

Midway City Council
28 February 2018
Work Meeting

Business Hub / Town Hall

PROPOSAL FOR A SHARED WORKSPACE ON MAIN STREET

VISION

Bring a **shared workspace** to **Main Street** in an effort to provide a collaborative working environment for the community.

WHAT IS A SHARED WORKSPACE

A shared workspace, often called a co-work space, is a single location where individuals --usually not employed by the same organization-- come together to work. Typically, these co-work spaces have open layout floor plans that encourage networking and collaboration. They are designed to bring people out of home offices and into a community setting.

SHARED WORKSPACES AND THE GENERAL PLAN

A shared workspace on Main Street supports the ideas expressed in the General Plan:

1. **A gathering place for interacting and coexisting:** The General Plan describes Main Street as “a public gathering place for residents...to interact and coexist with one another.”¹ A shared workspace on Main Street embodies this vision by inviting dozens of locals to work in a collaborative environment in the heart of downtown Midway.
2. **Repurposed historic buildings:** The General Plan encourages “alternative uses for historical buildings”². Historic buildings are ideal for shared workspaces as their architecture creates an inspiring work setting.
3. **Opportunities to work within the community:** The General Plan sets the goal of “creat[ing] the opportunity for more residents to work within the community rather than commuting to adjacent areas”³. A shared workspace naturally supports this.
4. **A stronger downtown:** A shared workspace on Main Street will “strengthen the downtown”⁴ as its participants spend more time frequenting local restaurants and businesses.

PROPOSAL FOR “THE HALL”

We propose creating a shared workspace, “The Hall,” in the upper west wing of Town Hall. The Hall would convert the vacant Puppet Storage Room and nearby closet into a workspace. We outline some key considerations surrounding this proposal:

- **Key Lease Terms**
 - The Hall LLC will sign a 12 month lease and will pay a variable rent based on the number of people using the co-working space.

¹ Midway City 2017 General Plan, page 58.

² Midway City 2017 General Plan, page 63.

³ Midway City 2017 General Plan, page 31.

⁴ Midway City 2017 General Plan, page 63.

- The variable rent will be \$50 per person per month with a minimum of \$200.00 per month.
 - The number of persons will be determined by the number of key fobs issued.
 - The city will issue access to up to 22 people without further approval.
 - The Hall LLC will provide high-speed internet for the coworking space as well as offer it to staff/volunteers of community events that take place in the Town Hall
 - Co-work space users will sign an agreement that they will **not**:
 - park in the Main Street spaces in front of the Town Hall
 - bring guests (including children)
 - use any other areas of Town Hall
 - The Hall LLC will provide a certificate of 3rd party property insurance
 - All other terms consistent with those in the Midway Art Association lease
- **Security**
 - Cowork space users will use the existing key fobs to enter the main doors
 - Key fobs will have names attached to serial numbers to ensure that an accurate record is kept of all entrants
 - The Hall LLC will add a keypad entry to the door to the co-work space
 - The Hall LLC will place a security camera in the co-work space
- **Modifications**
 - The Hall LLC will remove the carpet and clean up the concrete floors
 - The Hall LLC will remove the shelves in the closet and Puppet Storage Room
 - The Hall LLC will install a sign at the base of the stairs in the foyer of the Town Hall
 - The Hall LLC will pay to upgrade the electrical power in the room as necessary
 - The Hall LLC will pay to install an HVAC system in the space if necessary

