

ASPEN STREET ARCHITECTS, INC.

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City of Angels Camp

Space Needs Assessment

SCOPE

The City of Angels Camp is taking proactive steps towards understanding how it can support its residents moving forward today and in the next 5-10 years and beyond. City departments are currently dispersed within multiple offices in multiple buildings throughout the city boundaries. The City is considering the benefits of co-location of applicable departments in an effort to consolidate services and potentially create a single public face for government interaction.

The City currently has seven departments – City Administration (administration and City Council), Community Development (Planning and Building), Public Works Department, Water and Sewer Department, Police Department, Fire Department and the Museum.

Aspen Street Architects, Inc. (ASAi) was contracted by the City to perform an architectural needs assessment related to the space usage of city departments. The tasks to perform were the following

1. Document existing space utilization by City services – to include departmental working space, storage, support space and parking.
2. Interview departmental managers and/or staff to develop current requirements.
3. Establish future space needs – taking in to account expected growth.
4. Provide conceptual site/massing plan for co-location on sites directed by the City Administrator.
5. Supply a report outlining the findings of the above.

ANALYSIS

Initial discussions were undertaken and resulted with an understanding that this analysis would focus on the possibilities of consolidating City Administration, Community Development and Police. These are the three departments that the residents and community of Angels Camp interact with on a daily basis and pose the greatest potential for efficiencies and economies in a consolidation of space.

The attached tables show the current and future (5-10 years out) requirements of these departments, as far as room type and size.

City Administration – The existing City Hall is composed of city administration and finance. This is located within a residential type structure off Highway 49 between Stanislaus Avenue and Mark Twain Road. Actual office space is provided for the City Manager and two directors. Other staff occupies open work stations as noted in the attached appendixes. No dedicated office space is provided for the Mayor, City Council members, or City Attorney. The existing building is limited in size with no expansion possibilities.



The department does not expect large growth in personnel in the next 5-10 years, however future needs point to having in-house conference and council chamber activities. Currently, the City uses 3rd party spaces such as the Angels Fire Department Building, Bret Harte High School and Community Development spaces for large conferences and council meetings. The current City Hall facility is relatively adequate for the current staff and daily work activities apart from the need for 1+ future staff member and need for larger common facilities such as Break Room and common storage.

Outside of the City Hall staff scope, it was discussed that Council, Mayor, and City Attorney currently do not have offices. Calaveras Council of Governments (COG) offices (5-7 people) were also discussed in moving to central location. It was determined that these additional offices, for such entities as COG or others, would be considered in the future plan if space is available.

The largest future need for City Hall is assembly space. These spaces require a large amount of square footage and public access, however the continued use of 3rd party facilities is inefficient for staff and the City is already paying to use some of these spaces. It is a priority to have one location for both the public and private functions of City Hall in one location.

Community Development – The Planning and Building department composes Community Development. This department is located within a modular building on the city property off Monte Verda Street near the Police Department. The Community Development Director, City Engineer, Building Inspector, engineering tech and administrative tech all have private offices. Storage fills all available space, and additional storage is provided within the existing metal building that houses the Police Department. The existing building is limited in size with no expansion possibilities.



Community Development likely has the largest foreseeable increase in personnel of all the city departments. One additional engineer and one administrative position are the most likely additions, but an inspector, a planner, and an additional engineer may be needed in 5-10 years. Four additional personnel were factored in the tables.

The most immediate needs slightly reflect those of City Hall, in that public and private conference and meeting areas are a top priority with staff. Storage and printing are also on top of the list, as a large printing room is needed to handles the large prints. Storage is also a main need as much of it is spread out in different buildings and containers.

Police Department – The Police Department is housed within the existing metal building off Monte Verda Street. The department is comprised of the Chief, seven officers and dispatch. The existing office space is adequate for existing personnel. Vehicles and storage occupy a portion of the yard and garage associated with the existing metal building. Dog kennels are also within the garage space.



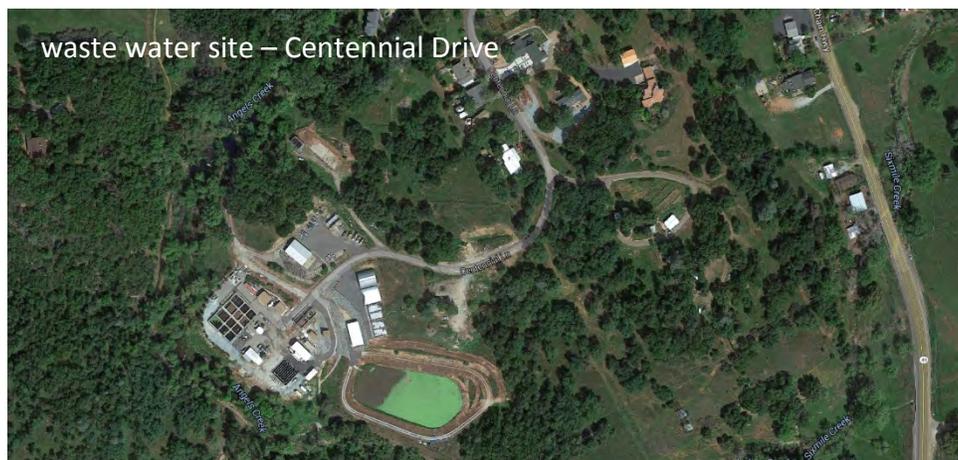
The Police department also does not expect large personnel growth in 5-10 years. A detective and possibly additional officer were predicted to be needed in the future. The most immediate needs for the department are evidence processing space, training and conference spaces and restroom and locker facilities for both men and women. The current lack of restroom facilities for both staff and

public as well as gathering areas such as conference room and training/classroom impact the need for additional space the most.

The current facility provides for the majority of the department's needs other than those previously mentioned. Being that the department is in the largest building surveyed, they also have the most space available to expand. It is important to note that the spaces the Police Department need are to be secured and separated from those of other departments such as Community Development due to their sensitive nature. This would increase the amount of space allocated to the Police Department in a shared environment with other departments.

The other departments reside in locations specific to their activities and would not benefit from co-location within a single building:

Public Works – headed up by the City Engineer who resides within the Community Development department space usage analysis. The foreman's office, meeting room and lab are all located off Centennial Lane in a modular building at the wastewater site. There is parking for PW vehicles and associated storage. Additional storage is provided on the current Police site off Monte Verda Street – within the existing metal building enclosed garage space (parts) and within the exterior yard (gravel/etc).



Water/Wastewater - headed up by the City Engineer who resides within the Community Development department space usage analysis. Plant operators work out of facilities at the water storage tanks off Murphys Grade Road as well as the wastewater facility off Centennial Lane. They share facilities with PW at the Centennial Lane modular building.



Fire Department – the Fire Department is located at the fire house on Vallecito Road near the Highway 49 intersection. This is a facility specific to the fire department in housing fire equipment and vehicle storage, as well as accommodating overnight shifts (sleeping and meal preparation).



To date the fire house has also been used for City Council/Planning Commission meetings due to the fact that it has the only public meeting space that can accommodate the expected public participation. This space/meeting room is limited in size and use, and a major goal heading forward is a new dedicated City Council Chambers and public meeting space in a new location/new building.

The fire department also houses equipment in the Police Department's existing metal building enclosed garage space off Monte Verda Street (older vehicles and equipment).

Museum – the museum is a specific building located on Highway 49, occupied 3 acres on the historic Angels Mine site. The director and staff works out of the museum.

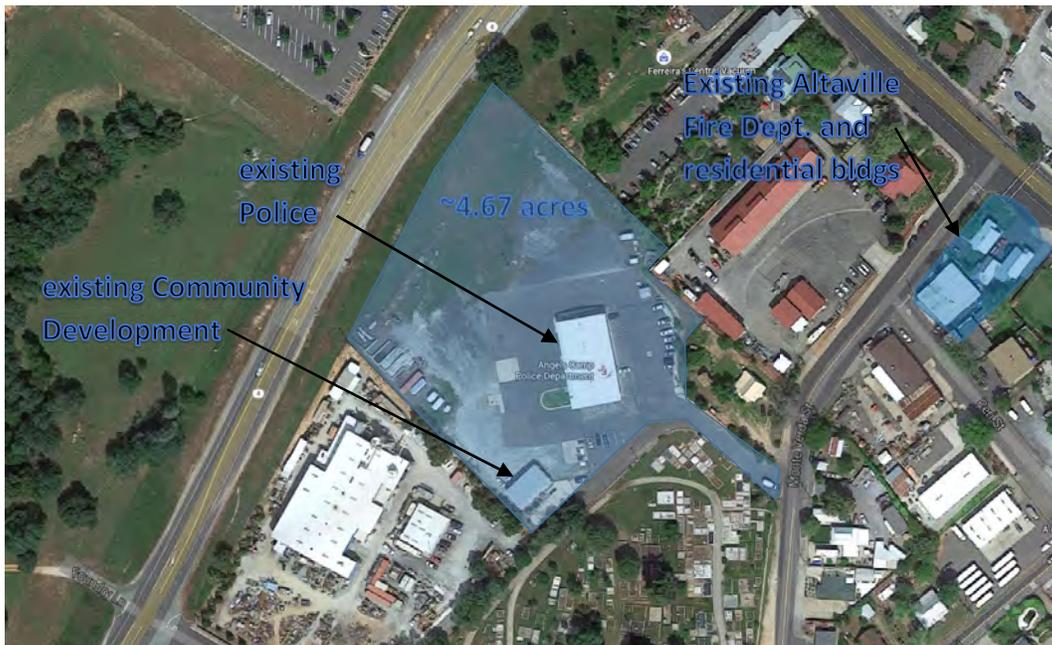


SITE SCENARIOS

Citing examples of co-located government services in other California communities, the City of Angels Camp is considering the options of consolidating the city administrative, community development and Police services within a single site and/or building. A new single building would be a new public face to the community and the single point of community interaction with the local government. In so doing, this space could become a “government center”, reducing redundant support spaces, but adding much needed public meeting rooms for government and community needs.

The City Manager identified two potential sites for further review for a new consolidated City Hall/Police Building. The first is the existing Police/Community Development site off Monte Verda Street. The second is the existing City Hall parcel and adjacent available parcels off Highway 49 at the intersection with Mark Twain Road.

Site Option 1 – This site is two parcels totaling approximately 4.67 acres. The Police and Community Development departments are currently located on this site; Community Development is located in a modular single story building and the Police within the large metal building. The metal building is approximately 10,200 square foot footprint. The police department occupies less than 3,000 square feet over two floors. The remainder of the building is single story garage/storage area and loft storage.



This site is properly sized for a consolidated City Hall/Police Department/Fire Department as indicated on the conceptual plan. It is also large enough to accommodate the Ambulance team and Altaville Fire Department as an option. Additional space is provided for PW storage, potential sharing (dividing the parcel) with adjacent tenants if desired, and additional future public spaces, such as a Community Recreation Center or Youth Center.

The Existing Police Building on site currently has approximately 7000sqft of shop/garage space. Per our analysis, this amount of garage space can provide enough space to house both the Angels Fire Department and Police department's storage future needs. It is also possible to provide the garage space needs of the Altaville Fire Department within the same existing garage space pending that parking with a shade structure is provided for the police vehicles. Currently the garage space is underutilized for equipment and automotive parking. The garage space could possibly house 6-8 city vehicles, but because of the miscellaneous storage currently in the building, only a police cruiser, trailer and the historic fire engine can fit. Relocating the miscellaneous Fire Department/City Utilities/Police department storage supplies from the garage into a new addition to the building would be ideal. The garage will need some water and utilities improvements such as added wash sinks, floor drainage and added power outlets for shop equipment, however this is a minimal cost compared to constructing a new garage from the ground up. Re-using and improving the garage portion of the existing building will be sufficient enough for the future needs and should be the most cost effective solution to meet them.

This site leads to four options. Please see included schematic site plan sheets Opt A thru D:

- a) Demolish all existing structures and building new
- b) Remodeling and building an addition to existing structure
- c) Remodeling and building an addition to existing structure for Fire and Police Departments, building new structure for City Hall and Community Development
- d) Remodeling and building an addition to existing structure for City Hall, Community Development and Police Department. new structure for Fire Department at Altaville site.

Site plan Option A shows a conceptual footprint of a completely new building, where the existing metal building has been demolished. This scheme allows for a more convenient site layout where the service spaces for the Police and Fire departments are clearly separated from those of the Public. It also allows all departments to share the same interior space as the garage would be allowed to move to the outside rather than in the middle of the building.

Site plans Opt B and C attached show the option of adding an addition to the existing metal building. The exterior of the metal building would be refinished to resemble a public institution – the physical look of the building could be altered to appear as a two story public building with stone veneer or other siding.

In these options, the Northern garage portion of the metal building will remain as it functions today due to the substantial need for indoor storage of the Fire equipment. These options were put together under the assumption that keeping the existing garage will be more cost effect than demolishing it and constructing a new one in a different location.

The Police Department could remain on the side they are currently located and expand as needed into the garage space. The police station portion of the building can be built out more with a second floor and provide support spaces for both the Police and Fire Departments. Police would maintain a private entrance to a vehicle yard in this location. Because of the similar support space needs the Fire Department shares with the Police Department, it is recommended these departments be located in

the same building adjacent to each other. This increases the footprint of the Addition to the South portion of the existing metal building.

In Option B, a City Hall and Community Development addition is shown to the North of the existing metal structure to help break down the mass of the larger building and create aesthetic interest that could provide for a public entrance to new City Council Chambers/meeting rooms. This addition could respond to the view from Highway 4 as residents and visitors pass by.

In Option C, the City Hall and Community Development departments are provided in a separate building to the North of the site. This would provide the opportunity to make the buildings presents felt more towards the Hwy where residents can see it. The separate building would also help separate equipment and automobile flow on the site between the Fire and Police departments and that of the public and City/Planning staff. Lastly it would allow a more formal approach to the City Hall off of Monte Verda street since it can face both it and the Hwy.

The options would also respond to additional future buildings on the site creating a public campus – such as a new Community or Recreation Center along Highway 4. A monument, whether in the shape of a tower or sign could be built on the corner with Highway 4, visible from the Highway 49 intersection to mark the City at the location most visitors transverse daily. No access of Highway 4 would be possible, but improved access of Monte Verda Street could be provided and sidewalk access to Highway 49 improved. The campus could also house a new storage building for the existing fire department vehicles stored within the metal building currently (antique engines).

In Option D, the possibility of acquiring the two residential lots to the East of Altaville Fire Station are factored in. These lots may be either purchased by or donated to the Fire department at some time in the future. Due to the lots prime location along Hwy 49 and near Hwy 4 as well as lot sizes, a combination Altaville and Angels Camp Fire Department could be constructed. Due to the demand for parking, these lots would not be recommended for City Hall and thus Community Development as well. The option is an opportunity to improve the Fire Department functionality while upgrading its presentation to the community along the Corridor.

Site Option 2 – This site is the existing City Hall parcel and two adjacent available parcels to the Southeast. Total area is approximately 3.38 acres. City Hall is currently on this site, but would be proposed to be demolished to accommodate a consolidated two story structure to house Administration, Community Development and Police.



A single access off Highway 49 is shown on the attached conceptual plan located where the existing City Hall access is. This would approach a public parking area for the new building, as well as access higher parking lots stepped up the existing grade towards the rear of the parcels and an access off Oneida Street. The additional PW covered storage and equipment storage yard would not be possible due to site size constraints as available on the Site Option 1 location. However, the sloped site would be conducive to a second story entrance on the rear for the Police Department to separate it from the City Hall activities.

This site also has a distinctive element in that there are existing foundations from mining activities on site. A thorough geotechnical survey would be required in order to build here, but assuming the ground is adequate, the foundations could be utilized as a public feature, creating a park like setting at the access to the building to connect the city's past to the current government. ***Because of the square footage and access demands that a new fire department building would have, it is not recommended to pursue developing this site if the department is to be included due to it's lack of access, restrictive lot shape and size and grade changes.***

CONCLUSIONS

The City of Angels Camp is proactively looking at how to best support the community it serves. In so doing, the expected growth of government functions reflects the expected growth within the population base. This growth is expected by all forecasts to be minor, but even a small increase in department staffing requirements can hardly be handled by the existing constraints imposed by the current buildings. Also, the need for a formal Council Chambers and meeting space has been emphasized. The existing plan to use Fire Department space is not adequate (occupancy, safety and security wise) and when forced to look at larger venues (the High School) the City is subject to scheduling conflicts. An addition of this space in a consolidated structure would also be a public asset, for use for community events.

A new building(s), whether building upon an existing structure on land currently owned by the City, or a new building would be adequate for the purposes of current and future needs. All site 1 options have differing advantages for creating a distinct public campus/government center.