

AGENDA
McCall City Council
Special Meeting
February 26, 2016 at 9:00 a.m.
McCall City Hall (Lower Level)
Legion Hall
216 East Park Street

WORK SESSION

9:00 a.m. City Campus Facilities Planning

A Work Session is a Special Meeting of the Council that is generally held in a more informal manner or setting than a business meeting, and where the purposes may be for, but not limited to, the following:

1. To study, deliberate or review one or more topics or emerging issues for potential action at a future date,
2. To vet the status of matters that are intended to be presented on the agenda of an ensuing business meeting unless exceptional circumstances apply,
3. To engage in public comment or dialog, or
4. To participate in presentations with City staff or other subject matter experts.

In general, final votes are not taken at a Work Session, but there are commonly procedural votes on the disposition of various matters.

Americans with Disabilities Act Notice:

The City Council meeting room is accessible to persons with disabilities.

If you need assistance, please contact City Hall at 634-7142.




City of McCall

Campus Facility Planning


Presenters: Nate Coyle, Michelle Groenevelt, John Powell, Dennis Coyle, Meg Lojek

Overview

- Background and Objectives
- Funding & Process Partners
- Planning Components
 - Treasure Valley Transit
 - McCall Library
 - City Facilities
 - Phase 1 – TVT Partnership
 - Phase 2 – Annex Disposition Options



Background and Objectives

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- ## Background
- **McCall Comprehensive Plan**
 - Establish the city's civic campus as a key anchor of the downtown.
 - Provide for the expansion of the public library within the civic campus area, including enlarged children's and young adult areas, meeting rooms, public restrooms, special collection areas, and expanded areas for computers, leisure reading, work rooms, and general collection development.
 - Consider shared City/Library space

Background

- **McCall Comprehensive Plan**
 - McCall's public parklands, open space areas, civic properties (i.e. city hall campus, fire station, etc.) schools, and other public sites should become a connected system accessible by pedestrians and bicyclists from throughout the town and surrounding area. Citizens in the Comp Plan expressed much interest in creating a connected "Green Network"

Discussion Introduction

- **City-Wide Facility Challenges**
 - The City faces numerous challenges from aging facilities
 - At this time, a bond or financing option to construct new facilities does not seem realistic
- **Opportunities**
 - Resolve top-2 office space deficiencies within City inventory; allows time for eventual investment in City facilities
 - Annex facility
 - Parks and Recreation facility

Current Campus Challenges

- Challenges on the Campus
 - Cramped existing office space within the Annex
 - Annex working conditions are poor based on poor ventilation, heating, cooling etc.
 - Parks/Rec split presence between Airport and Annex
 - Long term use of airport violates FAA grant assurances
 - FAA authorized short term use of facility only; not intended to be a long term solution
 - Existing Library does not meet capacity needs for use by the community

Objectives

- Planning Objectives
 - Provide ample/safe office space for city staff on the campus allowing optimal service to community
 - Solve the long-standing Parks and Recreation facility issue by producing a co-located facility and store front
 - Provide ample space for use of the Library by our community
 - Seek solutions which are:
 - Maximizing the benefits of partnerships
 - Affordable and realistic
 - Available for execution in a reasonable timeline
 - Produce benefits for a 15/20 year planning horizon
 - Consider longer term investment planning strategy:
 - Public Works & Police Department

Funding & Process Partners

- Current Allocated Funding
 - FY16 - \$250,000 for Parks/Rec relocation
 - FY17 - \$350,000 originally for grant match with TVT to build a new structure at the site of the Annex
 - \$600,000 in total funding currently available
 - Library has \$250K in CD and may have grant funding opportunities or may execute a capital funding campaign in the community
- Other Partnerships
 - Treasure Valley Transit – New Facility

Campus Plan Overview



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Planning Components

McCall Library

- Discuss McCall Library facility planning efforts



Library expansion Status update

- Professional library design consultant - RFP issued 2/22/2016
- Conceptual design, specific space planning, and cost estimates for finished project
- Proposals due March 28, hired firm will begin work in June 2016 and consult all stakeholders, including City staff and Council
- Looking for long-term, cohesive plan for entire city campus to maximize land space
- Interest in shared space (Garden City model) if appropriate

Background Library Info

- 1972: McCall library building opened to house 5,000 items and 40 programs
- Library now hosts 35,000 items and 225 programs
- 1987: First Expansion Committee
- 2001: Second Expansion Committee
- City Council recommended use of Annex property for library expansion in 2003
- Since then: 82% growth in circulation; 567% increase in program attendance
- LOT / City Council approved \$25,000 to fund new expansion plans in 2015
- Third (and Final) Expansion Committee began in late 2015
- Library construction Return on Investment is consistently 400-500%
- Library cardholders outnumber Amazon customers by almost 5 to 1
- Libraries are flexible, adaptable, and more relevant than ever, with a 94% satisfaction rate

Library Expansion Option A

- Expand north, west, and south
- Adds 9,000 sq ft



Planning purposes only-Library Expansion Committee

Library Expansion Option B

- Expand to the south and east, not including Annex area
- Adds 4,000 sq ft



Planning purposes only-Library Expansion Committee

Library Expansion Option C

- Expand to the south and east, including Annex area
- Adds approx. 6,900 sq ft



Planning purposes only-Library Expansion Committee

Planning Components

City Campus Facilities – Phase I

- Consider a partnership with Treasure Valley Transit for use of space in newly acquired facility

Phase I – TVT Partnership

- Phase I – Partner w/TVT for use of office space within new facility on City Campus
 - Negotiate a commercial lease through use of mutual benefit
 - Transfer staff from City Hall to TVT under lease of space
 - Transfer staff from Annex to City Hall

Step 1 – TVT Office Space

- ✘ TVT completes office space
- ✘ Community Dev. Dept. moves to TVT space
- ✘ 6 employees transfer
- ✘ CDD Director, Permit Tech, City Planner, Building Official, Grants, GIS Analyst, GIS Tech
- ✘ 1300 S.F. in new facility
- ✘ Cost: \$20,000 - \$25,000 for equipment and I.T. costs

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Step 2 – Relocate annex staff

- ✘ Annex staff to City Hall (Finance, Utility Billing, & HR)
- ✘ 7 Employees
- ✘ HR Manager, HR Coordinator, Treasurer, Dep. Treasurer, Accts Payable, Utility Billing, I.T. Admin
- ✘ 1,000 S.F.
- ✘ Cost: Minimal

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Planning Components

City Facilities – Phase 2

- Options for Parks/Recreation Facility Space. Refurbish the Annex or seek other facility space off of the City Campus.

City Facilities – Phase 2

- Produce a new Parks and Recreation Facility
 - Option 1 – Remodel Annex for Parks/Recreation Storefront
 - Option 2 - Purchase commercial space/construct a new facility
 - Option 3 – Leverage use of museum site
 - Option 4 – Construct facilities at Public Works site

Option I – Remodel Annex

- Option I – Remodel Existing Annex
 - Facility analysis indicates good structural condition of Annex facility
 - Remodel facility to provide Parks and Recreation storefront and equipment facility at rear of structure
 - Cost Impact: Estimated to be achievable w/existing funds (\$400K – \$500K)


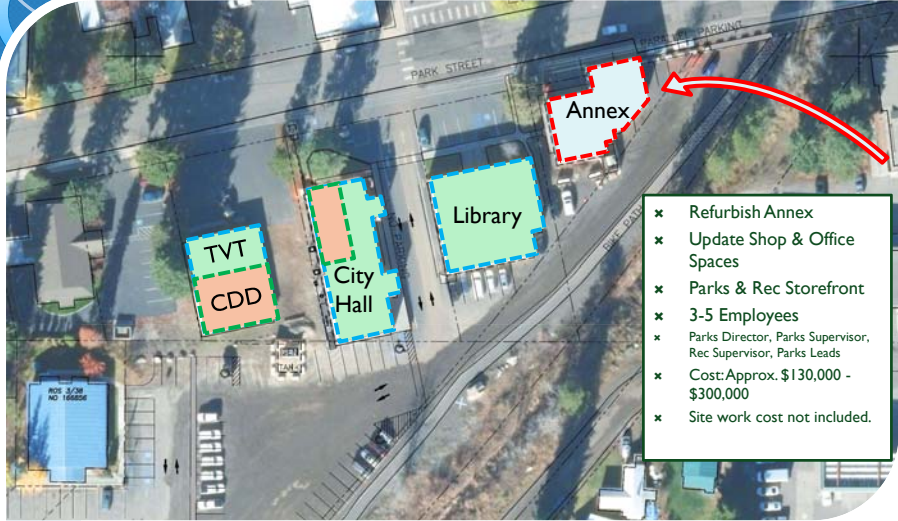
Option I – Remodel Annex



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Option I – Remodel Annex


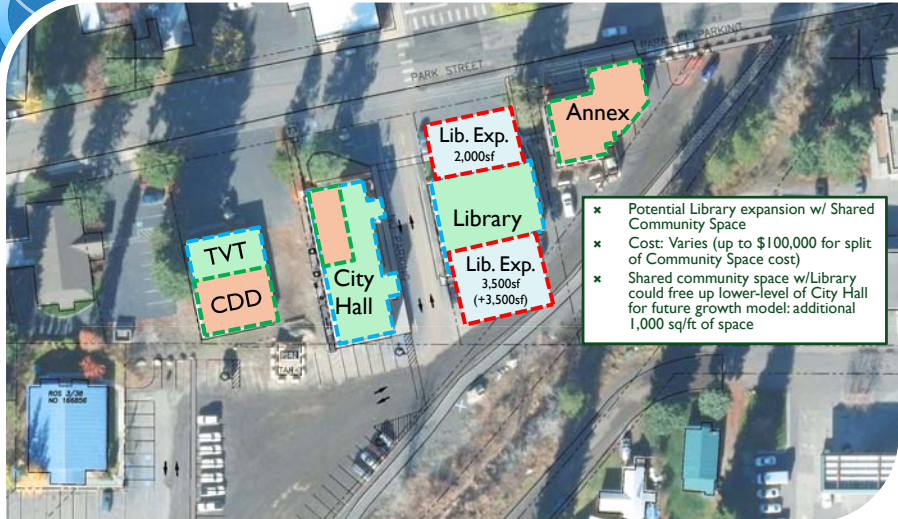



- ✘ Refurbish Annex
- ✘ Update Shop & Office Spaces
- ✘ Parks & Rec Storefront
- ✘ 3-5 Employees
- ✘ Parks Director, Parks Supervisor, Rec Supervisor, Parks Leads
- ✘ Cost: Approx. \$130,000 - \$300,000
- ✘ Site work cost not included.

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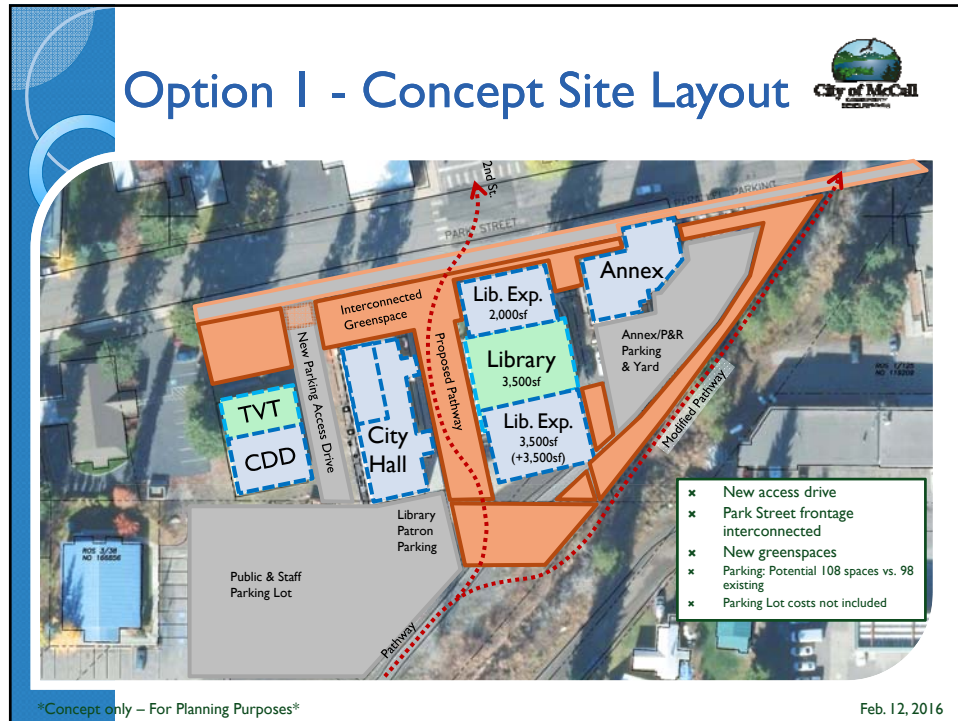
Option I – Library Expansion

- ✘ Potential Library expansion w/ Shared Community Space
- ✘ Cost: Varies (up to \$100,000 for split of Community Space cost)
- ✘ Shared community space w/Library could free up lower-level of City Hall for future growth model: additional 1,000 sq/ft of space

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Option I – Pros/Cons

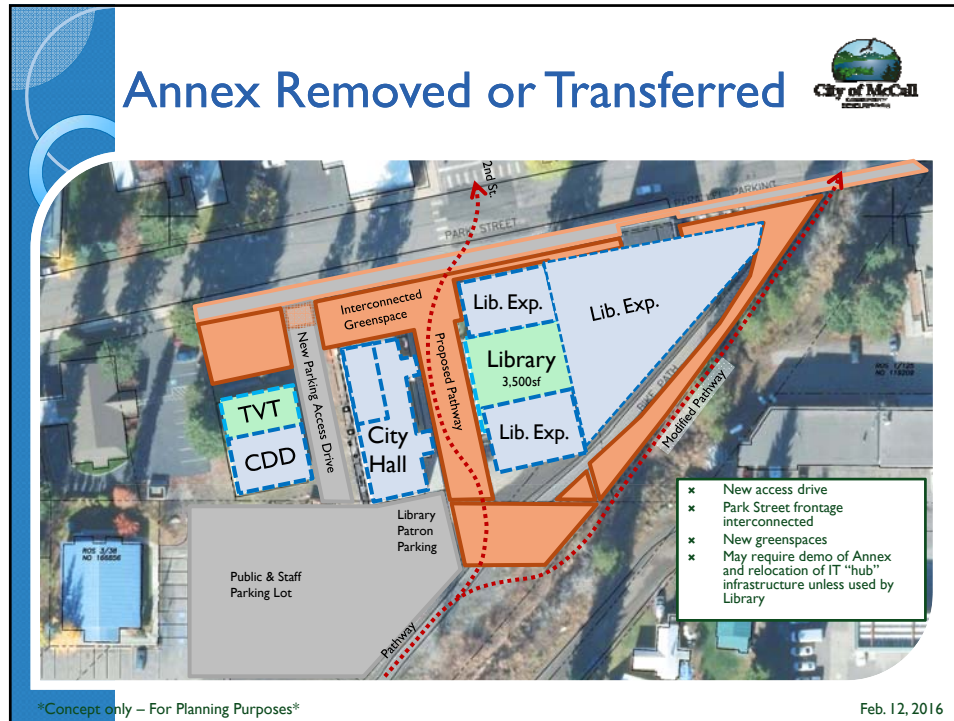
- Pros
 - Parks/Rec under one roof allowing a share of resources to increase efficiency
 - Cost should be within budget
 - Lay-down yard and material area can be screened
 - Remodel will improve aesthetics of campus
 - Short timeframe for completion
 - O&M should decrease marginally

Option I – Pros/Cons

- Cons
 - No room for growth – this option must be acceptable for the estimated 15-20 year growth expectation
 - Does require additional site work/screening expenditures
 - Work along Park Street will be funded by Streets LOT
 - Grant funded pathway must be moved to meet remodel needs
 - Parks equipment remains on city campus

Planning Components

City Facilities – Phase 2
Options 2 Through 4



Option 2 – Purchase Commercial Space/Structure

- Option 2 – Purchase existing commercial space and structure
 - This option seeks commercial space for a development of a new structure
 - Cost of a new structure metal Parks/Recreation structure is estimated at ~\$350K in addition to property acquisition (\$115K+), site preparation, IT infrastructure, and disposition of Annex
 - Cost Impact: Estimated to require additional funding (\$700K - \$1M)

Option 2 – Pros/Cons

- Pros
 - Parks/Rec under one roof allowing a share of resources to increase efficiency
 - New building constructed to meet needs of Parks/Recreation
 - Lay-down yard could be screened in site development
 - Library has more options for expansion
 - O&M should remain equal however maintenance of a new site may increase expenditures slightly
 - Short timeframe for completion

Option 2 – Pros/Cons

- Cons
 - Site costs will be high and will include land purchase and IT infrastructure installation
 - This site will not be in the downtown core which may have a negative impact to operational efficiency for Parks/Rec staff
 - Does not provide centralized campus services in accordance w/planning directives
 - Potential additional cost for demolition of Annex and relocation of IT “Hub” infrastructure

Option 3 – Museum Site

- Option 3 – Leverage use of museum site for consolidated Parks/Rec function
 - This option requires remodeling of existing facilities on site for storefront & construction of a new equipment storage facility which could cost \$350K along w/ site prep, IT infrastructure, and disposition of Annex
 - This option requires agreement with the existing Museum Board for a partnership to operate and maintain the site
 - This would most likely incur an increase in annual O&M based on the outcome of the agreement
 - Cost Impact: Estimated to be achievable w/existing funds (\$500 - \$600K) for one time cost but incurs increased O&M going forward

Option 3 – Pros/Cons

- Pros
 - Parks/Rec under one roof allowing a share of resources to increase efficiency
 - Could provide a broader use of museum site property and more vibrant/active atmosphere
 - We already own the land
 - Lay-down yard could be screened in site development
 - Library has more options for expansion
 - Removes Parks equipment function from City Campus
 - Short timeframe for completion

Option 3 – Pros/Cons

- Cons
 - Political challenge based on history for use of the facility/location
 - This site will not be in the downtown core which may have a negative impact to operational efficiency for Parks/Rec staff
 - Increased O&M expenditures for maintenance of facilities
 - Many of these facilities on this site could potentially require substantial investment to keep in safe/useable condition

Option 4 – Public Works Site

- Option 4 – Relocate Parks and Recreation to Public Works
 - This option requires completion of a site planning analysis and new structure for Parks/Rec at ~\$350K along w/ site prep, IT infrastructure, and disposition of Annex
 - Public Works is currently a non-conforming use w/in residential zoning and would require rezoning of the parcels
 - Cost Impact: Estimated to be achievable w/existing funds (\$500 - \$600K)

Option 4 – Pros/Cons

- Pros
 - Parks/Rec under one roof allowing a share of resources to increase efficiency
 - We already own the land
 - Site designed to meet needs of Parks/Recreation
 - Lay-down yard could be screened in site development
 - Library has more options for expansion
 - Removes Parks equipment function from City Campus
 - Still within the downtown core

Option 4 – Pros/Cons

- Cons
 - Zoning issues exist at the site
 - May require additional site work and screening based on zoning concerns
 - Provides a more substantial footprint at Public Works if long-term plan is to relocate the PW facility



Direction From Council

- General Direction Regarding Proposals
- Direction Regarding Options for Parks and Recreation
 - Do we plan to keep the Annex, transfer it to the Library (if desired), or demolish the structure?
 - Are we comfortable allocating additional funds to the effort if the direction is to seek other facility options?