

Tuesday, April 28, 2026

6:00 PM

McFarland Municipal Center
5915 Milwaukee St, McFarland
Community Room

AGENDA

The public may attend in-person or remotely through the Zoom webinar or telephone options listed below. *Please Note: Virtual attendance is offered as a convenience, but technical difficulties beyond the Village's control may prevent or limit its availability at any meeting. The public is encouraged to attend the meeting in person to assure full access to the proceedings.*

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/83521304605>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 835 2130 4605

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER.
2. ROLL CALL.
3. PUBLIC APPEARANCES.
 - a. This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to village.clerk@mcfarland.wi.us to be included with the agenda materials.
4. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the February 24, 2026 meeting.
5. BUSINESS.
 - a. Review and discussion regarding the proposed McFarland Municipal Center Facility Plan Scope of Services.
6. SCHEDULE NEXT MEETING DATE.
 - a. To be determined.
7. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Tuesday, February 24, 2026 - 5:30 PM

1. CALL TO ORDER.

Village President Brassington called the Committee of the Whole meeting of the McFarland Village Board to order at 5:30 pm in the Community Room of the McFarland Municipal Center.

2. ROLL CALL.

Village Board members present: Village Trustee Kathy Annen, Village Trustee Ken Boyd, Village President Stephanie Brassington, Village Trustee Luke Fessler, Village Trustee Alisa Leamy, Village Trustee Miguel Peña, Village Trustee Lowell J. Prill

Village Board members not present: None

Staff Present: Village Administrator Matt Schuenke, and Deputy Administrator/Clerk Cassandra Suettinger.

3. PUBLIC APPEARANCES.

a. This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to village.clerk@mcfarland.wi.us to be included with the agenda materials.

None.

4. APPROVAL OF MINUTES.

a. Motion to approve the minutes of the October 28, 2025 meeting.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the minutes of the October 28, 2025 meeting. Motion carries 7 - 0 - 0 by acclamation.

5. BUSINESS.

a. Discussion on review the vacant DEI Strategist Position.

The Village Board approved a referral on February 10, 2026 to review the position of DEI Strategist before we consider filling the vacancy. The board referred the matter to the Committee of the Whole to review our experience with the position including resource allocation, essential job duties and presence within the organizational structure. Village Staff presented the position description to discuss the essential functions of the position and our experience within the last two years. The board members provided input by reviewing the strengths, weaknesses, opportunities, and threats behind the position to support possible adjustments. Staff would review the input

provided, and the board members would review further at a Committee of the Whole in the future. No action was taken on the item.

6. SCHEDULE NEXT MEETING DATE.

a. To be determined as needed.

7. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Ken Boyd, to adjourn at 6:32

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator



**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, April 28, 2026

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Cassandra Suettinger, Deputy Administrator/Clerk, Andrew Bremer, Comm & Eco Dev Director, Katie Gletty-Syoen, Director, Lee Igl, Public Works Director

AGENDA ITEM: Review and discussion regarding the proposed McFarland Municipal Center Facility Plan Scope of Services.

PREVIOUS ACTION:

The Village Board hosted the first facility workshop at its meeting on February 3, 2026.

The Village Board hosted the second facility workshop at its meeting on March 19, 2026.

ISSUE SUMMARY:

The Village Board has been working with Village Staff to revise and reduce the space needs in order to make improvements to the Municipal Center facility. Two workshops have been held to study each of the space needs previously considered and further make changes to begin to create a new vision that meets the needs of the Community. The next step is to approve a Scope of Services to develop a new facility plan to move projects forward in a phased approach under the discretion of the Village Board. The Village will engage an Architect to assist the Village Board, Staff, and public with development of this plan. The Committee of the Whole is being used to present the draft scope of services, allow the board members to provide input, and make changes where needed.

The Scope of Services is presented as follows:

1. **Purpose** - General executive summary of the need for the facility plan.
2. **Plan Objectives** - These are the specific achievement the board looks to complete through the development of this plan. The work will need to align with the Community and include various options for engagement. The Village Board needs to understand the finances behind the recommendations and has discretion to set the budget for the projects. Improvements recommended would be broken into phases that fits within the budget set by the board while focusing on reusing or repurposing existing space as much as possible within a one-story project. Sharing space and creating options for multi-purpose space will be emphasized, and all long term maintenance needs will be addressed where applicable.
3. **Scope of Work** - This section outlines what the Architect will need to do to achieve the objectives. The proposal they provide back to us will show the board how it plans to do that. They will need to research the project, lead engagement, apply necessary



architectural skills to develop the plan, make sustainability recommendations, and provide alternatives for cost consideration.

4. **Deliverables** - This will be the final report when the scope of work has been completed to achieve the objectives. It should be inclusive of all the work done as part of the plan especially a site plan, general floor plan, detailed floor plan, renderings, timeline, and cost estimates will be key. This section also spells out how many meetings we are planning with the different groups listed.
5. **Miscellaneous** - The proposal submitted will include the information listed within this section.
6. **Terms and Conditions** - These are standard for all proposals we consider.
7. **Appendices** - The main appendix is the first one outlining our space needs. This is the list we reviewed at the last workshop to reduce the overall scope of the project and lower the impact to the building.

We will review these sections in the Committee of the Whole meeting, and discuss them with the board members. No action is anticipated as part of this meeting, it is simply to review the initial draft of this prepared scope of services.

Remaining schedule for the Scope of Services:

- April 28 - Committee of the Whole Review
- May 12 - Village Board Final Review and Action
- June 9 - Village Board or Committee Review of Proposal
- June 23 - Village Board Final Review and Action on Proposal.
- July 1 - Begin Plan Development

These dates are provided as an estimate. The process will advance or not at the discretion of the Village Board.

FINANCIAL/BUDGET IMPACT:

The 2026 Budget was approved to utilize \$145,750 to develop the Facility Plan. This is using unspent proceeds from previously authorized borrowings. This does not use new borrowed money.

VILLAGE PLAN REFERENCE:

[McFarland Municipal Campus Plan](#) - May 2023

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Provided for discussion only. No action associated with this meeting.

ATTACHMENTS:

1. McFarland Municipal Center Facility Planning Scope of Services 04232026 mgs



2. Appendix A - Space Needs 2026



*McFarland Municipal Center
Facility Plan
Scope of Services*

May 12, 2026

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SECTION 1

Purpose

The purpose for this Scope of Services is for the Village to engage an Architect to assist in the facility planning needs for the McFarland Municipal Center. The building presently is approximately two-thirds vacant and the Village desires to plan how it can be improved to better serve remaining departments as well as other community needs. The Municipal Center is home presently to the Administration, Community Development, and Senior Outreach departments along with providing general space needs for various Community functions. It formerly housed the Village's public safety departments which moved into a new facility in 2023 vacating their old spaces to be repurposed. This plan will guide how the Village goes about implementing its recommendations to update existing spaces, create new uses from vacant spaces, and find creative economical solutions aligned with the Village's budget and vision for the project.

SECTION 2

Plan Objectives

A. The Plan will meet the following objectives in order to serve as a guide for the recommendations desired within:

- i. Plan will align with the vision established by the Community serving the best interest of its residents.
- ii. Dynamic platforms for engagement will be created to gather feedback from the public, targeted stakeholders, Village Board, and Staff.
- iii. Recommendations for improvements will align within the financial benchmarks set by the Village Board.
- iv. Projects will be aligned into phases within that fit within the financial benchmarks set for the project.
- v. Emphasis will be provided within the plan to reuse and repurpose existing structural features while limiting full reconstruction of areas where possible.
- vi. Opportunities to share space between users should be evaluated to avoid singular use space where appropriate while maximizing multi-purpose options.
- vii. Building footprint as it currently is situated will be maintained to the extent possible avoiding the possibility for expansion either horizontally or vertically.
- viii. Appropriate structural and mechanical analysis will be conducted to later guide the design process as needed.
- ix. Plan phasing will take into account the need for temporary offices within the structure in a methodical manner.
- x. Conceptual floor plans will be created that will allow for the seamless transition into the design process within a phased approach at the discretion of the Village Board.

SECTION 3

Scope of Work

A. The Architect will be able to provide facility planning services specific to the future phased improvements within the Municipal Center. Additionally, the Architect will be able to provide architectural, civil engineering, structural, mechanical, and urban design services to the extent necessary to be able to fulfill this Scope of Work. The Village has already prepared the space needs for the project included within Appendix A. The Architect will work with the Village to develop a facility plan that properly integrates those needs within the existing facility to meet the stated objectives. The desired services to develop the plan include, but are not specifically limited to the following:

- i. Review the already completed 2017 Comprehensive Plan, 2017 Facilities Master Plan, 2021 Public Safety Center Design/Specifications, 2023 McFarland Municipal Center Campus Master Plan, and other related planning documents as needed for background on this project.
- ii. The Architect will be responsible for proposing various formats of public information sessions, workshops, and surveys to gather input that aligns with the recommendations. This will include engagement with the Public, Targeted Stakeholders, Elected Officials, and Staff. The Architect will consider the inclusion of specialized public relations assistance to support the need for communications about the plan.
- iii. Using industry standards, project experience, and input from the Village, the Architect will conduct appropriate conceptual space programming for the building interior including basic information such as sizes, space requirements, workflows, activities, and special uses. This will be applied to the space needs provided by the Village in Appendix A of this Scope of Services.
- iv. The Architect will facilitate meetings with the Village as needed to develop basic components and general planning of the building program including building systems, equipment, materials, and code compliance in order to support service needs.

- v. The Architect and Village will work jointly to schedule up to five tours of comparable facilities with similar spaces to help assist in the facility planning process.
- vi. The Architect will make preliminary recommendations regarding sustainable options to consider in the construction of the Facility as prescribed by Leadership in Energy and Environmental Design (LEED) standards or other sources.
- vii. The Architect will make recommendations regarding alternative materials, construction methods, or design features that offer potential cost savings while meeting desired quality standards.

B. These are the general requirements for the creation of a facility plan for the Municipal Center and are not intended to be an all-inclusive list of tasks and deliverables. It is expected that the Architect will provide the Village with more specific recommendations for approaches, tasks, and deliverables based on their experience and expertise from past work on similar projects. Innovative approaches that meet the intent of the Plan Objectives and Scope of Work are welcomed, these could be presented as additional services or additional approaches within their response.

SECTION 4

Deliverables

A. The Architect shall complete a Facility Plan that contains a summary of the planning process and those items described in the Section 3, Scope of Services. The final plan document(s) shall be user friendly, incorporating graphics and minimizing text to present a clear and concise planning document using plain language. At a minimum, the Plan will contain the following deliverables:

- i. Plan narrative that outlines and describes the work conducted to complete the planning project.
- ii. A Site Plan showing the Municipal Center and immediate surrounding areas.
- iii. Conceptual floor plan showing categorical layout by Department and other general areas to confirm fit and flow within the building.
- iv. Detailed floor plan to show specific room layout for offices, shared work areas, hallways, space for mechanicals, and all other areas defined within the space needs.
- v. Schematic detailed cost estimates that forecast the improvement costs proposed within the plan that are phased within a budget established by the Village Board.
- vi. Preparation of interior and exterior renderings/sketches depicting the recommended improvements proposed for the floor plans recommended.
- vii. Phased implementation plan noting the anticipated timeline for individual phased design and construction schedule.

B. The process to complete the Facility Plan will take into account the following meetings:

- i. Public – 3 Public Information Meeting estimated at 2 hours each.
- ii. Village Board – 12 Workshop/Meetings estimated at 2 hours each.
- iii. Village Staff – 12 Meetings estimated at 3 hours each.

- iv. Stakeholder Engagement – 6 targeted engagements for key stakeholders in the Community planned for a period of 1-2 hours each.
- v. Virtual, telephone, and email engagement with Staff to facility plan development as needed within the duration of the project.
- vi. Meetings not listed here or are otherwise in addition to what is listed here will be addressed between the Village and Architect on a case by case basis.

C. The final plan put forth for acceptance shall be completed in such a way that it can be fully integrated with other plans and initiatives adopted by the Village. The Architect shall provide the Village with an electronic copy of the final plan in its original and pdf format, including attachments, drawings, graphics, or tables used to create the plan.

SECTION 5

Miscellaneous

A. The Architect will provide a proposal to outline the approach they will take toward the completion of these tasks. An explanation of any variances to the proposed Scope of Work as outlined in this document, and any insights into the project gained as a result of developing the proposal or from past project experiences.

B. Proposal will further consist of:

- i. **Key Personnel** – A list of personnel directly assigned to the project, along with responsibilities on this project and resumes. Clearly illustrate the responsibilities and lines of communication and authority relative to your project management team. The firm’s Project Manager, who will be responsible for planning, coordinating, and conducting the majority of the work, including meeting attendance with the Village, must be identified and committed to the project. The Village reserves the right to approve Architect’s project manager, any requested personnel, and/or subcontractor changes during the course of the project.
- ii. **Quality Control** – Describe quality control measures and processes to ensure the project requirements are achieved within the project budget.
- iii. **Village Commitments** – Identification of those items within the Scope of Work for which the Architect anticipates assistance by the Village. Village Staff will serve as the point of contact for public inquires during the planning process, will attend all public meetings, will maintain a project website, and provide public outreach of planning activities through existing Village social media outlets, electronic and community newsletters.
- iv. **Project Schedule** – A proposed schedule that indicates project milestones by phases or tasks, delivery of draft and final project deliverables, and overall timeline for completion of the Plan. Identification of meetings with Village Staff, Village committees, and the public, including summary of targeted discusses and meeting outcomes.
- v. **Supplemental Information** – Any other information deemed necessary to address the requests within this document.

C. Cost and Labor Hours Proposal consisting of:

- i. **Cost** – Lump Sum price to complete the plan as proposed within this document.
- ii. **Estimated Labor Hours** – A summary of estimated labor hours by task, or phase, that clearly identifies the project team members, their hourly rate, and the number of hours performed by each participant organized by task or phase.
- iii. **Additional Scope/Fees** – Total fee, hours per employee, and hourly rates by employees, for any additional services not identified as included in the Architect’s base Scope of Work.

D. **Property** – All information developed as part of this request, including graphics and data, shall become the property of the Village upon completion of the report. All text shall be submitted electronically as is most convenient. All original graphics generated as a part of the request shall be submitted to the Village in an easily reproducible hardcopy and electronic format as applicable.

SECTION 6 Terms and Conditions

The proposal will be reviewed to determine if it meets the submittal requirements contained within this request. Failure to meet the requirements within this request can be cause for rejection of the proposal. The Village may reject the proposal if it is conditional, incomplete, contains irregularities, or if in the sole discretion of the Village not considered in our best interest. The Village may waive an immaterial deviation in the proposal, but this shall in no way modify the proposal document or excuse the Architect from compliance with the contract requirements. The Village Board will take final action to approve the proposal as submitted by the Architect.

The Village uses a standard template contract (Appendix B) for such services and will require its utilization for this project. A copy of the standard template is provided as part of this request and will be updated to adapt to the proposal ultimately selected.

There is no expressed or implied obligation for the Village to reimburse the Architect for any expenses incurred in preparation of this proposal. Materials submitted by the Architect are subject to public inspection under Wisconsin law. Any language purporting to render the entire proposal confidential or proprietary will be ineffective and will be disregarded.

The Village will not discriminate against individuals due to sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other characteristics protected by law.

Submission of a proposal indicates acceptance by the Architect on these Terms and Conditions as contained within this request, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the Village and Architect.

All property rights, including publication rights of all reports produced by the selected firm in connection with services performed under this agreement shall be vested in the Village.

SECTION 7 Appendices

Appendix A Space Needs

Appendix B Standard Contract Template

Administration

Staffing Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Administrator	Existing	Dedicated	Office	Retrofitting in 2026. Considering changes to position. Combined btw. Admin, CD, & SO. TBD through Future Staffing Plan.
Deputy Administrator (DH)	Existing	Dedicated	Office	
Clerk	New	Dedicated	Office	
Finance (Manager)	Existing	Dedicated	Office	
Human Resources (Generalist)	Existing	Dedicated	Office	
DEI Strategist	Existing	Dedicated	Office	
Admin Staff (Deputy Clerk)	Existing	Shared	Co-Working Space	
Admin Staff (Admin Asst)	Existing	Shared	Co-Working Space	
Admin Staff (Admin Asst)	New	Shared	Co-Working Space	
Admin Staff (TBD)	New	Shared	Co-Working Space	
Communication Manager	Existing	Dedicated	Office	Retrofitting in 2026.
Communications Specialist	Existing	Dedicated	Co-Working Space	TBD through Future Staffing Plan. Workspace with Server Room.
Media Producer	Existing	Dedicated	Co-Working Space	
Camera Operators	Existing	Dedicated	Co-Working Space	
Comms Staff	New	Dedicated	Co-Working Space	
Technology Staff	New	Dedicated	Office	

Support Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Waiting	Existing	Shared	Lobby	Large Medium Supplies, Elections, etc. Records Retention Schedule For Staff For Staff For Staff For Staff For Staff
Conference Room	Existing	Shared	Multi-Purpose	
Conference Room	Existing	Shared	Multi-Purpose	
Storage (General)	Existing	Dedicated	Secure	
Storage (Files)	Existing	Dedicated	Secure	
Shared Work Room	Existing	Shared	Multi-Purpose	
Break Room	Existing	Shared	Multi-Purpose	
Mothers Room	New	Shared	Secure	
Restroom	New	Shared	Multi-Purpose	
Restroom	New	Shared	Multi-Purpose	
Control Room	Existing	Dedicated	Multi-Purpose	Shared work space for Comms.
Production Storage	Existing	Dedicated	Multi-Purpose	Tied to Control Room.
Server Room (Comms)	Existing	Dedicated	Secure	Aligned with Control Room.
Server Room (Village)	Existing	Dedicated	Secure	Aligned with Technology Staff.

Community and Economic Development

Staffing Spaces

Title	Existing/New	Dedicated/Shared	Office Type	Notes
Director	Existing	Dedicated	Office	TBD through Future Staffing Plan.
Associate Planner	Existing	Dedicated	Office	
Building Inspector(s)	Existing	Dedicated	Office	
CD Staff (TBD)	New	Dedicated	Office	
Community Dev Specialist	Existing	Shared	Co-Working Space	
Commercial Elec Insp	New	Shared	Co-Working Space	
Open Work Station	New	Shared	Co-Working Space	

Support Spaces

Title	Existing/New	Dedicated/Shared	Office Type	Notes
Waiting/Reception	Existing	Shared	Lobby	Study combining with Administration
Files	Existing	Dedicated	Secure	Property files, other required plans.
Conference Room	Existing	Shared	Multi-Purpose	Medium

Senior Outreach

Staffing Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Director	Existing	Dedicated	Office	Break off Meal Staging. Programs, Events, Volunteer Coord.
Case Manager	Existing	Dedicated	Office	
Case Manager/Outreach Spec.	Existing	Dedicated	Office	
Nutrition Manager	Existing	Dedicated	Office	
Outreach Staff (TBD)	New	Dedicated	Office	
Volunteer Office/Work Space	Existing	Dedicated	Office	

Support Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Kitchen	Existing	Shared	Multi-Purpose	Dept/Vil Meal Program, Events, Prog
Dining	New	Shared	Multi-Purpose	Meal Program, Events, Programs
Dining Storage	New	Shared	Multi-Purpose	Meal Program, Events, Programs
Indoor Lounge Area	New	Shared	Multi-Purpose	Align with main Waiting area.
Meal Staging	Existing	Dedicated	Co-Working	Break off from Nutrition Mgr Office.
Conference Room	New	Shared	Multi-Purpose	Medium
Treatment Room	New	Dedicated	Private	Small
Multi-Purpose Room	New	Shared	Multi-Purpose	Combine Class, Craft Room uses.
Exercise Room	New	Dedicated		Dedicated for various exercise progs.
Exercise Storage	New	Dedicated		Dedicated to support exercise progs.
Storage/Work Room	Existing	Dedicated		General Storage, Copy, Shared Work
Restroom	New	Shared	Multi-Purpose	For Staff
Restroom	New	Shared	Multi-Purpose	For Staff
Loan Closet	Existing	Dedicated	Secure	Storage
Loan Closet Work Area	New	Dedicated	Secure	Cleaning, Sanitizing, Repairing.

Facilities (Public Works)

Staffing Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Facility Manager	New	Dedicated	Shop/Office	For related facility work on site.

Support Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Janitorial/Storage	Existing	Dedicated	Secure	

Equipment/Mechanicals

Title	Existing/New	Priority	Room Type	Notes
VAV Valves	Existing	Medium	Mechanical	Built into phased remodeling plan.
Valve Actuator	Existing	Medium	Mechanical	Built into phased remodeling plan.
A/C Air Handling	Existing	Low	Mechanical	
Chemical Pot	Existing	Low	Mechanical	
Water Heater	Existing	Low	Mechanical	
Water Softner	Existing	Low	Mechanical	
Electrical Panel	Existing	Low	Mechanical	Forecast longterm needs.
Generator	Existing	Low	Mechanical	Forecast longterm need.
Doors	Existing	Low	Structural	Empahsis on exterior, accessibility.
Windows	Existing	Low	Structural	Evaluate during planning.
Lighting	Existing	Yes	Structural	Built into phased remodeling plan.

Common/Community Areas

Staffing Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes

Support Spaces

Title	Existing/New	Dedicated/Shared	Room Type	Notes
Community Room	Existing	Dedicated	Meeting	Shift use as a staged meeting room.
Garage Bay	Existing	Shared	Multi-Purpose	Large Event, Active Use
Kitchen (Warming)	Existing	Shared	Multi-Purpose	Attached to Garage Bay
Restroom (Men)	Existing	Shared	Public	Accessible, Universal Design
Restroom (Women)	Existing	Shared	Public	Accessible, Universal Design
Restroom (Gender Neutral)	Existing	Shared	Public	Accessible, Universal Design
Outdoor Area	Existing	Shared	External	Only Garage Bay Apron.
Parking Lot (North)	Existing	Shared	External	Repave, Restripe
Parking Lot (South)	Existing	Shared	External	Repave, Restripe
Overhang, Covered Drop Off	New	Shared	External	Entrance, Support Meal Program