

Executive Summary

Long Range Planning - City Market Development Decisions

1. Committee is meeting bi-weekly and contains the following individuals:

<u>LEPFA Board</u>	<u>LEPFA Staff</u>	<u>Parks Board</u>	<u>City/EDC</u>
Charley Jansen - P	Eric Hart - P	Dusty Fancher - A	Brian Anderson - P
Tim Haggart - P	Scott Keith - P	Brian Smith - P	Bob Jonson - P
Charles Mickens - A	John Hooper - P	Paul Carrier - P	
John Decker - A		Rick Kibbey - A	

NOTE: A - denotes not present, P - denotes present

2. December 3rd Meeting
 - a. The committee received the first draft of the schematic designs. The group discussed many items relating to the overall design.
 - b. Discussions were held concerning the inclusion of diagonal parking spaces designed to be backed into vs. traditional pull-in diagonal parking. The committee was in favor of diagonal parking and requested more information relating to back-in diagonal parking.
 - c. There was concern expressed about the location of the proposed restrooms. A discussion ensued about the location and gaining further confidence that the restrooms would be accessible during large special events if the Market was not open. There was discussion about adding additional doors for security to possible reduce staffing costs. The architect will continue to look at options.
 - d. Discussions about the height of the restroom ceilings and materials occurred. There were also suggestions about using glass or glass block in areas to create more natural light in the restrooms. Architect will look at options.
 - e. Discussion about the proposed walking trail/biking trail by-pass was discussed. Management identified that with the quick work of the City on the CMI riverfront improvement grant, the work on the river will occur simultaneously with the City Market development. The by-pass will need to be redesigned based on its location in relationship to the riverfront improvements.
 - f. It was discussed that the area where the sun bowl is presently located will become a larger plaza for events. Studio Intrigue along with the Riverfront Development architects will work together to develop this area. Management informed both architects of the need to design the areas with the ability to meet both the walking path and vending programming needs of both parks and the City Market. It was reemphasized that the areas must appear to be one but be separated to ensure there are never times when the walking paths are restricted due

to vehicular traffic while setting up for vending. The concept of this area would be as a grand plaza and would include some of the following elements:

- i. Areas still need to be visually and physically separated.
 - ii. Examples of this may be decorative light poles or bollards.
 - iii. Suggestions were made to make sure the by-pass is creatively done
 - iv. CMI Architect will contact Studio Intrigue with expanded designs and the parties will work together on design cohesiveness.
- g. Studio Intrigue updated the committee on the civil engineers reports. The soil reports are due on December 5th. Civil engineer is doing an analysis on the cut and fill required for the project for DEQ permit application.
 - h. The committee made recommendations for changing the appearance on the entry ways to match. Also, it was discussed that the entry area on the West side that faces the park should be of grander scale.
 - i. It was requested that the architect take a closer look design elements of the West Side of the facility. It appears to be very plain and members of the committee wanted to have the architect look at options for improving the look in this area.
 - j. Discussions were held about installing an elevator pit in the initial construction for the future addition of a mezzanine level. Lower cost to complete during initial construction vs. after completion.
 - k. Discussions continue relating to the mechanical systems of the building and it is still the desire of the group to include as many sustainable energy systems as financially possible with the facility.
 - l. Discussions about green space around the building and the possible use of a cistern or rain gardens was discussed.
 - m. There was a review of project timeline. We are presently still on schedule with the original schedule with a proposed construction start on April 1st.
 - n. The DEQ permit process is still a concern. The riverfront development architect is taking the lead on combining the permit application to include the accident fund development, riverfront development and the City Market development. This should save all the projects on permit costs and will help in reducing the amount of time the permits will require.
 - o. Studio Intrigue was directed to share all survey and testing information with the riverfront development architects to also assist in reducing design times due to duplicating similar testing and sampling.
 - p. A preliminary budget will be discussed at the December 17th meeting.
 - q. The committee discussed the public meeting that will be held. It was confirmed that the public meeting will be held on December 18th at 6pm at the Lansing Center. Press releases will be issued the week of December 8th to announce the time, date and location to the general

public. Studio Intrigue will manage the agenda and flow of the public meeting.

3. Events Impacted by the Development
 - i. No further discussions occurred on this topic.

4. Design Process
 - a. As design progress, the USDA will be contacted for review and discussion as we enter the design/development stage of the design process.
 - b. Once more information is available, we will be working to attend an East Side and Downtown Neighborhood meeting to provide updates on our progress.

5. Bidding Process/PLA - No Update

6. Business Plan Status
 - a. Management updated the committee about the ongoing meetings with MSU.
 - b. Vendor Handbook and operating policies being revised.
 - c. Market Study underway and EDC has selected vendor to complete the study. Information from this report will be included in the business plan.
 - d. MSU may provide a student project group to work on an unspecified project relating to the operations of the City Market. Program options are still being discussed and reviewed by MSU and market management.

7. Process
 - a. Council Representatives continue to be updated at the monthly LEPFA board meeting as further work is completed between updates.
 - b. This document and progress reports will be placed on the City Market website on the Updates page.
 - c. LEPFA continues to hold meetings with the Administration, EDC, Public Services and the Planning and Neighborhood Development department to gain assistance and maintain a working timeline for completing the project.