

**WINN ROOM SUBCOMMITTEE SPRING 2024 WORKPLAN - DRAFT**

*At the City Council's December 12, 2023 Special Meeting on the Winn Room Renovation, the City Council received community feedback and posed additional issues for research and analysis. The proposed Workplan addresses these issues across a set of Subcommittee meetings.*

Subcommittee Meeting Date	Issue	Implementation	Status
<b>March 20, 2024</b>	Public Participation in future Winn Room Subcommittee Meetings	All future subcommittee meetings will be open to the public with formal agendas noticed per the Brown Act	COMPLETE. As of first meeting on 3/20/24, all meetings will be public and noticed.
	Input from prior Subcommittee Member	Formally invite Mr. Heinze to participate and engage with future Winn Room renovation considerations	COMPLETE. Mr. Heinze was invited to participate on March 20, 2024 and all future meetings.
	Public Outreach Process	Plan outreach tools to foster significant public engagement program to include: (1) Outreach event(s), especially on weekend (2) Personal interactions to address questions, obtain feedback Use Project Coronado website for information and feedback solicitation	Presented March 20, 2024.
	External Venues	Confirm the availability and cost of external venues for partnership opportunities with Lambs, Playhouse, COSA, etc. to utilize these spaces more. Compare these costs with Options 3 and 4.	Presented March 20, 2024

<b>Meeting #2 TBD</b>	City Internal Room Scheduling	What can be done with scheduling with all City room assets (Winn, Nautilus, Boathouse, Grand)  Show more detail about the types of current Winn Room uses and where they could shift (i.e. non-profit groups meetings; lectures;	
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		musical performances; high-profile author events).	
		Consider streamlining the reservation system for non-profit groups	
	Fees and Costs	What considerations or changes are needed to accomplish greater flexibility of room use	
	Staffing and Hours	Provide a plan for staffing management to allow greater use of rooms other than Winn Room. Consider expansion of hours.	
	Develop 5 <sup>th</sup> Alternative	Explore upgrades to the Grand Room and Winn Room Upgrades (Options 1 and 2) and merge use of the rooms	

<b>Meeting #3</b>	Accessibility	Explore ADA, Accessibility and Accessible A/V options	
	Acoustic Properties	Explore use of drapes or other sound attenuation to improve acoustics	
	Potential Tree Impacts	Conduct a safety analysis to evaluate the health of Library Park trees. Develop options for replacement and transplant of any displaced trees, including costs.	

<b>Meeting #4</b>	Public Input on Options	Present and discuss options and receive in person feedback	
	Refine Project Objectives	Define the intended purpose of the Winn Room and goal of remodel (50 year project)	