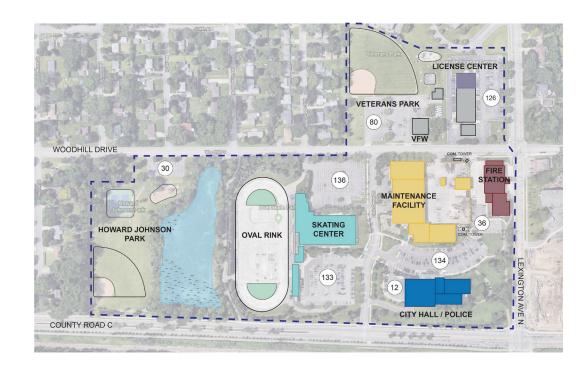


The City of Roseville hired BKV Group to develop a Civic Campus Master Plan to provide an overall plan for the City's Civic Campus based on the City's short and long-term space needs.

# KEY GOALS OF THE CIVIC CAMPUS MASTER PLAN STUDY INCLUDE THE FOLLOWING:

- Identify a final resolution to the Maintenance Facility space needs
- Identify where on campus the License Center should be located
- Identify how much space each department needs given current operations and potential staff growth
- Identify the best use of the existing City Hall building and opportunities for expansion







### STEPS COMPLETED TO DATE

- Department kickoff meeting
- Questionnaires issued to departments
- Interviews held with each department to review questionnaire & preliminary space programming
- Space programs reviewed with departments
- Initial conversations with Doug Setley, the commander from the VFW







#### MAINTENANCE FACILITY

- Vehicle Storage lacks ability to handle all current equipment, and adequately provide safe storage for largest equipment
- Vehicle and Equipment Service lacks working bays to service equipment in a safe, efficient and timely manner
- Exterior Storage and Working areas are constrained by adjacent uses and need to accommodate significant vehicle circulation paths, restricting site use
- Multiple sites are utilized for equipment storage, some of which are not owned by Roseville

#### **CITY HALL**

### **Engineering**

 More efficient use of space is desired to allow for a central file area with plan layout and additional workspace for interns

### IT

Additional space is needed for current and future staff growth; current space utilization is awkward and inefficient

### Parks & Recreation

- Security at front counter is a concern
- Department break-out space is desired for collaboration and projects
- Lack office/workspace
- Lack consolidated seasonal equipment/supply storage







#### CITY HALL CONTINUED...

### Community Development

- Staff break-out space is desired for group plan review and training
- Lack space for public to access electronic documents at counter (electronic permit submissions)
- Lacking a small consultation room adjacent to service area to improve operational efficiency

#### Finance/Admin/HR

- Improve department layout for efficient workflow and better visibility of the public counter
- Lack workspace for interns
- Expand computer access for staff/public interaction at the front counter
- Lack break-out space for staff and workspace for assembling documents
- Lack private space for testing

#### **Police**

- Lack training spaces, locker space, indoor squad parking
- Lack office space
- Improved space for Patrol report writing

#### LICENSE CENTER

- Lack conference space for staff meetings
- Improved visibility and layout for operational efficiency
- Lack staff workspaces





		DE	PARTMENT STAFF SPAC	ES	
	2020 CURRENT	IMMEDIATE	IMMEDIATE	15-YR. PROJECTED	15-YR PROJECTED
DEPARTMENT	AREA (SF)	AREA NEED (SF)	SPACE GROWTH (%)	AREA (SF)	SPACE GROWTH (%)
Parks & Recreation	2,586	3,077	19%	3,249	26%
Finance	1,437	1,615	12%	1,615	12%
Administration	1,579	1,643	4%	1,805	14%
Community Development	2,582	3,258	26%	3,322	29%
Engineering / Public Works	2,498	2,515	1%	2,515	1%
Information Technology	2,298	3,220	40%	3,911	70%
Police	34,118	37,203	9%	39,488	16%

		CITY HAL	L BUILDING GROSS SQU	JARE FEET		
	2020 CURRENT	IMMEDIATE	IMMEDIATE	15-YR. PROJECTED	15-YR PROJECTED	
DESCRIPTION	AREA (GSF)	AREA NEED (GSF)	SPACE GROWTH (%)	AREA (GSF)	SPACE GROWTH (%)	COMMENTS
City Hall	67,600	84,410	25%	88,546		For 15-yr projection, approximately 6,000 GSF of the additional space needed is garage space for City Hall and Police vehicles.
Without IT Department & Additional Garage Space	67,600	74,868	11%	78,244	16%	





		LICENSE CEN	ITER BUILDING GROSS S	QUARE FEET	
	2020 CURRENT	IMMEDIATE	IMMEDIATE	15-YR. PROJECTED	15-YR PROJECTED
DESCRIPTION	area (GSF)	AREA NEED (GSF)	SPACE GROWTH (%)	AREA (GSF)	SPACE GROWTH (%)
License Center / Passport	5,164	10,514	104%	10,514	104%

I	MAINTENANCE FACILITY SPACES				
	2020 CURRENT	IMMEDIATE	IMMEDIATE	15-YR. PROJECTED	15-YR PROJECTED
FUNCTION	AREA (SF)	AREA NEED (SF)	SPACE GROWTH (%)	AREA (SF)	SPACE GROWTH (%)
Site Area (Acres)	4	12	213%	13	225%
Yard Area	59,000	128,000	117%	132,700	125%
Office / Admin	7,300	8,145	12%	8,800	21%
Service / Repair	3,800	14,604	284%	15,130	298%
Vehicle Storage / Workshop /					
Off-site Storage	64,800	77,885	20%	79,850	23%





### CIVIC CAMPUS MASTER PLAN - OPTION A

#### PROS:

- Utilizes entire existing facility for various functions
- New construction can occur without impacting existing maintenance operations
- Exterior site storage functions, where the noisiest activity would be located further from residential area
- VFW can remain and can be safely separated from Maintenance traffic
- Existing maintenance facility to remain can house other city department storage and police training needs to increase flexibility of existing space at City Hall
- License Center can be maintained in existing building or a new building constructed

#### CONS:

- Fleet Services would remain drive-in and back-out
- Renovation and remodel of existing vehicle service function would be costly and disruptive for a longer period versus a new construction









### CIVIC CAMPUS MASTER PLAN - OPTION B

#### PROS:

- Utilizes entire existing facility for various functions
- New construction North of Woodhill Drive can occur without impacting operations
- VFW can remain and can be safely separated from Maintenance traffic
- Existing maintenance facility to remain can house other city department storage and police training needs to increase flexibility of existing space at City Hall
- License Center can be maintained in existing building or new building constructed
- Vehicle Service has a distinct physical separation, which is preferred to keep general staff from wandering into these critical work areas
- Remodel/renovation of existing Maintenance Facility is the least scope of work

#### CONS:

- Fueling is remote from Fleet Services building
- New Fleet Services has very tight space around the facility
- Office addition required for Maintenance staff
- New storage building is only large enough to accomplish a rotational equipment storage operation







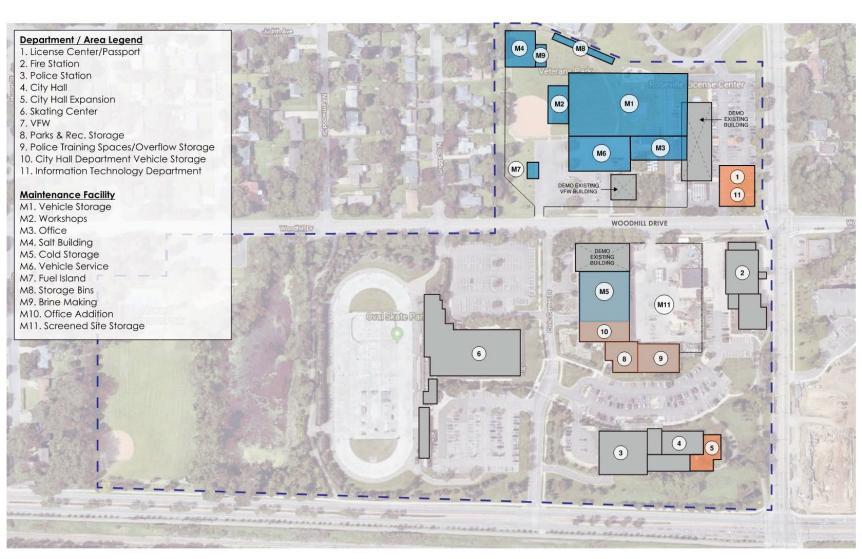
### CIVIC CAMPUS MASTER PLAN - OPTION C

#### PROS:

- New Maintenance Facility offers the most flexibility for the Public Works and Parks Maintenance Departments.
- A centralized Maintenance Facility offers the most efficient layout
- New construction on the adjacent site allows existing operations to remain intact
- Site area where portion of Maintenance Facility was demolished can be created into greenspace or additional parking
- Option to keep portion of maintenance facility marked for demolition and use for Police impound storage

#### CONS:

- New License Center building required
- VFW building is not able to remain
- Most likely the largest project cost, including demolition of a portion of the existing maintenance facility
- Large site area and site circulation for Maintenance facility fronting residential area would require additional screening







## **NEXT STEPS**

- Neighborhood & Community Outreach
  - Send out Flyers, City Newsletter and City Website notification of process and upcoming virtual meeting
  - Initial meeting to discuss process and possible options to get neighborhood input
- Review space programs with each department and discuss options of some staff working remotely and hoteling stations
- Prepare draft summary section on space programming findings for inclusion in final study document
- Develop Campus Master Plan options
- Review Campus Master Plan options with departments
- Tentative July 20, 2020 Council Update







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