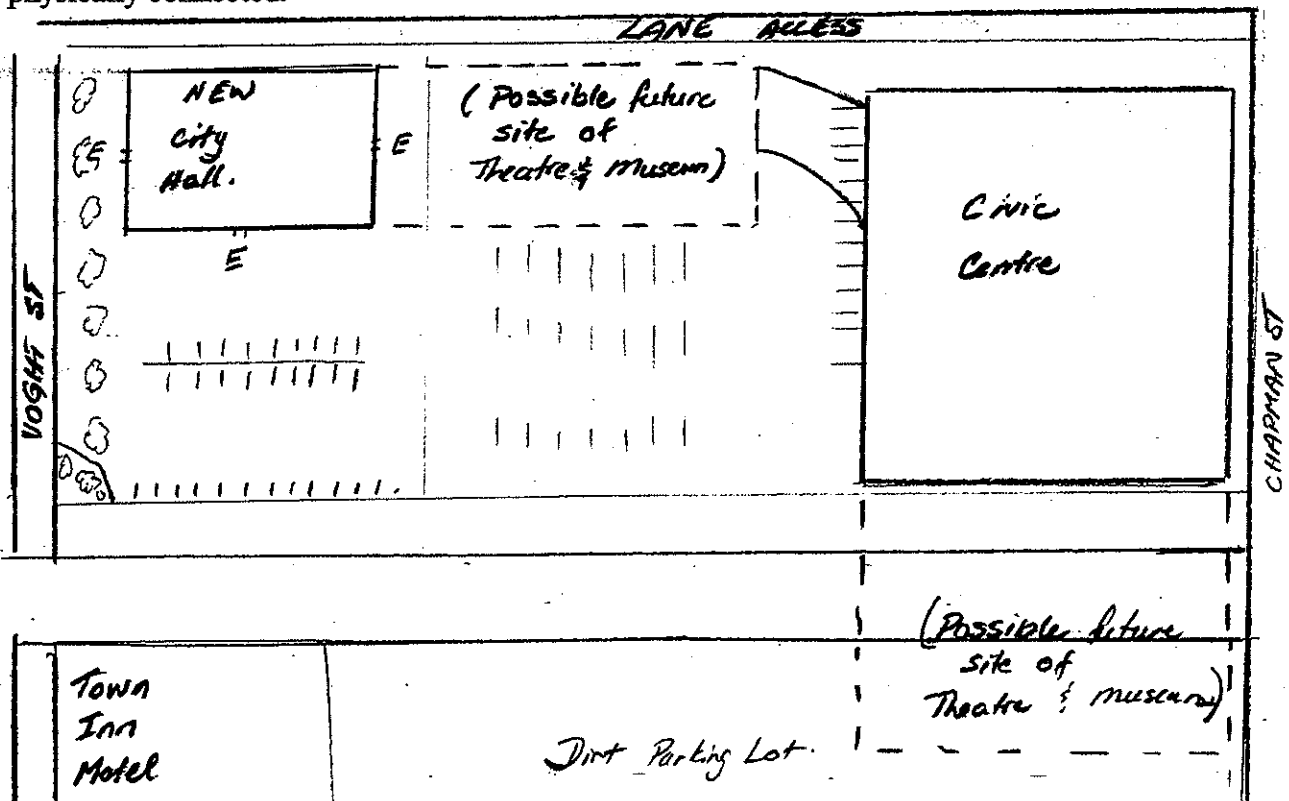
This location offers:

- Good visibility for drive by traffic
- Lower cost to providing paved parking.
- Physical connection to Civic Centre is less likely to occur with the distance between facilities.
- Unsightly lane is still exposed if connection to Civic Centre is not completed.

Main Entrance Options:

- West side entrance would provide easier access to parking lot and Civic Centre
- North entrance (facing Voght Street) would be most visible from Voght Street
- South Entrance could be used effectively if Civic Centre and City Hall were physically connected.

If either the West or North entrance option is selected, a secondary exit should be included. The exit would provide easy access to the building off the parking lot from the side or back side of the building and would be necessary should the facilities become physically connected.



Voght St

Electronic
Sign
Info Kiosk

Town Inn
Motel.

Parking

100ft

5ft

150ft

175ft

Lane Access

Paving

Civic
Centre

Proposed New Building is 60ft x 100ft.

1 square = 10ft.



OUR WATERWORKS IDEA MAN.

Option B: Mid Lot - Centered in existing paved parking lot and dirt lot.

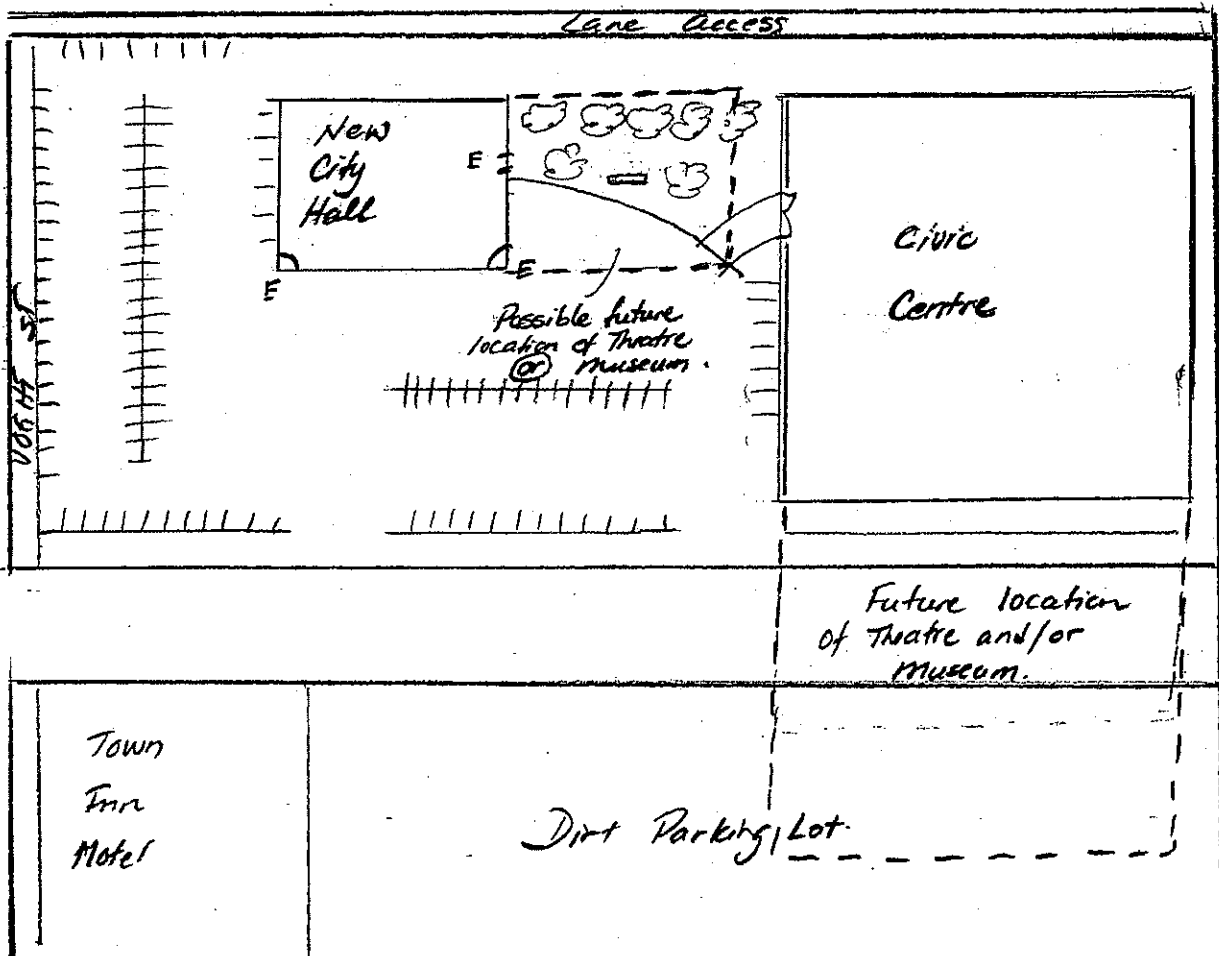
This location offers:

- Closer proximity to Civic Centre for physical connection.
- Obstructs view of unsightly lane
- Gives the appearance of a complex, rather than two separate facilities.
- Ease of communication between Civic Centre and City Hall.
- Additional expense to ripping up some of the existing paved area

Main Entrance Options:

- Corner entrance would be visible to Voght Street and provide easy access to parking areas.
- South side entrance could be used effectively if Civic Centre and City Hall are physically connected.

If the corner entrance is selected or another location other than the south side, a secondary entrance should be provided for if Civic Centre and City Hall are physically connected.



Voght St.

Electronic
Sign
Info Kiosk.

Parkings

← 120 ft. →

Existing Gravel Lot
(150ft)
← 45 m = 148.5 ft. →

← 200 ft. →

← 100 ft. →

LANE ACCESS

← 53 m = 174.9 ft. →

Parkings



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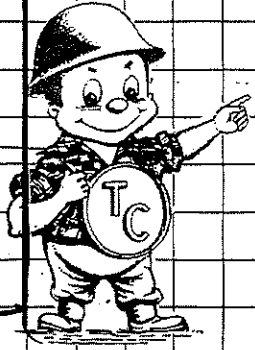
42 m
138.6 ft

Civic Centre

Town Inn
Hotel.

DRY LOT.

Proposed New Building is 60ft x 100ft.



1 square = 10ft

OUR WATERWORKS IDEA MAN.

CONCLUSION:

Development of a Civic Properties Master Plan has required reviewing the usefulness of our existing facilities, and discussing future facility needs. The original conceptual plans presented by Vic Davies for both the Arena/Pool and Civic Centre/City Hall developments gave us a vision and scope of possibilities for a Master Plan.

The Library, which will be joining the Pool/Arena Complex, may not be built for 5 years. In the interim, the old pool site which will be necessary for additional parking, should be seeded and used as greenspace. This would also improve the aesthetics of our City entrance along Voght St.

Review of the Seniors/Museum Complex revealed that although the present situation is adequate, there is exceeding pressure to expand, particularly by the Museum. As Merritt's retirement population continues to grow, the demand for recreation will increase. The Museum already feels cramped for space, but have no available funds presently for expansion. The future requirements of these two organizations need to be considered in our master planning process.

It is possible that funding for these two facilities may not be available for 10 - 15 years. Option "B" situates City Hall at the one side of a "U" shaped master plan, with the addition of the Theatre and / or Museum completing the other side of the "U" shape plan. Although this concept may be favorable, the completion of the "U" shape plan may not occur for several years. There will be also additional costs associated with Option "B". The expense to "rip up" the section of the existing parking lot necessary to accommodate the building would not be incurred with Option "A".

Option "A" location, situates the City Hall independent of a master plan involving the multiple facilities planned in the original "U" shape design. With the distance between the proposed location of City Hall and Civic Centre, space would be available to situate the Theatre and /or Museum in this location. Thus providing a complex design.

Providing a shield between the City Hall/Civic Centre property, and the lane access is not as feasible in Option A as in Option B is shown in the diagrams. If Civic Centre is promoted as a Convention Centre, an appealing barrier from the lane access should be considered such as a few park benches and trees to provide an outdoor retreat.

Council has 4 decisions to make before the final Master Plan can be drafted. The Master Plan would include the future development of the City owned property between Voght Street and Chapman St., presently the location of Civic Centre and adjacent parking lot areas.

1. The inclusion of a Theatre Complex and location.

2. The inclusion of a Museum Complex and location.
3. City Hall:
 - site location
 - positioning of the building for main entrance.
 - future connection and landscaping
4. Seeding the old pool site.

RECOMMENDATION:

1. That City Council approve the inclusion of both the Theatre and Museum complex for long term development.
2. That City Council approve funds to seed the old pool site.

I wish to reserve my recommendation to Council with respect to the location of City Hall, a Theatre and the Museum. There appears to be a variety of options and opinions on the issue, all of which have merit. By providing some options, Council will have the information necessary to make a decision.

Respectfully submitted,



Dalyce Mackey
Recreation Manager

MEMORANDUM

TO: Mayor and Council

FROM: Administration

DATE: January 12, 1996

SUBJECT: Merritt City Hall

The Treasurer and I have met with our Project Consultant for the City Hall Project. We need direction on one additional item other than location.

As Council is aware, we have generally sized the proposed City Hall to accommodate long term growth of the City (likely twenty years). Preliminary space allocations include:

Main Floor:

- 1,500 sq.ft. Council Chambers
- 1,500 sq.ft. Public Washrooms, Halls, Front Entry, Exit, Stairs, Elevator
- 3,000 sq.ft. Unfinished Area – to drywall stage, some lights, no ceiling tile, no paint, no carpet–ready for storage or alternate use.

Second Floor:

- 6,000 sq.ft. Finished Office – City Hall
 - including Elevators, Exits, Stairs, Sprinklers

Thus as City Hall requires more space our first option will be to move into the unfinished 3,000 sq.ft. area on the main floor and later move into Council Chambers, especially if the proposed Theater/Council Chambers becomes a reality. However, such a step would be very long term unless tremendous growth occurs.

In the meantime it is Administration's recommendation that Council consider leasing the unfinished 3,000 sq.ft. area on the main floor for commercial purposes. We envision that:

- space be allocated at the most opportune location (e.g. fronting Voght Street),
- a five year lease agreement be offered with opportunity for extension,
- the City advertise for proposals from prospective tenants,

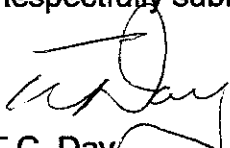
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- any rental revenues should cover debt payments on the short term borrowing necessary to complete the project; thus, City Hall will be constructed without any debt costs at all.

The other side of the issue is, Council will have to decide if it wants to be a competitor in the commercial real estate business.

Council's direction is requested.

Respectfully submitted,



T.C. Day,
City Administrator

TCD:la