

SARTELL CITY COUNCIL

AGENDA COVER SHEET

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| Originating Department: Administration | Meeting Date: December 14, 2015 | Agenda Item No. 8a |
| Agenda Section: Old Business | Item: Community Center | |
| <p>BACKGROUND: The site and building schematics are included in the agenda packet. They contain the same amenities you have previously discussed, the uses of which are outlined on the attached Design Narrative memo which was included with your October agenda packets. Based on public input, we have made note of these items for plans:</p> <ul style="list-style-type: none"> • Appropriate flooring will be included in the “maker space” area. • As much natural light as possible will be designed into all spaces. • Walking track is not concrete and it is slightly banked. • Projection/presentation capabilities are in senior, multi-purpose & learning & innovation spaces; computer areas & charging stations are in learning & innovation space. • Storage will be examined closely to ensure adequate square footage for storing tables, chairs and other equipment needed for the community center. • The gymnasium space includes space between courts to allow for seating and cross-traffic. • Climbing wall will be added to future phase wish list, but is not currently budgeted. <p>Also attached is a memo by the City and School’s consultants regarding the analysis done at the request of the City-School working group. As you can see, there are numerous partnership opportunities the City and School will continue to explore. Staff and consultants recommend proceeding with plans and specs since that is a multi-month process we need to start now in order to actually start construction in the 2016 construction season.</p> <p>BUDGET/FISCAL IMPACT: The budget impact of the center’s operational numbers are included in the City’s financial management plan discussed under the budget agenda item. The budget for the community center is \$11 million and consultants will come back to Council at key points during plan & spec development for decisions needed to maintain budget.</p> <p>ATTACHMENTS: Design narrative; City-School collaboration memo; Resolution Directing Preparation of Plans and Specs and Authorizing Solicitation of Bids.</p> <p>COUNCIL ACTION REQUESTED: Motion to adopt Resolution Directing Preparation of Plans and Specs and Authorizing Solicitation of Bids.</p> | | |

Sartell Community Center Design Narrative 10.8.2015

The following narrative is a basic outline of the space program and anticipated uses for the proposed Sartell Community Center (SCC). Although some areas of the design have come into focus, other areas will change with additional consideration and input by the Council, user groups, and community input.

The design to this point has been created to address as many of the needs/wishes of the City and community interests while considering a rough total project budget allowance of \$11M. Strack Construction has analyzed the current design in as much detail as can be expected during the schematic design phase. We certainly anticipate some challenges with the design and budget that will need further consideration.

Ultimately we will need to provide a project design that meets the established budget including contingencies and options for alternates to control cost/bids or to add amenities that may receive private funding support. These details will come into focus as the bigger picture items are resolved and approved by the Council.

The following narrative is a space by space general discussion of what the design currently is or what is anticipated with further development and input. Again, at this schematic design phase, change is inevitable and the right time for a thorough review and thoughtful input.

Site / Overall Building Construction:

The site is anticipated to comprise approximately 15 acres. To this point the approximate area of the building is 53,000 SF including second floor area and the walking/running track. The site is located along the north edge of what is known as Lake Francis. The City has negotiated an agreement in principal for the land area that will be utilized for the development of the project. The site is basically flat with the exception of the grade change along the shore line of Lake Francis. The building is sited within reasonable proximity to the water to take advantage of the views and access while allowing for green space, trails, and development of the Lake Francis Development Plan initiatives. It is anticipated that some re-grading of the site will be required to the south to take advantage of the development plan.

The master plan anticipates the possibility of a structure that might be used for equipment storage and rental of paddle boats, kayaks, paddle boards and other recreational equipment as appropriate. The structure could also serve as a warming house and gathering space for winter time activities such as ice skating and cross country skiing.

The building location also allows for reasonably close access to existing roads and utilities that are anticipated to extend from 19th Street eastward to the site. A parking lot of approximately 300 stalls will serve the building. Entrance points to the building will be from various locations which will help distribute parking to specific areas of function such as: general community, recreation area, senior center.

The master plan anticipates the ability to add on to the facility in various directions with the extension of major circulation spines as well as direct additions to specific functional areas such as the learning and senior center. A future outdoor pool location has also been identified in the master plan that would share the parking for the community center.

Stormwater will be managed with smaller rain gardens and filtration ponds as needed with the majority of the stormwater being managed through the use of Lake Francis as the designated collection system for the site. It is anticipated that the northern part of the

site will be left undeveloped for the time being but could accommodate future structures as part of a campus setting and/or the development of recreation fields or courts such as tennis and pickle ball courts.

The building construction is anticipated to include insulated precast panels around the gymnasium section. Brick that is complimentary to the brick at City Hall will be incorporated into most of the building areas with the exception of curtainwall glazing and metal panels as depicted in the schematic design. Some portions of the building will include steel stud backup walls to the brick veneer while others will include a concrete block back up wall. Overall structure will include typical steel column and beam bearing systems with steel bar joists, decking and adhered membrane roofing.

The main corridors and gymnasiums are anticipated to include exposed structural systems and HVAC. If the budget allows, the design will consider ceiling cloud systems in the main corridors for acoustics although acoustical metal deck is currently in the budget in those areas. Most other spaces will include a standard suspended acoustical ceiling. Wall and floor finishes will be standard painted precast, CMU or gypsum board where those systems are incorporated. Tile floors and walls will be included in the main restrooms with tile floors and painted CMU in the recreation restrooms.

HVAC systems at this point are very schematic but initially include a mid-high end system which will allow for more temperature control. Considerations to other systems will have to take place relative to budget and performance expectations. The design and construction team anticipates completing an energy modeling program with Excel Energy to analyze system options, pay backs opportunities and rebates.

Space Program:

Main Entry:

The main entry is easily identified when entering the site from the north. It is located on the north side of the building with close proximity to parking and will include a non-covered drop-off area. The budget currently includes a brick tower that is complimentary to the tower element at City Hall which will help create or reinforce a City Campus style. From the main entry, direct access to the information counter and offices will be obvious.

Administration:

The administration area comprises about 850 SF and includes two private offices and 3 workstations and a storage area. The information counter is directly adjacent to this space as well as to the learning center. The staffing requirements for the facility are likely about the same whether the building is staffed through Community Education or through City staffing options. Detailed requirements for this space will be completed through further programming and design.

Senior Center:

Directly west or to the right of the information center as you enter, is the Senior Connection Center. This space could also be accessed directly from the exterior east corridor and/or patio location. The parking shown on the west edge is optional but could provide senior specific parking areas and a future drop-off area.

The senior center is comprised of approximately 2,500 SF of dedicated space. Details of how the space is organized remains to be determined but considerations for multipurpose use and flexibility will be a high priority. The schematic plan shows the option for movable walls to delineate various meeting or gathering spaces as needed. A social area with a gas fireplace and outdoor patio with views to the lake and trail connections will be considered. A small coffee bar, counter and refrigerator will accommodate refreshments and informal gatherings. A large storage room will facilitate the storage of tables, chairs and other specific senior needs.

It is anticipated that this space will also include some form of "creation stations" that would accommodate arts and crafts projects that the seniors may undertake. Again, additional programming is needed. These stations are located along the southern edge of the senior/learning module which allows direct access to additional creation stations and the learning center. Additional conversation and programming is needed to determine the viability and interest of the senior library being located within the senior space or co-located with the anticipated learning and innovation center element.

Seniors will of course have access to the entire facility and are expected to have programming and activities in the multi-purpose space as well as access to the gymnasiums and walking/running track.

Learning and Innovation Center:

At this point the schematic includes a "learning and innovation" center of approximately 2,100 SF that would accommodate various learning materials, books, media, etc. that would be managed independently from a GRRL agreement through a partnership with Community Ed or SSC. Other options for materials, services and media are being considered.

It is envisioned that this space will accommodate young children under adult supervision to adults and seniors who will look for a place to learn, interact and "connect". Media, technology and furnishings will be integral to the purpose and success of this space. Like the senior center, this area is anticipated to have a social / reading area around a gas fire place. The location is visible from the main circulation corridor and could have direct access to the adjacent plaza and landscape area where outdoor gathering and learning opportunities exist.

Like the senior center, this area also includes "creation stations" along the southern edge of the senior/learning module. These areas could allow for various media projects, meetings, etc. These spaces could also be used by the seniors and likewise the use of some of the senior art areas could be accessed from the learning center. Envision programs where children, teens and seniors interact to learn, create, and have fun. Of all the spaces identified for this facility this one appears to be a bit undefined. At the same time, it provides the opportunity to create something truly unique. Community input on this concept will help to define its use and goals for success.

Multi-purpose Room / Serving Kitchen / Storage:

The multi-purpose room is located near the main entrance and along the main east/west lobby/atrium space. It includes approximately 2,900 SF of usable space and is supported by a "catering" kitchen of about 400 SF and storage areas of about 725 SF. The room will be dividable which will facilitate multiple concurrent activities with independent room access. Consideration will be given to movable perimeter walls along the corridor to expand the space into adjacent circulation areas. This could help to facilitate groups attending for recreation events and tournaments. The glazed walls along the perimeter will borrow natural light from the main lobby space while also allowing for views to the lake and plaza.

The serving kitchen will help facilitate small luncheons or gatherings as well as serve as a possible concessions area with direct access to the adjacent corridor serving the recreation area. Large storage rooms for each MP room will provide flexibility in space use. Technology such as screens, projectors and access to Wi-Fi will create additional use opportunities.

Gymnasiums / Walking & Running Track / Equipment & Storage:

The facility includes 3 full size gymnasiums. The area of all three gymnasiums is approximately 21,000 not including about 5,500 SF for the elevated walking / running

track that runs around the perimeter. Each court will include striping for various recreation sports including but not limited to basketball, volleyball, pickle ball, etc. Overhead, operable basketball standards will be provided. Overhead volleyball nets will also be considered although the current budget anticipates floor mounted nets. Operable separation curtains will allow the courts to be divided for use and to control ball flight to adjacent courts.

The flooring will be a seamless multi-purpose sports floor that will accommodate many activities without the concerns associated with a wood floor. This will allow use by additional recreation groups such as baseball, softball and other "hard ball" sports. Additionally, this floor surface would allow more flexibility in uses such as community gatherings. A similar material will be incorporated at the walking/running track.

An equipment check-out and control area is located in the main recreation corridor. This is where the day to day equipment will be stored and checked out to recreation patrons. The room also provides direct access and visual connection to the gymnasiums improving safety and security concerns.

The elevated walking / running track runs along the entire perimeter of the gymnasiums. The track is accessed from two locations. A stair and elevator will provide vertical access at the south lobby and recreation corridor intersection. An additional stair at the north end will provide access at that point. A stretching / resting area above the equipment room provides relief from the track area. Windows at the corners of the track will afford great views to the exterior surroundings.

The second level south access point will also act as a small stretching, resting, social area that will have overlook views to the main lobby corridor and recreation corridor. It will also provide second floor overlook views to Lake Francis, the plaza and Lake Francis Park and Trail Development. Consideration is being given to an outdoor deck that could be accessed from this area. Budget and technical concerns will be part of that discussion.

Lockers / Restrooms / Showers:

Restrooms along with a locker/shower area will be provided for males and females adjacent to the gymnasium spaces. The restrooms will serve the recreation users without having to access the locker/shower area. Tile floors and painted CMU are anticipated in these spaces.

Kids Zone:

The kids zone is located off the main recreation circulation corridor and is approximately 800 SF. This space is anticipated to host small child use through the incorporation of age appropriate climbing / play equipment. The location of this area will work well with the active gym space environment while providing for the opportunity for co-activities of parents and children. Additional space use ideas / options will be gathered at the community input session.

Future Options and Potential Alternates:

The masterplan for the facility includes consideration for expansions to the senior and learning module to the west and south. An additional space module could be added to the east end of the building through an extension of the corridor near the elevator. Recreation and/or other space use options could easily be added through an extension of the recreation corridor to the north.

A reasonably tall climbing wall could be achieved at the north end of the building by utilizing the vertical precast panels of the gymnasium and enclosing the area. This could be an alternate or future feature.

An outdoor pool location has been identified that would take advantage of being centrally located to the main parking and to utilities that would come from the west. No specific details or budgeting has taken place on this amenity to date.

A drop-off canopy could be added at the main entry. The current design of the entrance vestibule and roof element could easily accommodate a separate "floating" drop-off canopy without affecting the main building structure. It's possible that the footings and foundations could be placed initially to facilitate future installation.

An exterior deck and roof canopy has been considered in the masterplan but is not currently part of the budget. This feature could provide an extremely unique opportunity for outdoor enjoyment, socializing and views to the lake and trails. Options will be considered for integral and/or future incorporation of this element.

Numerous opportunities for landscape features, plazas and trails, exist on this unique site. The budget will attempt to accommodate as much as possible but will also rely on future improvements to complete the overall exterior landscaping vision.

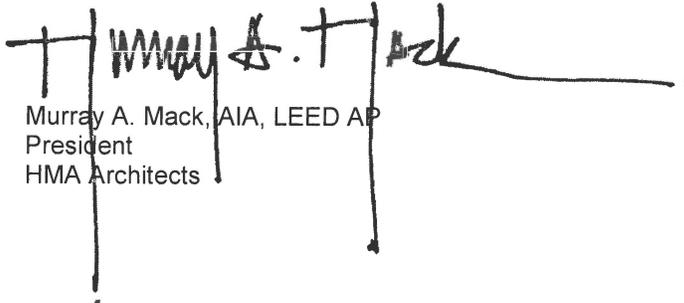
Consideration is being given to a "lakeside" storage and equipment building to serve lake activities including but not limited to paddle boats, paddle boards, kayaks, fishing, etc. The building could also serve as a warming house and gathering space for ice skating on the lake and cross country skiing on the trails.

Conclusion:

Although many of the program elements and design considerations for this project have come into focus, there is significant work remaining. The design team has attempted to incorporate as much of what was gathered for needs while responding to various functional concerns. Budget is critical. A reasonably solid budget cannot be established until relatively detailed designs are presented. The entire team understands that we have work yet to do on the design and budget and certainly look forward to the upcoming community input session to further mold this project into the best community center that the City of Sartell can build at this time.

We look forward to updating the Council in further detail on Monday night. Thank you for your support and guidance as this exciting project moves forward.

Sincerely,



Murray A. Mack, AIA, LEED AP
President
HMA Architects

To: Sartell City Council and Sartell-St. Stephen School District Board
From: City and School project consultants
Re: Pros and cons of co-location of Sartell Community Center and New High School
Date: December 10, 2015

Site Location: The School District and the City have had hypothetical discussions on the merits of co-locating community center and new high school facilities. To a certain extent, both facilities located in the same vicinity could provide some advantages from an identity standpoint. Knowing that access to either facility is achieved by going to a common vicinity helps with wayfinding and recognition of “where to go” for community/school facilities. However, to physically attach the facilities on the same site could be somewhat of an identity disconnect and may not be advantageous given the distinct purpose and uses of each facility. This may be truer for the Community Center than for the school based on the size requirements of each area. Location of the “front door” for each facility would be important and possibly challenging depending on site selection, site circulation and building orientation.

In making location decisions for public buildings, great care is given to ensure that the impacts of large public facilities have as minimal impact on adjoining properties as possible. We want to avoid conflictive neighborhood incompatibilities such as increased traffic, noise, lighting, blocked mailboxes, decreased speed zones, and decreased traffic mobility. For reasons similar to why we do not like to place a large commercial retail building in the middle of a residential neighborhood, we want to ensure large traffic generators such as schools, community centers and other public buildings are in an area where the impacts to adjacent properties can be managed through adequate infrastructure and land use placement.

Site access/Parking: Each facility will have to provide the minimum amount of parking required by ordinances or for their use. Having a shared parking lot does not reduce the minimum amount of parking needed for each facility. During heavy usage of either facility, there could be some benefit of having a larger parking lot as long as usage doesn't interfere with each facility's minimum requirements (i.e. tournament parking taking up large areas of the high school parking lot, or high school students using needed community center parking stalls). Special consideration should be given to the senior element of the community center facility. The seniors are looking for close access to the facility as a whole if not directly to the senior center area. A large site with various traffic/access zones could prove challenging or inconvenient to senior center use.

Depending on a school site location, additional public road/infrastructure improvements may be needed outside of the site area. The proposed community center location will require a 166' road extension to the site but is otherwise served well by arterial and collector roads. Will the school site require extensive infrastructure upgrades including roads and utilities?

Utilities: It is anticipated that even if the facilities were located on the same site, each facility would require its own dedicated utility services and extensions to ensure proper and fair usage recording/billing (for example, each business in a strip mall will have separate utility connections) resulting in no tangible cost sharing.

Site utility costs for the community center project could increase significantly if the required infrastructure is not in place or readily accessible. Adequate and nearby utilities already exist at the proposed community center site.

Stormwater Management: The proposed community center site is located directly adjacent to a regional stormwater pond that is designed to accept much of the stormwater from the site. This is a significant advantage for any development that takes place within the regional stormwater area. It reduces the requirement for land that is dedicated to ponding and because of its size, the added benefit of being an aesthetic amenity.

The new high school site (including building, parking lot and all other impervious areas) will be required to provide a minimum amount of ponding per MPCA's stormwater regulations. Ponding is directly correlated to the amount of impervious surface being created.

Building Use/Management: The City and School District have had a number of discussions on co-location and how various spaces may or may not be available or workable for cross-use functions. The strongest space function in the community center available for school use would be the 3 gymnasiums. Recreation space is at a premium and the challenge for many users is access to space at a reasonable time of day and at a cost that is manageable.

Programming and operational projections for the community center indicate that the gym spaces will see heavy use during the day, evening and weekends by various users. These users include many of the organized youth sports groups who cannot find space after school hours or on the weekend when school facilities may not be open. Add to this the use of the seniors and adult use for recreational activities and clubs and weekend youth sports tournaments and the "availability" of the gym space for school use would be limited at best. This is not to say that there may not be times when the gym space could be accessed by students in an adjacent high school facility.

The School District also has their own gym space needs that are directly related to high school sports and recreation activities. This would include gymnasiums with wood floors and bleachers (vs. a multipurpose synthetic floor and limited floor seating in the community center). Both the City and School believe that, although some cross use opportunities exist, it would not change the programmatic needs for either facility in terms of gym space requirements and usage. The City and School agree that the gym space being added to a new high school facility is not adequate to meet both School and community gym space needs.

Another area of potential partnership is library space. The City invited Sartell School District staff to a meeting with Great River Regional Library staff members in July of 2015 to discuss whether GRRL could operate within School library space. Due to the rules that GRRL needs to abide by as a public library system, it was not a desirable co-location concept, particularly when considering security issues for both entities. The collections of a public library and a high school library are completely different as well, and serve a different purpose. Depending on what GRRL's Board determines as feasible for them to provide enhanced services to Sartell, this is another area that the City and School will continue to discuss for partnership opportunities.

The greatest opportunity for cooperation for the School District and the City is in a Building use/management partnership. Operational costs over time far exceed the initial cost of construction, and the development of a joint community use plan for school and city facilities will both save costs to the taxpayer while maximizes community access to both facilities. This

concept will continue to be explored via joint operational management of the community center space so potentially one entity could be responsible for programming school and community use of the School and City gymnasium spaces, as well as other space available within the community center. Discussions on this potential partnership will continue.

Timing: The community center project has completed site selection, schematic design and has funding in place for a project of approximately \$11M. The City anticipates an early spring/summer bid period with a late spring/summer construction start.

At this point, the School planning committee has made a recommendation to the School Board who will then make a decision on a plan of action. Many decisions remain, including site selection, project programming details, final budget, and ultimately a voter referendum. A referendum could take place in the spring or fall of next year. Upon voter approval of the referendum, plans would need to be created which would put construction of any new buildings on a timetable of no earlier than 2017.

Any anticipated cost savings by combining the projects under one construction effort would be more than off-set by the increase in construction and interest costs of delaying the community center project by a year or more. Additionally, it is typical to see the cost of inflation for construction outpace the potential interest gains anticipated by saving tax collections for use at a later date. We conservatively estimate just one construction season of delay to increase community center costs by over half a million dollars – a more likely two year delay to co-locate with School project would exceed \$1 million in cost increase.

Looking Forward: The City and School do believe there are numerous opportunities for achieving cost savings and other benefits for our shared taxpayers by continuing and broadening the City-School partnership, such as:

- Sartell Community Education programming partnership
- City fee policies related to School building projects
- Outdoor recreational amenities, including tennis courts, and how City and School can jointly fund maintenance rather than duplicating assets
- Enhanced library services

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____
DIRECTING PREPARATION OF PLANS
AND SPECIFICATIONS AND AUTHORIZING SOLICITATION OF BIDS

WHEREAS, the City Council has determined that the Community Center project is advisable and in the best interest of the City;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Sartell, Minnesota as follows:

1. The Community Center project, consisting of multi-purpose gymnasium space, indoor walking track, multi-purpose non-recreational spaces, senior center, and other such improvements substantially as presented to Council.

2. HMA Architects are hereby directed to prepare final plans and specifications for said improvements and Strack Companies is authorized to solicit the project for public bids.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted this 14th day of December, 2015.

Mayor

ATTEST:

City Administrator-Clerk

PRELIMINARY SITE PLAN

TOTAL FLOOR AREA ≈ 52,795 SQ. FT.

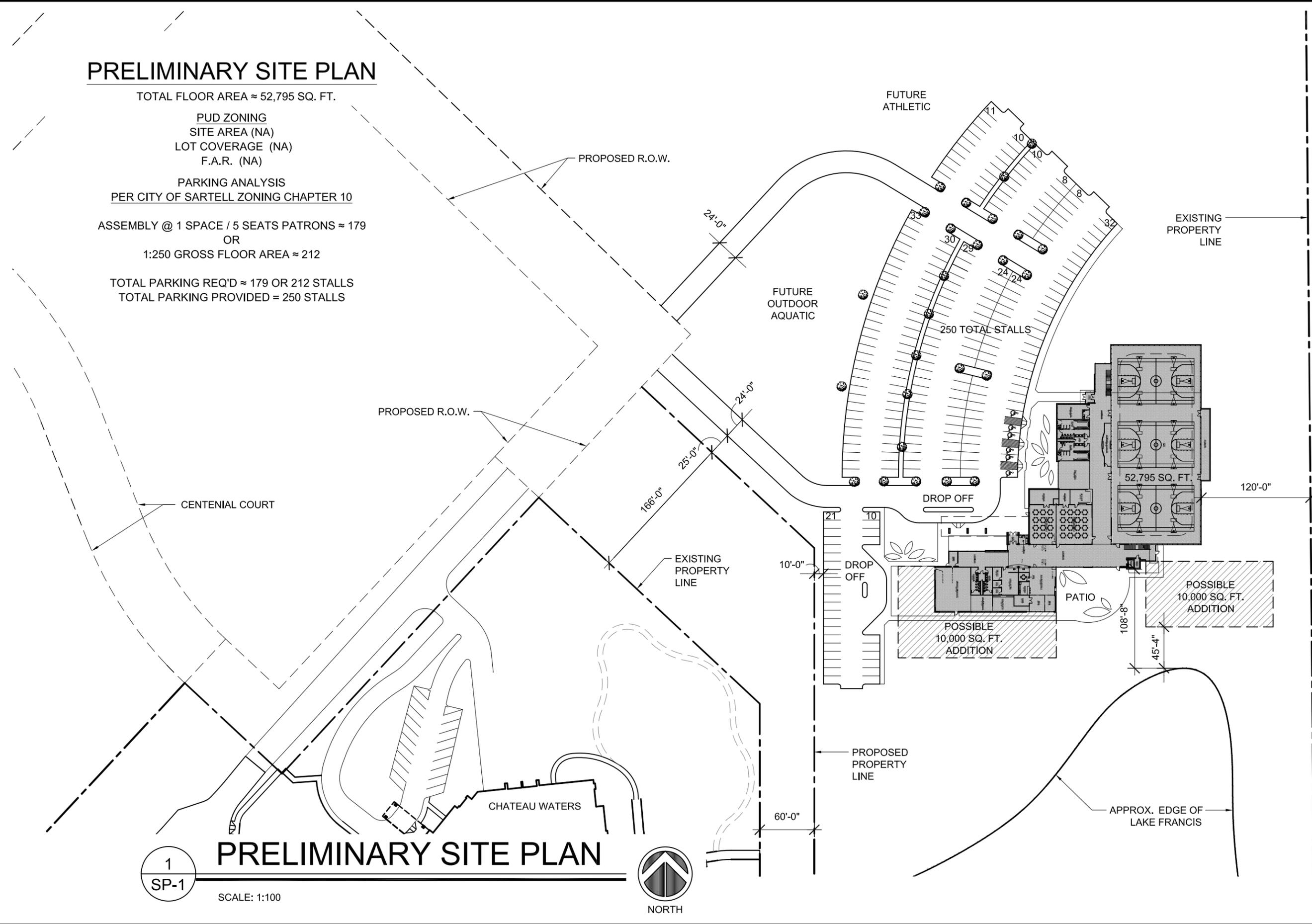
PUD ZONING
 SITE AREA (NA)
 LOT COVERAGE (NA)
 F.A.R. (NA)

PARKING ANALYSIS
 PER CITY OF SARTELL ZONING CHAPTER 10

ASSEMBLY @ 1 SPACE / 5 SEATS PATRONS ≈ 179
 OR

1:250 GROSS FLOOR AREA ≈ 212

TOTAL PARKING REQ'D ≈ 179 OR 212 STALLS
 TOTAL PARKING PROVIDED = 250 STALLS



1
 SP-1

PRELIMINARY SITE PLAN

SCALE: 1:100



Sartell Community Center
SARTELL COMMUNITY CENTER
 Sartell, MN
 Project no: 1440



501 W. St. Germain Street | Suite 200 | St. Cloud, MN 56301-3605
 T: 320.251.9155 | F: 320.251.4919 | hma@hmad-archts.com

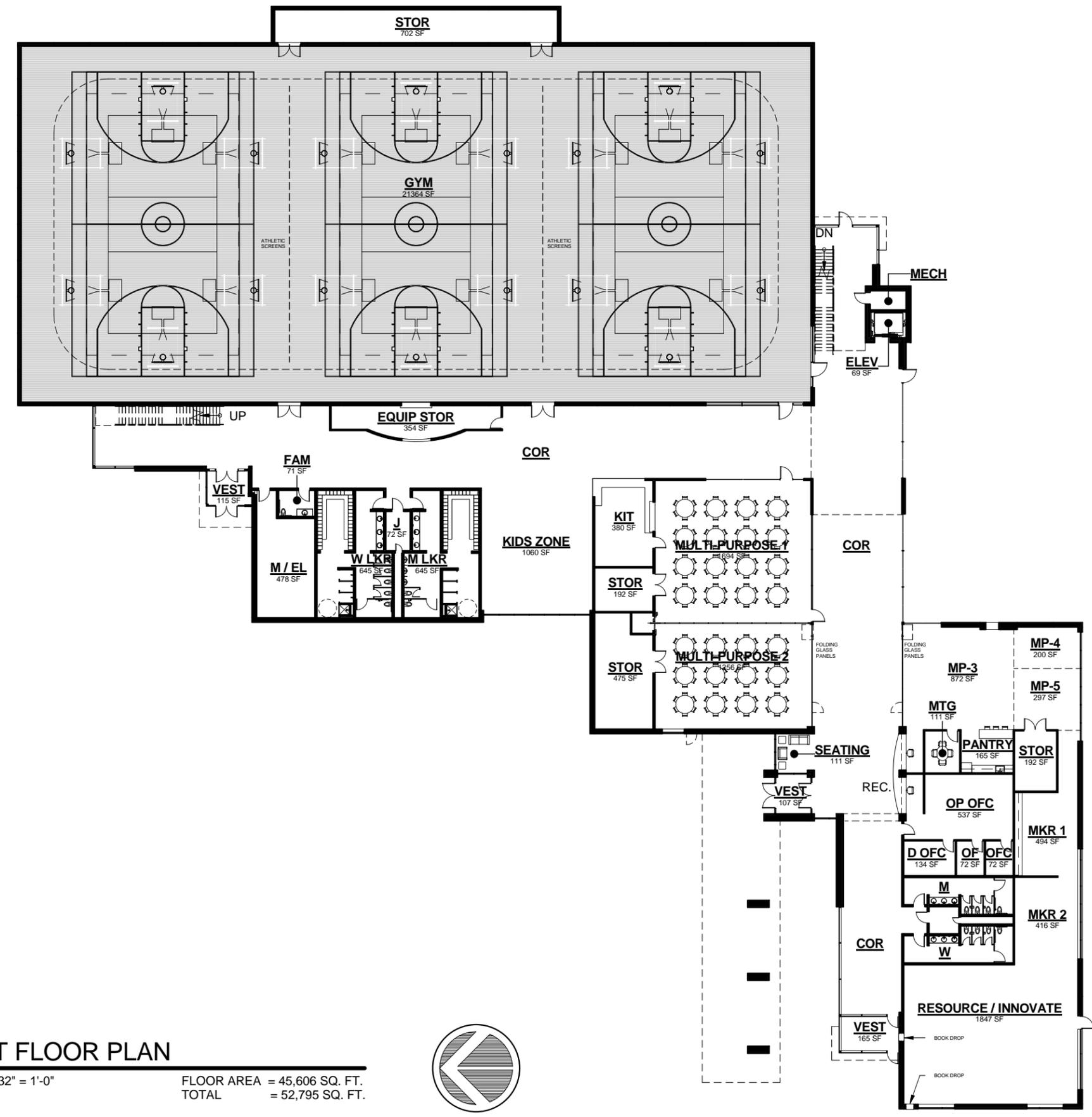
Preliminary Site Plan

SP-0

Revision: 12/09/15
 Date: 12/09/15
 Drawn by: tg

1 FIRST FLOOR PLAN
 SP-2 SCALE: 1/32" = 1'-0"

FLOOR AREA = 45,606 SQ. FT.
 TOTAL = 52,795 SQ. FT.



Sartell Community Center

SARTELL COMMUNITY CENTER

Sartell, MN



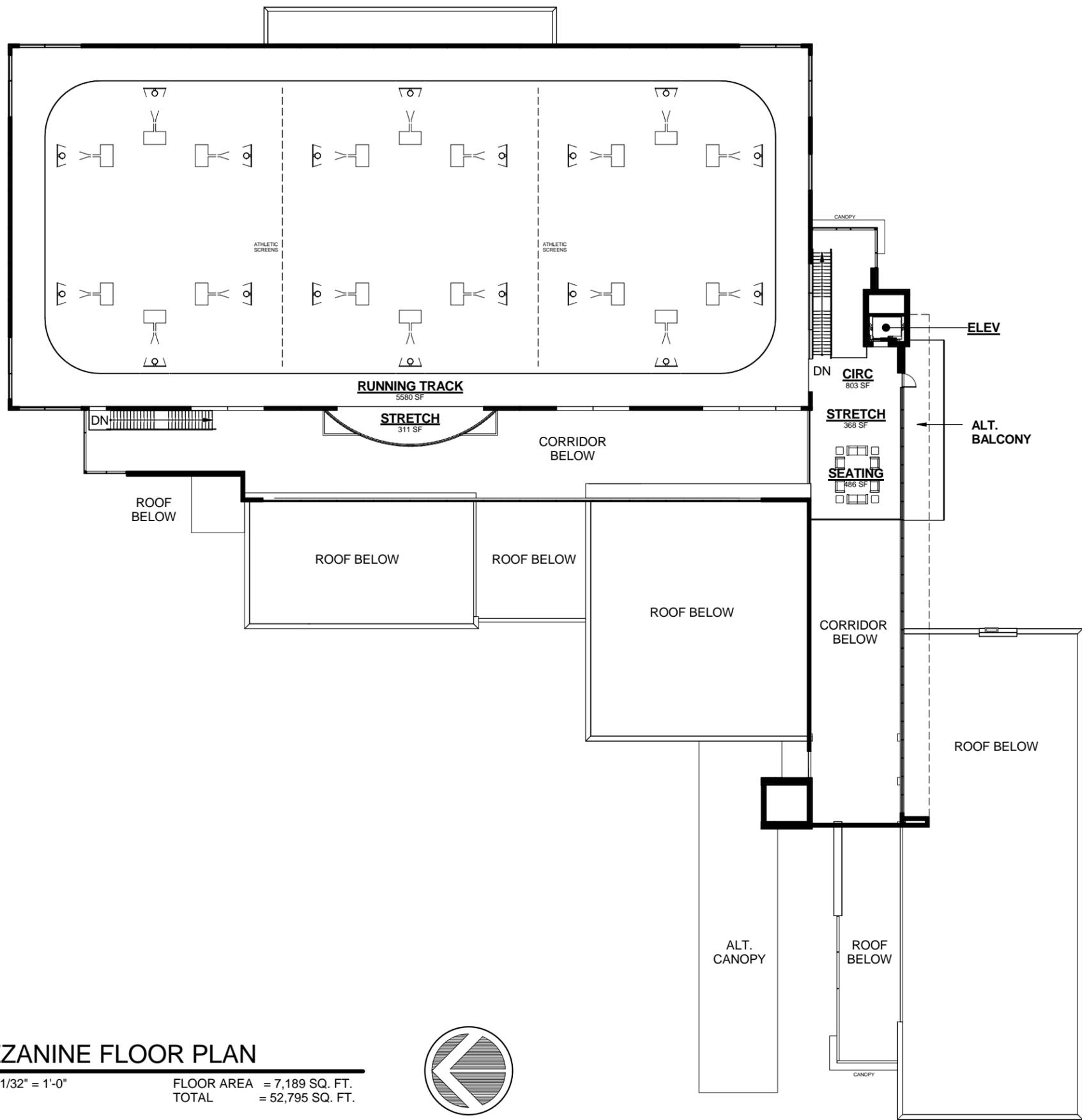
501 W. St. Germain Street | Suite 200 | St. Cloud, MN 56301-3605
 T: 320.251.9155 | F: 320.251.4819 | hma@hma-archs.com

First Floor Plan

SP-2

Project no: 1440
 Drawn by: Author
 Date: 12/09/15
 Revision:

1 MEZZANINE FLOOR PLAN
 SP-3 SCALE: 1/32" = 1'-0" FLOOR AREA = 7,189 SQ. FT.
 TOTAL = 52,795 SQ. FT.



Sartell Community Center

SARTELL COMMUNITY CENTER

Sartell, MN

Project no: 1440



501 W. St. Germain Street | Suite 200 | St. Cloud, MN 56301-3605
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Mezzanine Plan

SP-3

Drawn by: Author
 Date: 12/08/15
 Revision: