



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

FROM: Sherilyn Lombos, City Manager

DATE: February 9, 2015

SUBJECT: Work Session for February 9, 2015

6:00 p.m. (30 min) – City Facilities Study Update. The task force charged with guiding the City Facilities Study has begun meeting; staff will present information that has been discussed and next steps in this project.

6:30 p.m. (20 min) – Tualatin River Greenway Trail Project Update. Staff will provide an update on the trail project including scope, schedule, budget and other issues.

6:50 p.m. (5 min) – Council Meeting Agenda Review, Communications & Roundtable. Council will review the agenda for the February 9th City Council meeting and brief the Council on issues of mutual interest.



STAFF REPORT

CITY OF TUALATIN

City Council Work Session

Meeting Date: 02/09/2015

Subject:

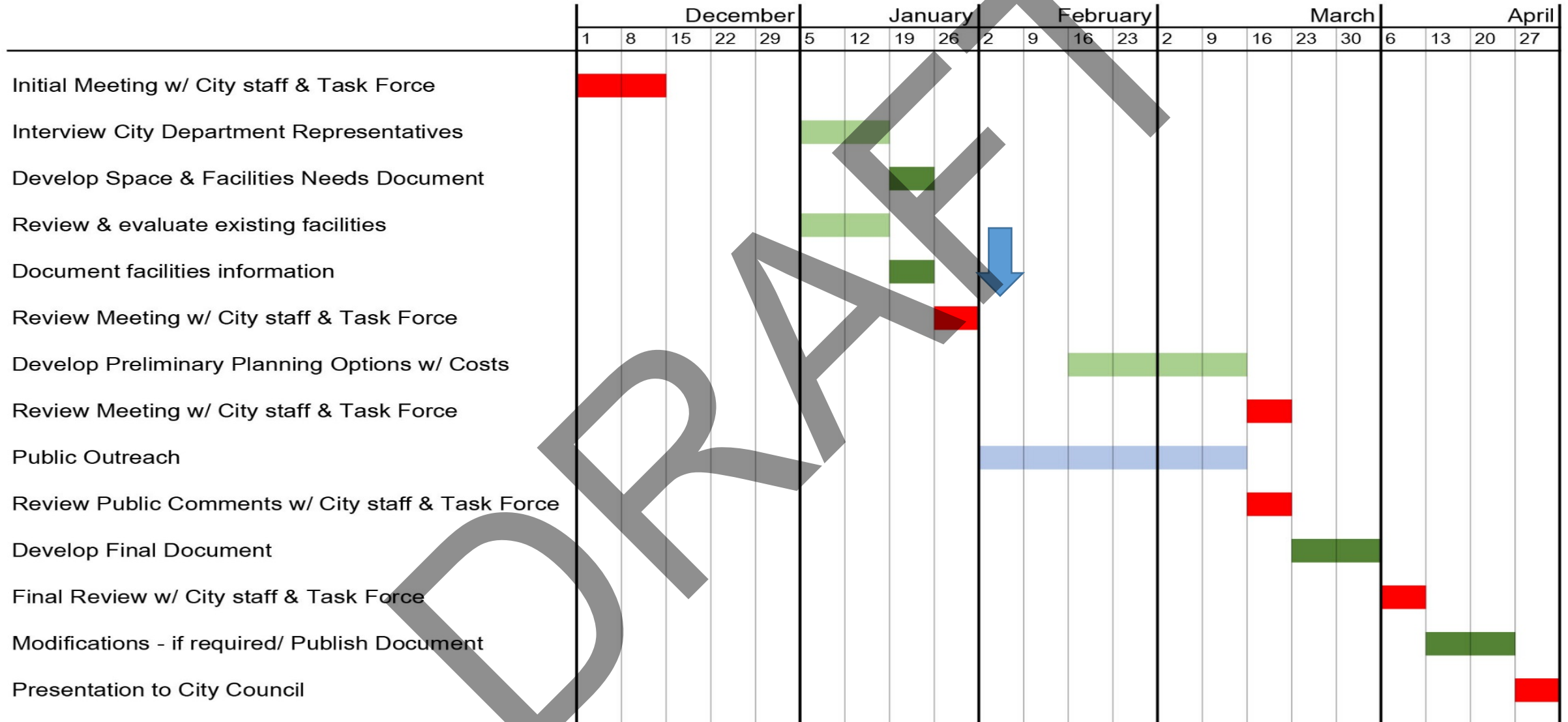
Through: Sherilyn Lombos, Administration

PowerPoint

city facility assessment task force meeting #3



schedule



DRAFT - Report Currently Under Review

Information Subject to Change

city facility distribution

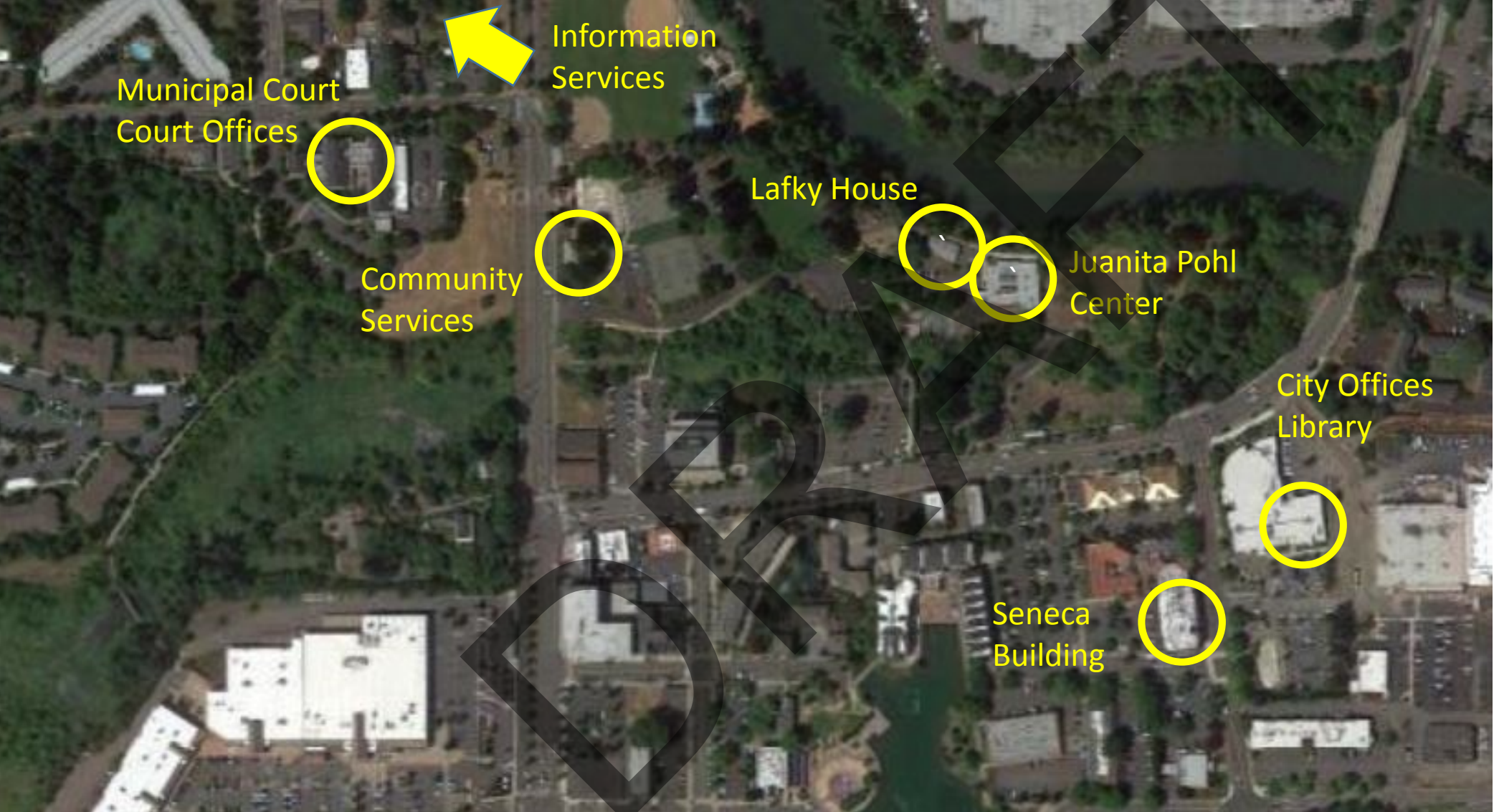


- A. SENECA BUILDING**
Administration
- City Managers Office
 - Human Resources
- B. LIBRARY**
Community Services
- Library
- C. CITY OFFICES**
Community Development
- Planning
 - Building
 - Engineering
 - Economic Development
- Finance**
- Administration Staff (2)
 - Passports
 - Utility Building
- Information Services**
- GIS
- Legal**
- D. JUANITA POHL**
Community Services
- Center Supervisor
- E. LAFKY HOUSE**
Community Services
- Finance
- F. COMMUNITY SERVICES**
Community Services
- Parks & Recreation
- G. TUALATIN POLICE DEPARTMENT**
- Municipal Court
 - Police Department

LEGEND:

*Other buildings occupied by City staff, but not included in this diagram include the Operations facilities which includes Information Services staff and the Public Works department.

facility assessments



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Information Subject to Change

facility assessments

Lafky House Observations:



Change of use would typically trigger code required upgrades:

- Seismic retrofit
- ADA renovation
- Fire/Life Safety

Residential floor loads are being use for office functions

Roof Replacement

Garage storage at risk of water damage

Temporary use restriction



Community Services Observations:

Change of use would typically trigger code required upgrades:

- Seismic retrofit
- ADA renovation
- Fire/Life Safety

Residential floor loads are being use for office functions

Roof Replacement

Basement storage at risk of water damage

Temporary use restriction



facility assessments

City Offices at Seneca Observations:

Stair risers exceed current Code limits

Travel distance to exit is exceeded

Evidence of roof leaks

Leased space

Information Services Observations:

Fire rating of server room walls can be increased

Fuel storage and dispensing in close proximity to Server Room

Roof Replacement is scheduled @ 2020/2025

facility assessments

Council Space Observations:



Continue maintenance and repair cycles

ADA accessibility deficiencies at restrooms

Potential energy efficiency improvements for lighting and HVAC controls

Temporary use restriction



City Offices/Library Observations:



Continue maintenance and repair cycles

Potential energy efficiency improvements for lighting and HVAC controls



facility assessments

Municipal Courts Observations:



Continue maintenance and repair cycles

Potential energy efficiency improvements for lighting and HVAC controls

Roof leak



Constraints and Restrictions:

Finance and Bond Restrictions

Existing structures will not support vertical additions

Renovations will require upgrades to current codes. Most restrictive codes will trigger seismic and energy upgrades.

Community Park Use Agreements restrict use of Pohl Center, Community Services and Lafky House for City Services

General lack of community meeting space and loss program space

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staff needs and program assessments

Definitions

Net Area: Area required for specific Use.

Useable Area: Contains a grossing factor to include circulation and interior walls.

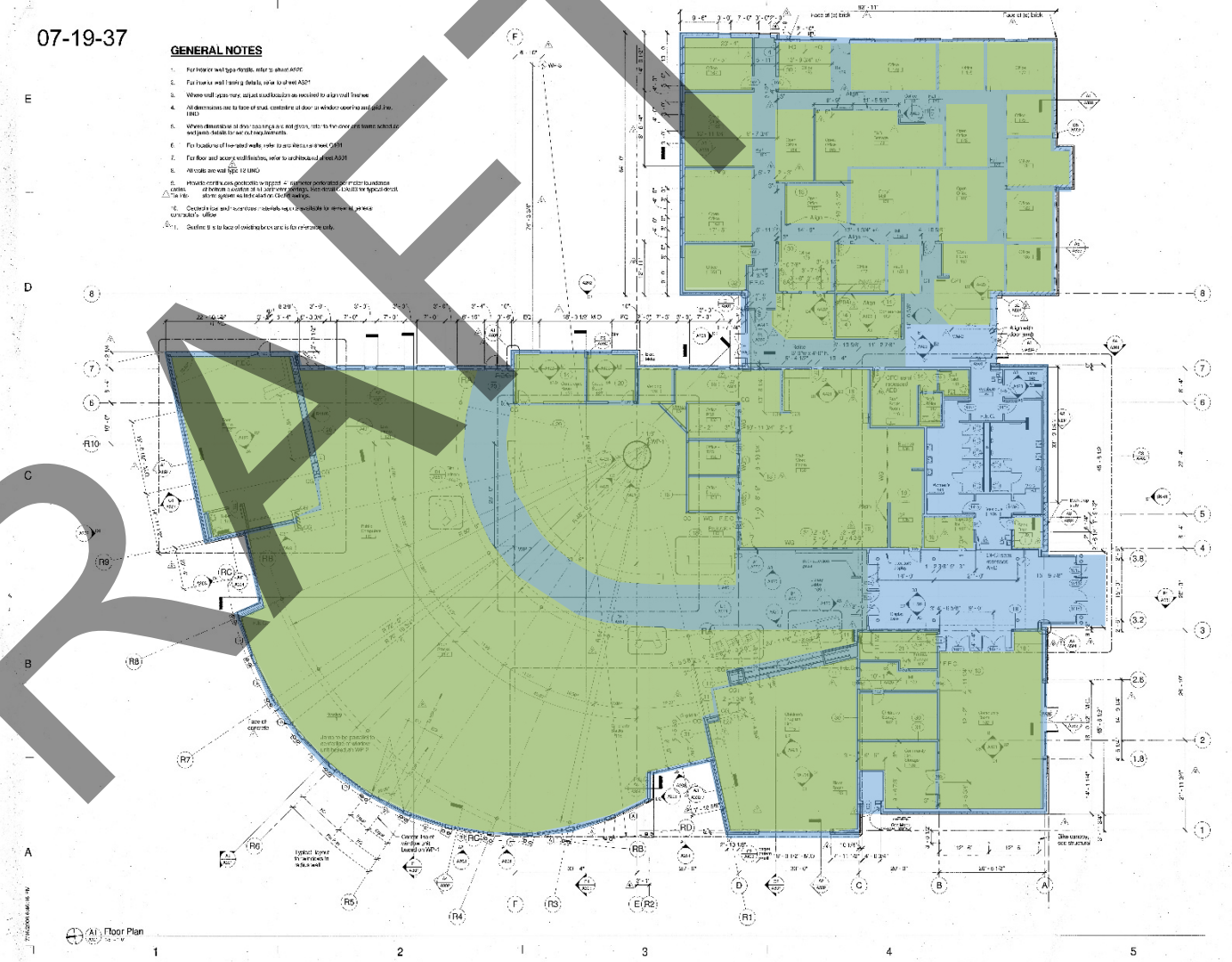
Gross Area: Total building area measured to outside face of walls and can include canopies/overhangs

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07-19-37

GENERAL NOTES

1. For finish wall types, refer to sheet A202.
2. For finish wall framing details, refer to sheet A201.
3. Where wall types vary, set out wall locations as needed for a structural frame.
4. All dimensions are to face of stud, centerline of door or window unless noted and add 1/2" for door.
5. Where dimensions of this drawing do not agree with the floor plan, these shall control over the floor plan.
6. For location of horizontal walls, refer to sheet A201 and sheet A202.
7. For floor and ceiling heights, refer to architectural sheet A201.
8. Vertical dimensions are to finished floor.
9. Where notes conflict, the notes in this sheet shall control over the notes in other sheets.
10. Check for and coordinate with other sheets for areas of project.
11. Details are to face of member unless otherwise noted.



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ARCHITECTURE, PLANNING, INTERIORS
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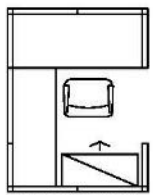
Tualatin Public Library
Addition and Remodel
Contract Documents
Tualatin, Oregon

STATE OF OREGON
REGISTERED ARCHITECT
No. 10000
Name: [Name]
Title: [Title]

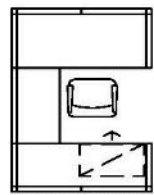
A101

area standards

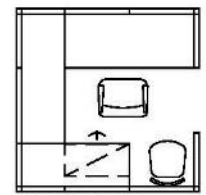
WORKSTATIONS



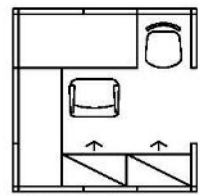
WORKSTATION
SIZE: 6' X 8' (48 S.F.)



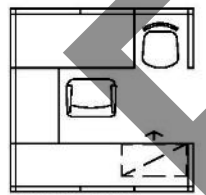
WORKSTATION
SIZE: 6' X 8' (48 S.F.)



WORKSTATION
SIZE: 8' X 8' (64 S.F.)

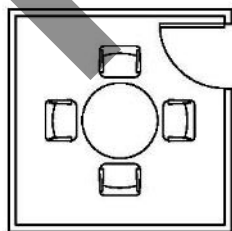


WORKSTATION
SIZE: 8' X 8' (64 S.F.)

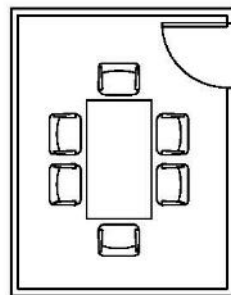


WORKSTATION
SIZE: 8' X 8' (64 S.F.)

CONFERENCE ROOMS

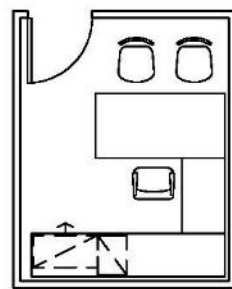


CONFERENCE ROOM
SIZE: 10' X 10' (100 S.F.)
OCCUPANCY: 4 PEOPLE

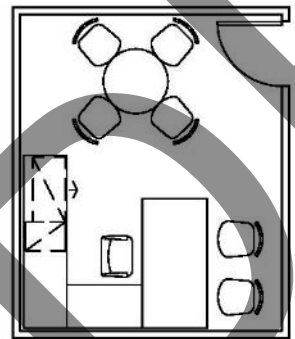


CONFERENCE ROOM
SIZE: 10' X 12' (120 S.F.)
OCCUPANCY: 4-6 PEOPLE

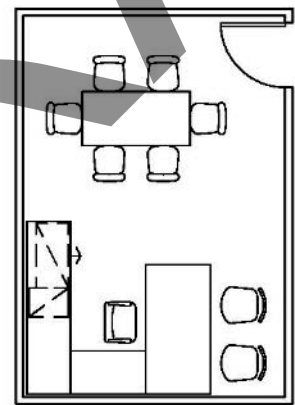
PRIVATE OFFICES



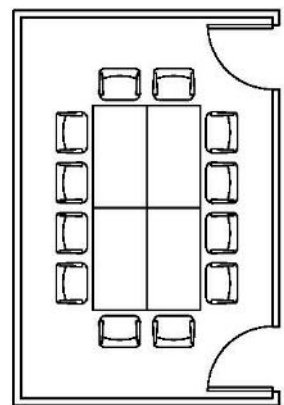
OFFICE
SIZE: 10' X 12' (120 S.F.)



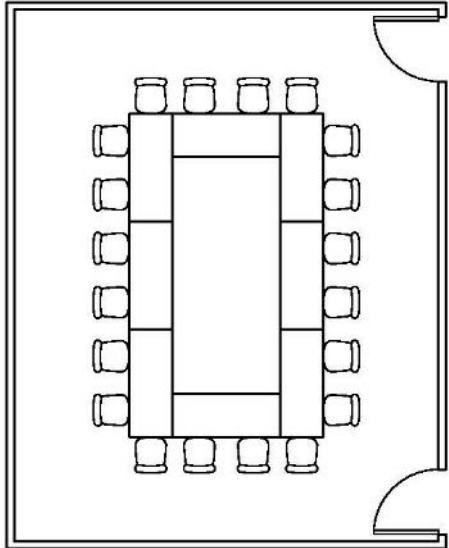
OFFICE
SIZE: 12' X 15' (180 S.F.)



OFFICE
SIZE: 12' X 18' (216 S.F.)



MEDIUM CONFERENCE ROOM
SIZE: 12' X 18' (216 S.F.)
OCCUPANCY: 10-12 PEOPLE



LARGE CONFERENCE ROOM
SIZE: 20' X 25' (500 S.F.)
OCCUPANCY: 20-25 PEOPLE

AREA AND STAFF SUMMARY

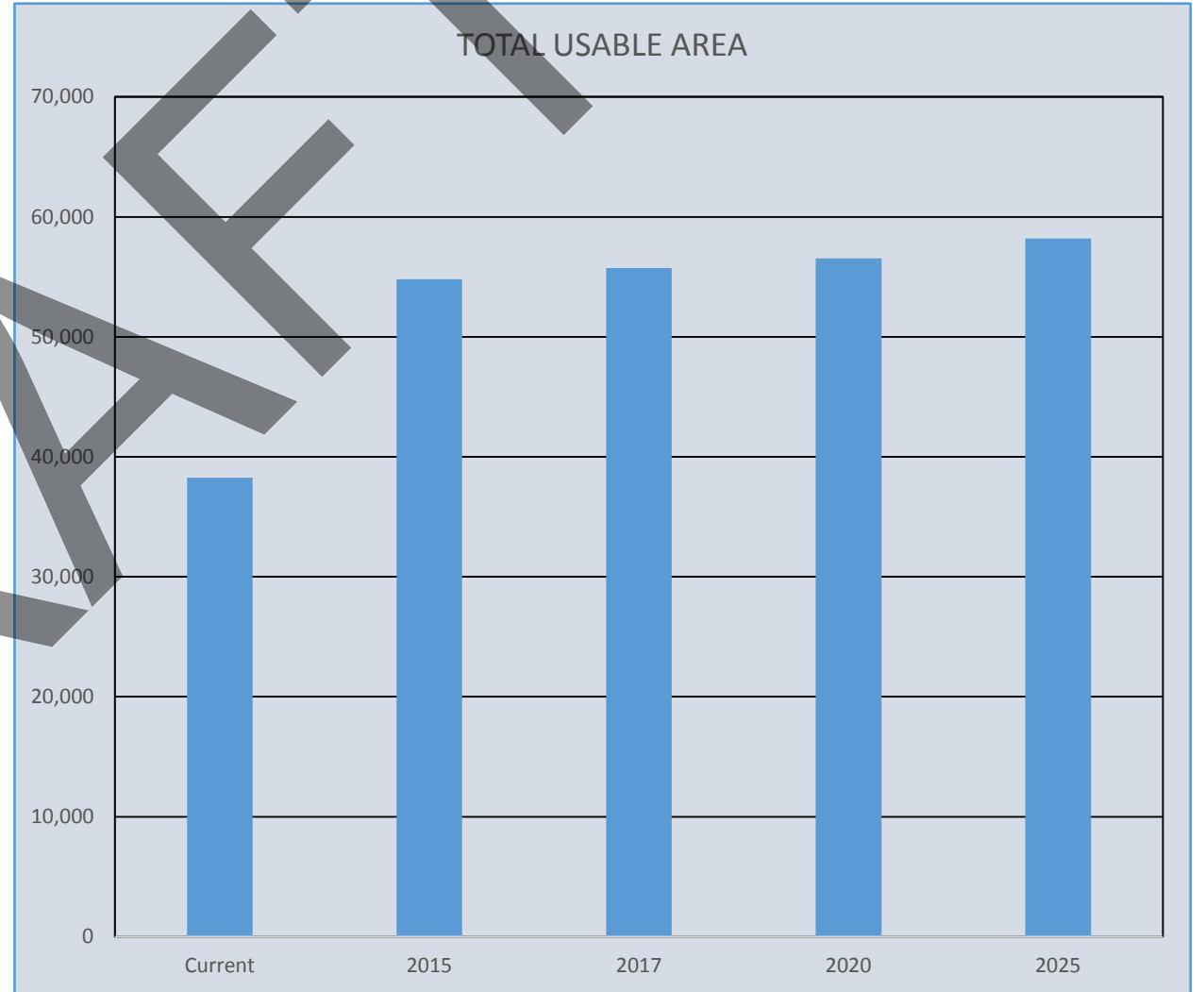
staff needs and program assessments

DEPARTMENT/ FUNCTION	STAFF QUANTITY					AREA				
	Current	2015	2017	2020	2025	2015	2017	2020	2025	
Administration- City Managers Office	5	5	5	6	7	1,799	1,820	1,955	2,038	
Administration- Human Resources	3	3	5	6	7	884	1,050	1,134	1,217	
Finance	9	9	10	11	12	2,587	2,670	2,753	2,915	
Finance- Municipal Courts	4	4	5	6	6	2,015	2,098	2,181	2,181	
Legal	2	2	2	2	2	650	650	650	650	
Information Services	3	3	4	4	4	780	863	863	863	
Community Development	23	23	24	26	40	5,195	5,351	5,517	7,093	
Community Services- Parks & Recreation	7	7	7	8	9	2,153	2,153	2,236	2,319	
Community Services- Library	27	27	31	33	33	31,730	32,063	32,230	32,230	
Common Areas	0	0	0	0	0	7,020	7,020	7,020	7,020	
SUBTOTAL STAFF	83	83	93	102	120	54,813	55,739	56,540	58,193	SUBTOTAL USABLE AREA

staff needs and program assessments

City of Tualatin Useable Area Summary

Library	21,181 square feet
City Offices	6,478 square feet
Lafky	1,950 square feet
Community Services	1,600 square feet
Pohl Center (Activity Room)	1,462 square feet
Police Station (Courts)	2,210 square feet
Seneca (Leased Area)	2,560 square feet
Operations (IT)	810 square feet
Total Useable Area	38,251 square feet



staff needs and program assessments

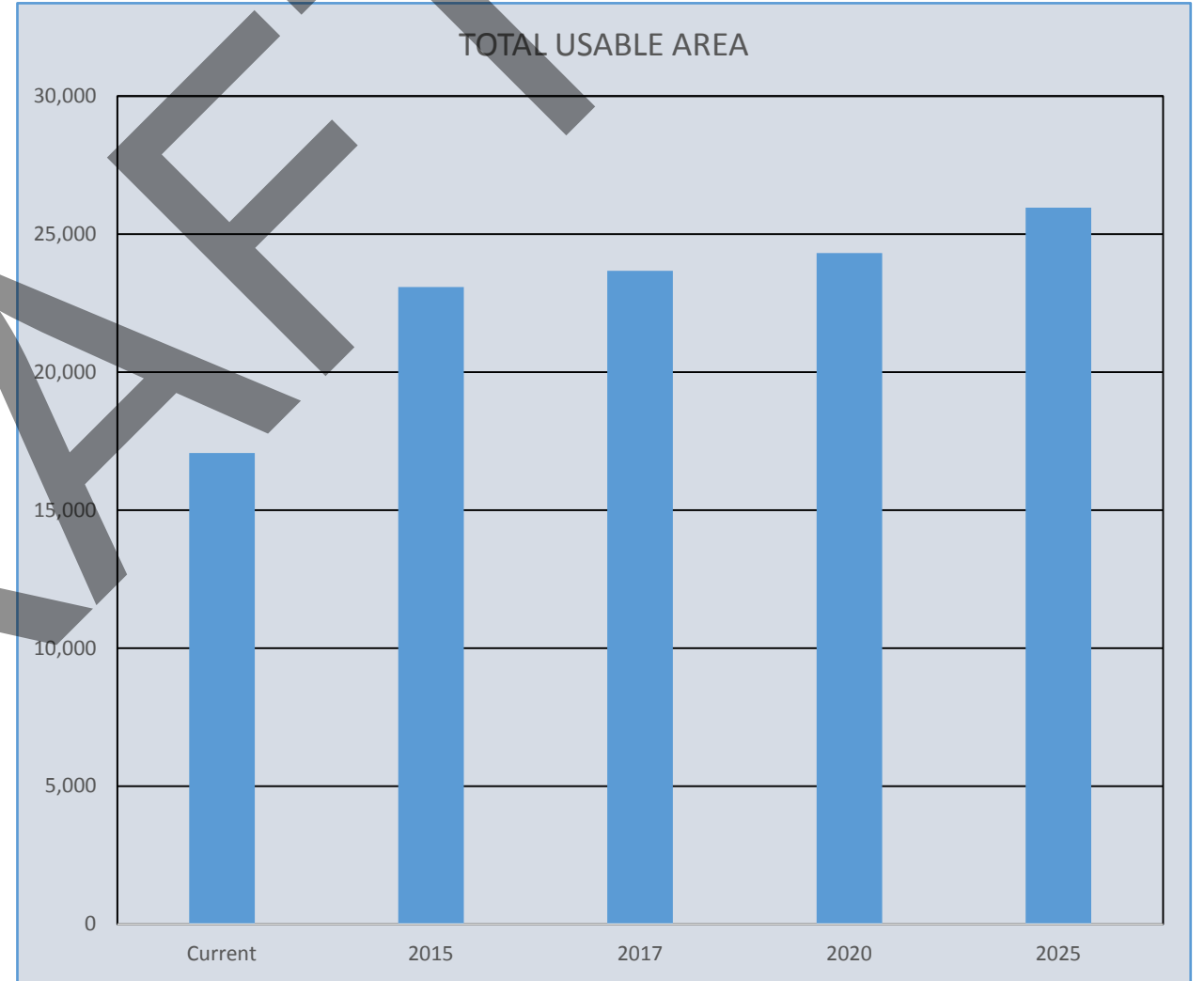
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Common Areas	0	0	0	0	0	7,020	7,020	7,020	7,020	
SUBTOTAL STAFF	56	56	62	69	87	23,083	23,676	24,310	25,964	SUBTOTAL USABLE AREA

staff needs and program assessments

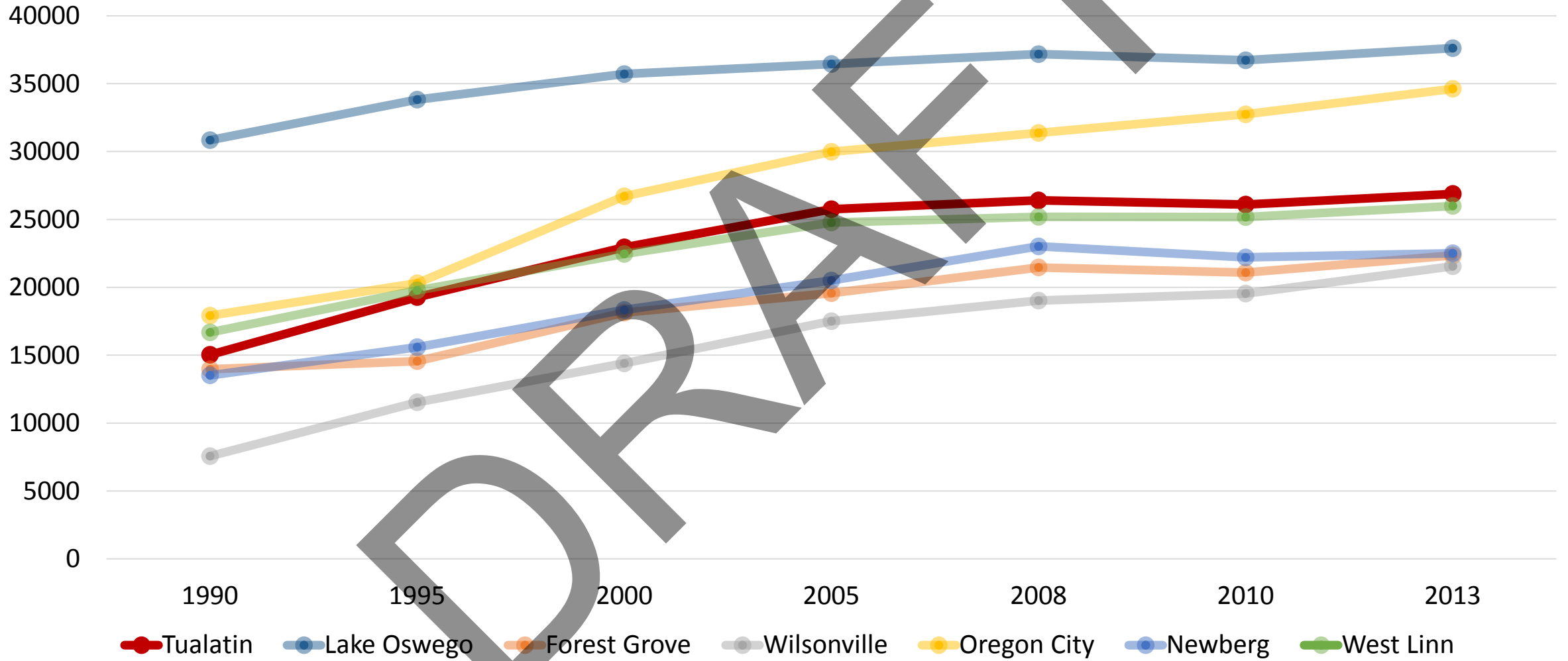
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Operations (IT)	810 square feet
Total Useable Area	17,070 square feet

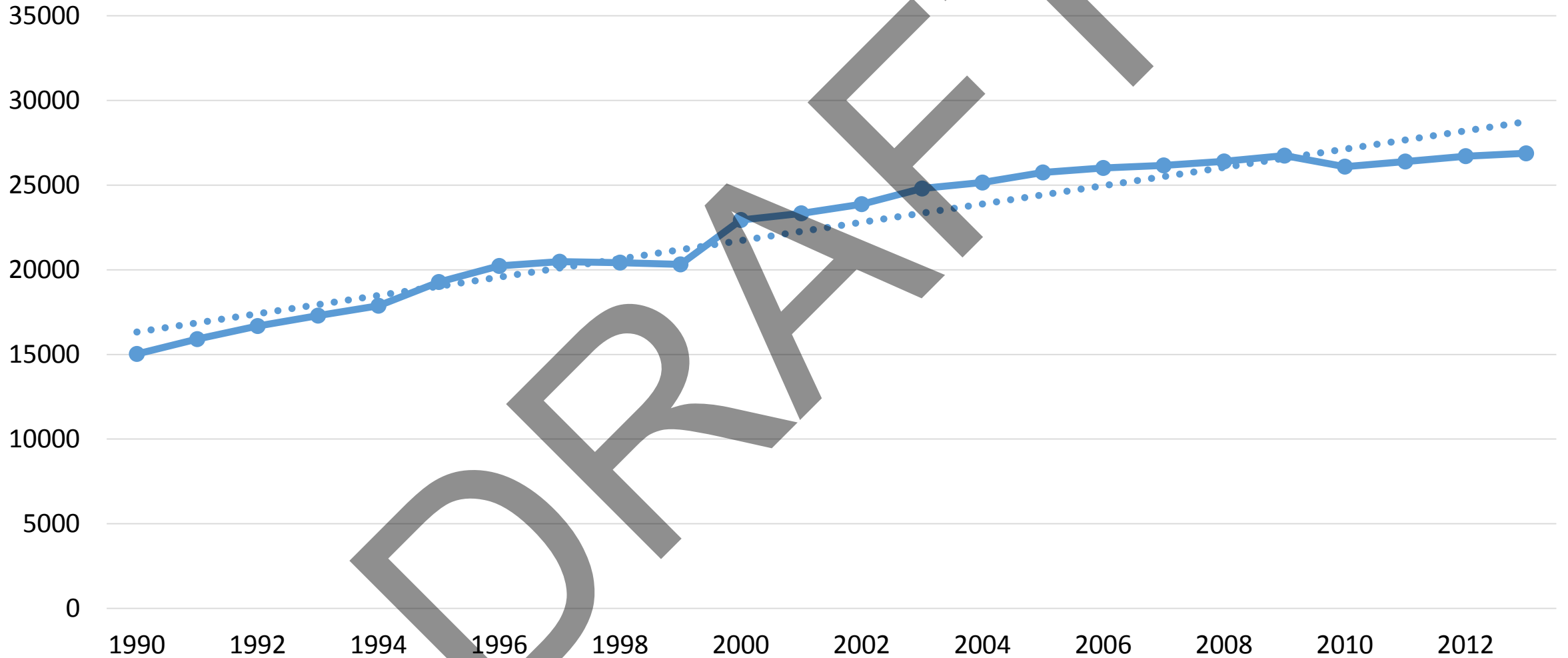


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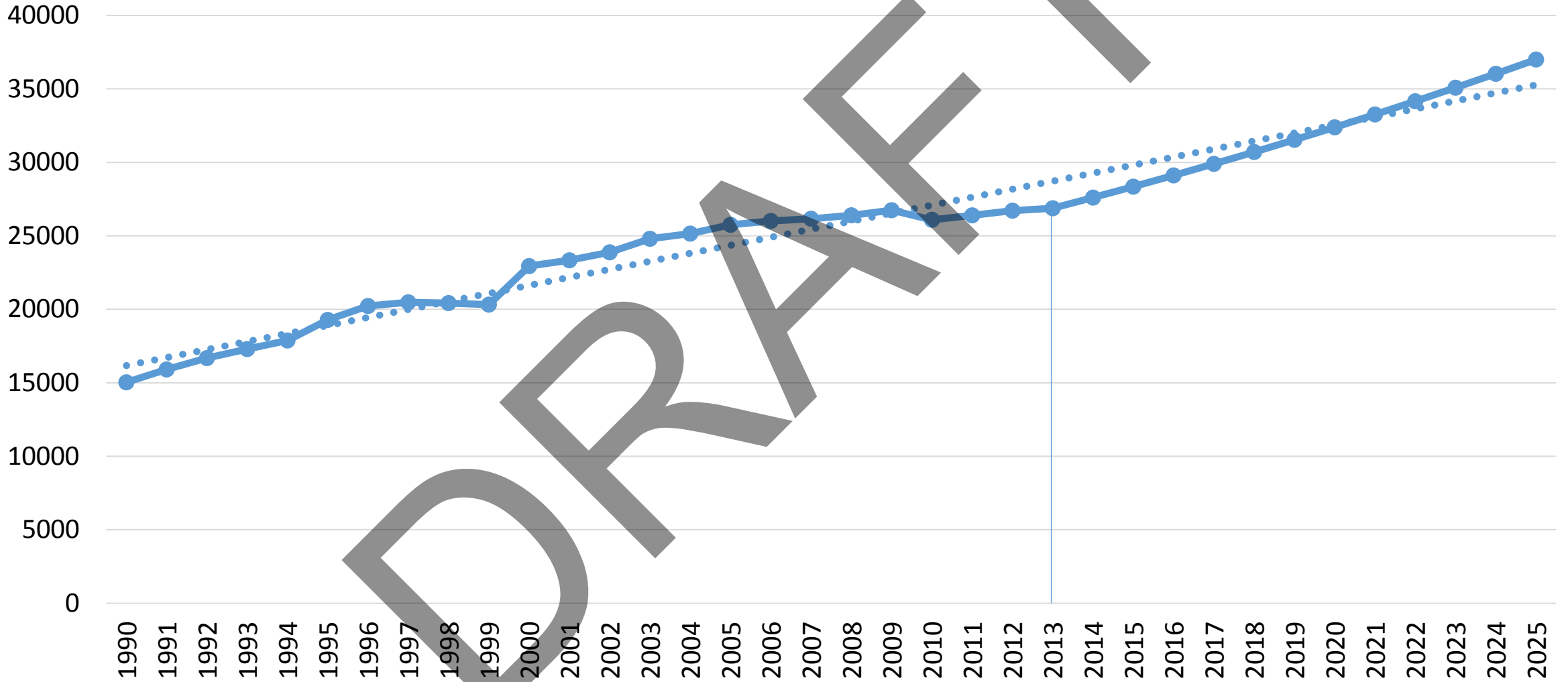
Population



Tualatin Population



Tualatin Population Projection



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considerations and public outreach



DRAFT - Report Currently Under Review

Information Subject to Change

YOST GRUBE HALL
February 4, 2015
ARCHITECTURE

public outreach

Public Outreach Activities

Tualatin City Facilities Study

DRAFT - Report Currently Under Review

Information Subject to Change

YOST GRUBE HALL
February 4, 2015
ARCHITECTURE

February

- **February 1st:** Tualatin Today Newsletter Article
- **February 6th:** Article Due to Tualatin Life (publish date: Feb. 18th)
- **February 19th:** Fact Sheet ready for Public Forum, update website with all public workshop/open house materials. Online forum #TualatinTownHall launches. Public Open House/Workshop.
- **February 20th:** Surveys and Fact Sheets at public counters and library, available online, and pushed out to the business community. Press Release distributed.

March

- **March 1st:** Fact Sheet/Survey included in Tualatin Today Newsletter
- **March 20th:** Article due to Tualatin Life (publish date April 1st)
- **Throughout the month,** drive people to #TualatinTownHall to share ideas and input
- **March 30th:** Press Release for April Community Open House

April

- **April 1st:** Article in City newsletter
- **April 16th:** Public Open House
- Task Force prepares recommendation for May Council meeting

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#TualatinTownHall

- Example site: <http://www.talktransportation.org/>

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MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Paul Hennon, Community Services Director
Rich Mueller, Parks and Recreation Manager

DATE: 02/09/2015

SUBJECT: The staff will present an update on the final design of the Tualatin River Greenway Gap Trail Completion Project, including a discussion of the scope, schedule, budget and related issues.

EXECUTIVE SUMMARY:

The Tualatin River Greenway Gap Completion Project will provide a new bicycle and pedestrian path connecting people with nature while enabling easy and safe exercise, recreation and wildlife viewing, and commuting between residential and commercial areas and public facilities. The path will be a 10 to 12 foot wide shared-use bicycle and pedestrian path between the new Barngrover Street (near the Tualatin Public Library) and the Old RV of Portland site on Nyberg Lane, a distance of about three quarters of a mile. The final design is about 75% complete and is scheduled to go to bid by April 1, 2015, with construction completed and the facility opened for public use in the Winter of 2015/2016. Preliminary cost estimates are within available funding.

Attachments: (1) Tualatin River Greenway Trail Gap Completion Project Map



Tualatin River Greenway - Shared Use Pathway

Preferred Alignment