



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> November 21, 2022		<b>Subject: Resolution No. 3001</b> Approving the findings of the 2022 City Facility Master Plan.  <b>Staff Member:</b> Delora Kerber, Public Works Director  <b>Department:</b> Public Works	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt Resolution No. 3001			
<b>Recommended Language for Motion:</b> I move to adopt Resolution No. 3001			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Update of 2015 Facility Master Plan - Resolution 2526	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Resolution approving the findings in the 2022 Facility Master Plan.

**EXECUTIVE SUMMARY:**

The purpose of the 2022 Facility Master Plan is to update the 2015 Facility Master Plan. The updated Master Plan reflects changes to programs and staff that have occurred since 2015 and identifies future needs related to space and programming for the various City Department. This information provides the basis for proposed programming concepts to meet future department growth over the next twenty years.

Facilities assessed as part of this study included: City Hall; Library; Public Works/Police; Community Center; Art Tech; Kiva Center; Parks and Recreation; SMART Transit/Fleet and future Public Works buildings.

Recommendations from the Master Plan provides incremental programmatic, building and site improvement for the above-mentioned City facilities and are summarized in the table on page 25 of the Master Plan. Options listed on the table are in order of priority within individual departments only. Construction cost estimates shown in this table do not include soft costs (design, taxes, fees and insurance) or contingencies. The Concept Cost Matrix (On page 90, Table 2.0) provides total site budget estimates in 2022 dollars.

The 2022 Master Plan priority evaluation process resulted in three top priority projects: Public Works Complex (page 32); Police Department (page 34); and SMART Transit/Fleet (page 69). The 2015 Master Plan previously identified Public Works and Police Department as high need projects. The Public Works Complex is currently under construction and a detailed needs assessment for the Police Department is scheduled to occur this fiscal year.

In addition to the concept updates for each of the existing facilities, the Facilities Master Plan includes three potential options for the redevelopment of the Community Services Block properties currently occupied by the Community Center, Public Works/Police building, Art Tech and Kiva Center. Community Service Block Options consider alternatives presented in the Town Center Loop Master Plan and would provide better access and parking for the various facilities. The Options can be found between page 56 and page 65 of the Master Plan.

Information used for the development of the concept updates and associated cost matrixes can be found in the Appendix starting on page 87 of the Master Plan.

**EXPECTED RESULTS:**

The 2022 Facility Master Plan provides an analysis of the existing conditions and future growth to meet the city's short and long-term needs to 2042. The Plan includes an inventory of proposed projects, a priority evaluation, and conceptual costs analysis.

Staff will use this document for planning and budgeting purposes.

**TIMELINE:**

A twenty (20) year planning horizon was used to identify space needs for departments.

**CURRENT YEAR BUDGET IMPACTS:**

There are no impacts to the current year budget.

**COMMUNITY INVOLVEMENT PROCESS:**

N/A

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

City staff will use the information presented in the Facility Master Plan to strategically plan for and accommodate future growth of staffing and programs.

**ALTERNATIVES:**

The City Council could direct staff to make revisions or chose not to adopt the plan.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3001
  - A. City of Wilsonville, 2022 Facility Master Plan dated January 2022