

# Westwood

## City Facilities Assessment & Feasibility Analysis

Final Report

October 10, 2022

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# Purpose of Study

The background of the slide is a photograph of the Westwood City Hall building, a two-story brick structure with large windows and a curved facade. The building is surrounded by green trees and grass. A semi-transparent green overlay covers the entire image, and the text is rendered in white for high contrast.

**Need for existing facility reinvestment, renovation, and expansion.**

**Upcoming option to purchase current Westwood View School.**

**Interest in park improvements.**

**Understand potential development value of City Hall and park/school site properties.**

# Goals 2017 Comp Plan

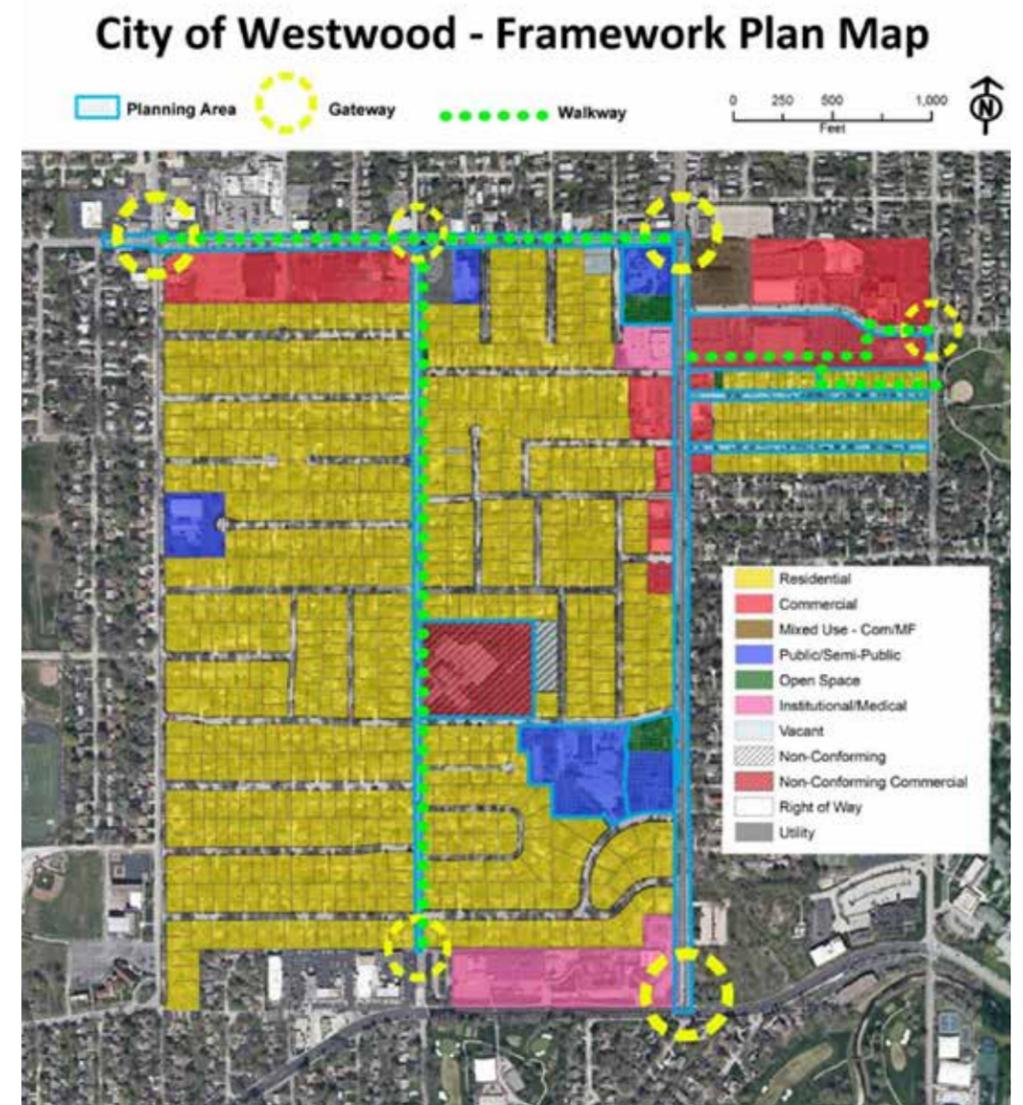
**Make sure properties are well-maintained.**

**Represent a sense of place and unique identity.**

**Increase engagement and collaboration.**

**Support existing businesses and capitalize on redevelopment opportunities.**

**Increase investment in infrastructure and facilities.**



# Existing Facility Analysis

# CITY HALL - IMAGES



Failing glazing units



Interior ceiling and finish damage due to roof leak



Mechanical units on original ballasted roof



Non-ADA compliant desk



Rusting metal roof



Damaged EIFS cladding



Leaking roof gutter

# PUBLIC WORKS - IMAGES



Damaged concrete column foundations



Truck bay without exhaust ventilation system



Damaged insulation on wall panels



Crawl space on addition



Salt shed nearing end of life



Storage units in yard due to lack of space

# Top Priorities Existing City Hall Facility

- Rooftop mechanical units in need of replacement
- Roof and gutters need replacement
- Window glazing is failing
- Council Chamber air handling unit needs replacement
- Multiple ADA and code deficiencies
- Public space finishes need to be refreshed
- Need public family/all gender restroom
- Deficient evidence processing, storage, detainment security, and office space for officers

# Top Priorities Existing Public Work Facility

- Column foundation repairs needed
- Addition is damaged and does not meet current code
- No exhaust or cooling in the main garage
- Inadequate drainage in truck bays
- Restrooms not accessible per code
- Salt Shed is undersized and structure is failing
- Inadequate materials and equipment storage
- Undersized yard for truck movement
- Significant damage on exterior metal cladding
- Mechanical systems are nearing end of service life

# Facility Requirements

# CITY HALL, POLICE, MUNICIPAL COURT FACILITY REQUIREMENTS

## CURRENT CITY HALL PROGRAM

Basement			
Room Number	Room Name	Area (SF)	Department
B000	Stair 1	155	Support/Circ
B100	Corridor	185	Support/Circ
B101	Janitor	35	Support/Circ
B102	Women's Locker	180	Police
B103	Men's Locker	245	Police
B104	Firearms Storage	40	Police
B105	Evidence Storage	100	Police
B106	Property Storage	100	Police
B107	Storage	150	Police
B108	Storage	3,920	Support/Circ
B109	Electrical Equipment	290	Support/Circ
Total Area		5,400	
<b>Basement Total</b>		<b>5,940</b>	Gross Factor 10%

Main Level			
Room Number	Room Name	Area (SF)	Department
101	Vestibule	70	Circulation
102	Lobby	750	Circulation
103	Court/Council Chamber	1,430	City Hall
104	Gallery	525	Community
105	Multipurpose	1,640	Community
106	Kitchen	130	Community
107	Storage	110	Community
108	Storage	100	Community
109	Janitor	30	Support/Circ
110	Men	160	Support/Circ
111	Women	175	Support/Circ
112	Waiting	240	Support/Circ
113	Reception	305	City Hall
114	Mayor	200	City Hall
115	Workstations	330	City Hall
116	Copy	200	City Hall
117	Court Clerk	240	Police
118	Conference	270	Police
119	Work Area	300	Police
120	Stair	185	Support/Circ
121	Police Chief	170	Police
122	Squad Room	430	Police
124	Booking	260	Police
125	Cell	40	Police
126	Cell	40	Police
127	Bond Payment	20	Police
128	Salley Port	990	Police
129	Vesibule	60	Police
Total Area		9,400	
<b>Main Level</b>		<b>10,340</b>	Gross Factor 10%

By Department	Includes Gross Factor
City Hall Municipal	2,712
City Hall Community	2,756
Police	3,999
Support / Circulation	6,815

## NEW-ADDITIONAL PROGRAM & FEATURES: CITY HALL

- Garage doors to open to outside events
- Ability to rent out multipurpose space with an outdoor component
- More flexible use of council chambers
- Visual connection to entry of chamber, but secure
- A/V system for hybrid meetings
- Conference room for digital plan reviews
- Add single occupancy family restroom
- DOB needs more plans storage and a review table

## NEW-ADDITIONAL PROGRAM & FEATURES: POLICE

- 2 lane shooting range - 25-yard
- Need soft interview room separate from conference room
- Separate City Clerk from PD
- Controlled security
- Ability to conduct video court
- Conference room for public defender
- More file storage
- Sergeants need their own offices
- Backup generator for building
- Separate out the evidence packaging from squad room
- Covered car port for squad cars
- Juveniles need a separate detention room
- Sally port needs space for 4 cars with additional bay for evidence storage
- Expanded evidence room

# PUBLIC WORKS - FACILITY REQUIREMENTS

## CURRENT PUBLIC WORKS PROGRAM

### Main Level

Room Name	Area (SF)	Department
Conference Room/Office	200	Administration
Storage	150	Storage
Truck Bay	3,200	Work area
Storage	300	Storage
Break Room	150	Administration
Kitchen	150	Administration
Locker Room	200	Administration
Salt Shed	800	Storage
Restrooms	150	Administration
<b>Total Area</b>	<b>5,300</b>	
<b>Main Level</b>	<b>5,830</b>	Gross Factor 10%

BUILDING TOTAL	#REF!
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By Department	Includes Gross Factor
Storage	1,375
Administration	935
Work Area	3,520
	5,830

## NEW-ADDITIONAL PROGRAM & FEATURES

- More records and material storage
- Warehouse style material and equipment storage
- 4 high bay truck slots with exhaust evacuation system and full bay trench drains
- 250-ton salt shed
- Expanded yard for truck maneuverability
- Covered storage options
- Solar panels for electricity generation and infrastructure for future EV fleet
- Fire protection system

# PARK - IMPROVEMENTS

## CURRENT PARK PROGRAM & FEATURE

- Tennis Courts (needs restoration)
- Play Ground & Equipment
- Fountain Water Feature
- Seating Areas
- Informal Play Field



## NEW-ADDITIONAL PROGRAM & FEATURES

- Community Pavilion (Farmers Market, Events)
- Restrooms
- Picnic Shelter Pavilion (Rental, Events)
- Plaza Area (Food Trucks, Events)
- Adventure Playground
- Walking Paths
- Outdoor Fitness Equipment
- Pickle Ball Court (with New Tennis Court)
- Parking (On-Street / Off-Street)
- Small Dog Park
- Sledding Hill (Integrated with existing slope)
- Garden (with Irrigation)
- Band Stand - Stage (Symphony, Bands, Movies)

# Development Scenarios

# SCENARIO OVERVIEW

## Baseline



## Baseline Expanded



## Scenario A



## Scenario B



## Scenario C



## Scenario D



# BASELINE

## OVERVIEW

Don't acquire school site, but control development

Redevelop Joe D. Dennis Park and add pavilion and restrooms.

Renovate City Hall and expand as needed to prepare for the next twenty years.

Renovate Public Works and expand as needed for the next twenty years.

## CONSIDERATIONS

Remaining debt from Church site acquisition.

Debt associated with purchase of Old Westwood View.

Limited new revenue (property taxes)

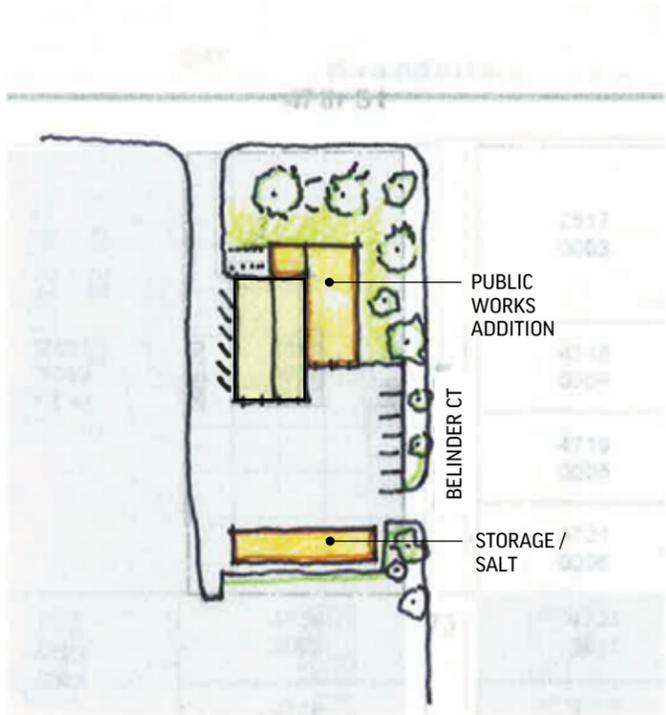
Additional operational costs associated with expanded park.



# BASELINE - 47th RAINBOW



# BASELINE - PUBLIC WORKS



# BASELINE - PARK / 50th RAINBOW



# BASELINE (REPAIRS ONLY)

BASELINE IMPROVEMENTS	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 1,800,000	\$ 2,400,000		
Add for renovating for updated uses				
Add for expanded Sallyport and Patio				
<b>Public Works</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 425,000	\$ 550,000		
Add for expanding by 2,000 GSF				
Expand Yard				
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Redevelop Joe Dennis Park 3.0 Acre Park	\$ 1,500,000	\$ 1,800,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 4,050,000</b>	<b>\$ 5,075,000</b>

# BASELINE (IMPROVED)

BASELINE IMPROVEMENTS	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 1,800,000	\$ 2,400,000		
Add for renovating for updated uses	\$ 1,200,000	\$ 1,600,000		
Add for expanded Sallyport and Patio	\$ 325,000	\$ 425,000		
<b>Public Works</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 425,000	\$ 550,000		
Add for expanding by 2,000 GSF	\$ 1,125,000	\$ 1,500,000		
Expand Yard	\$ 575,000	\$ 750,000		
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Redevelop Joe Dennis Park 3.0 Acre Park	\$ 1,500,000	\$ 1,800,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 7,275,000</b>	<b>\$ 9,350,000</b>

# BASELINE EXPANDED

Renovate Existing Public Works Facility

- 0.9 Acre Site
- Existing Facility 4k sf
- Facility Expansion 2k sf
- Expanded Service Yard
- Yard Access off Belinder Ct

Renovate Existing City Hall / Municipal Court / Police Facility

- 1.2 Acres

## OVERVIEW

Acquire & redevelop school site.

Buy and tear down the school and invest in a large community park.

Renovate City Hall, expand as needed to prepare for the next twenty years.

Renovate Public Works and expand as needed for next twenty years.

Potential development site south 1.2 acres of City Hall site

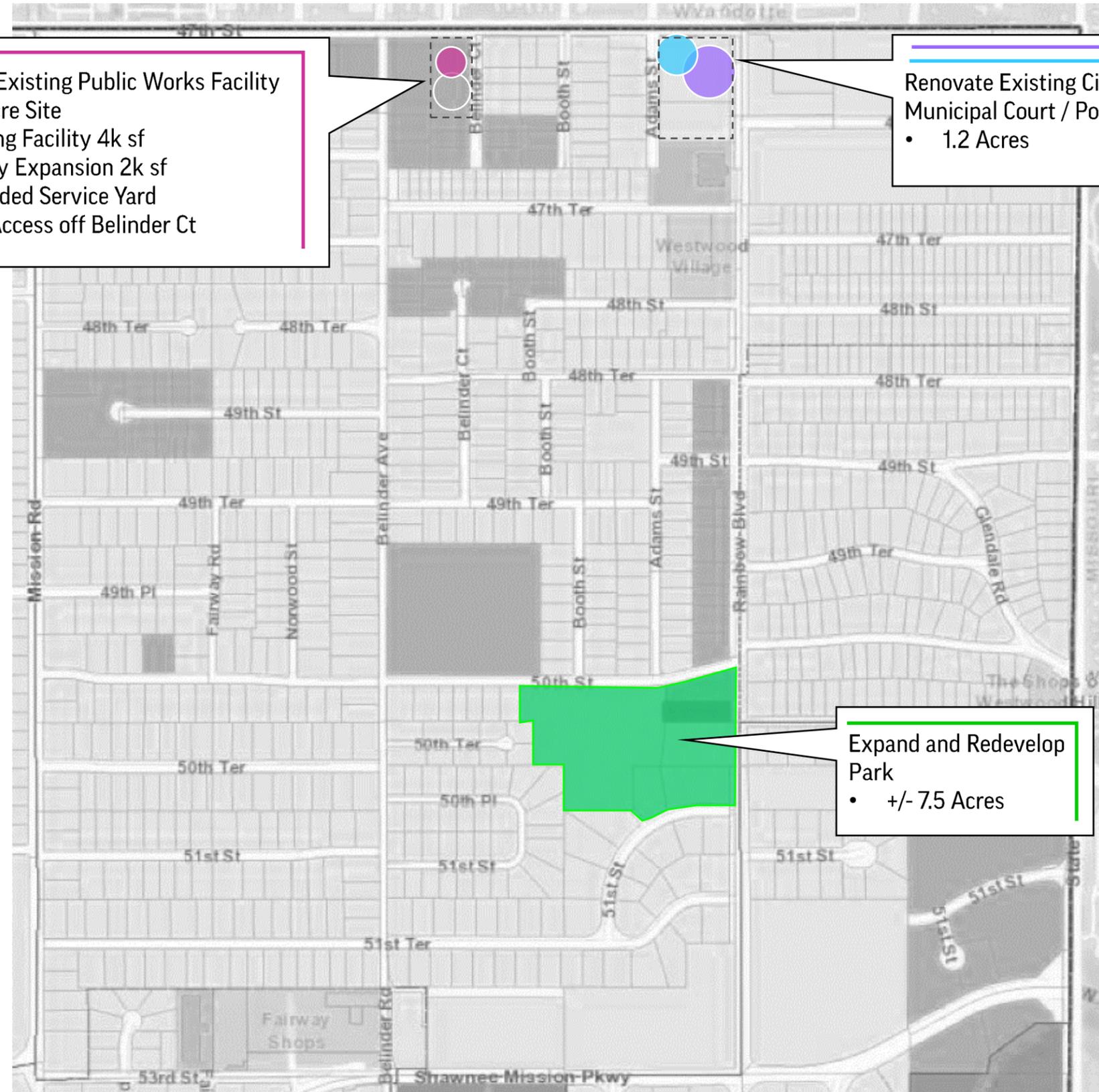
## CONSIDERATIONS

Remaining debt from Church site acquisition.

Debt associated with purchase of Old Westwood View.

No new revenue.

Additional operational costs associated with expanded park.



Expand and Redevelop Park

- +/- 7.5 Acres

# BASELINE EXPANDED - 7.5 ACRE PARK @ 50th RAINBOW



# BASELINE EXPANDED

BASE IMPROVEMENTS with EXPANDED PARK	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 1,800,000	\$ 2,400,000		
Renovate for current uses	\$ 1,200,000	\$ 1,600,000		
Add for expanded Sallyport and Patio	\$ 325,000	\$ 425,000		
<b>Public Works</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 425,000	\$ 550,000		
Repair, refresh, and expand by 2,000 gsf	\$ 1,125,000	\$ 1,500,000		
Expand Yard	\$ 575,000	\$ 750,000		
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Purchase Old Westwood View Elementary	\$ 3,000,000	\$ 3,000,000		
Demo school building, parking, etc., finish grade and sod	\$ 1,700,000	\$ 2,000,000		
7.5 Acre Park	\$ 4,000,000	\$ 4,800,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 14,475,000</b>	<b>\$ 17,350,000</b>

# SCENARIO: A

## OVERVIEW

Acquire & redevelop school site for park, municipal services and private development.

Relocate City Hall / Municipal Court & Police to Joe Dennis Park site.

Renovate Public Works and expand as needed for the next thirty years.

New Mixed-Use site at 47th & Rainbow.

Private development might be 'compact-neighborhood' along extension of Booth Street

New park west of existing Joe Dennis Park, informal play field remains at Church Site.

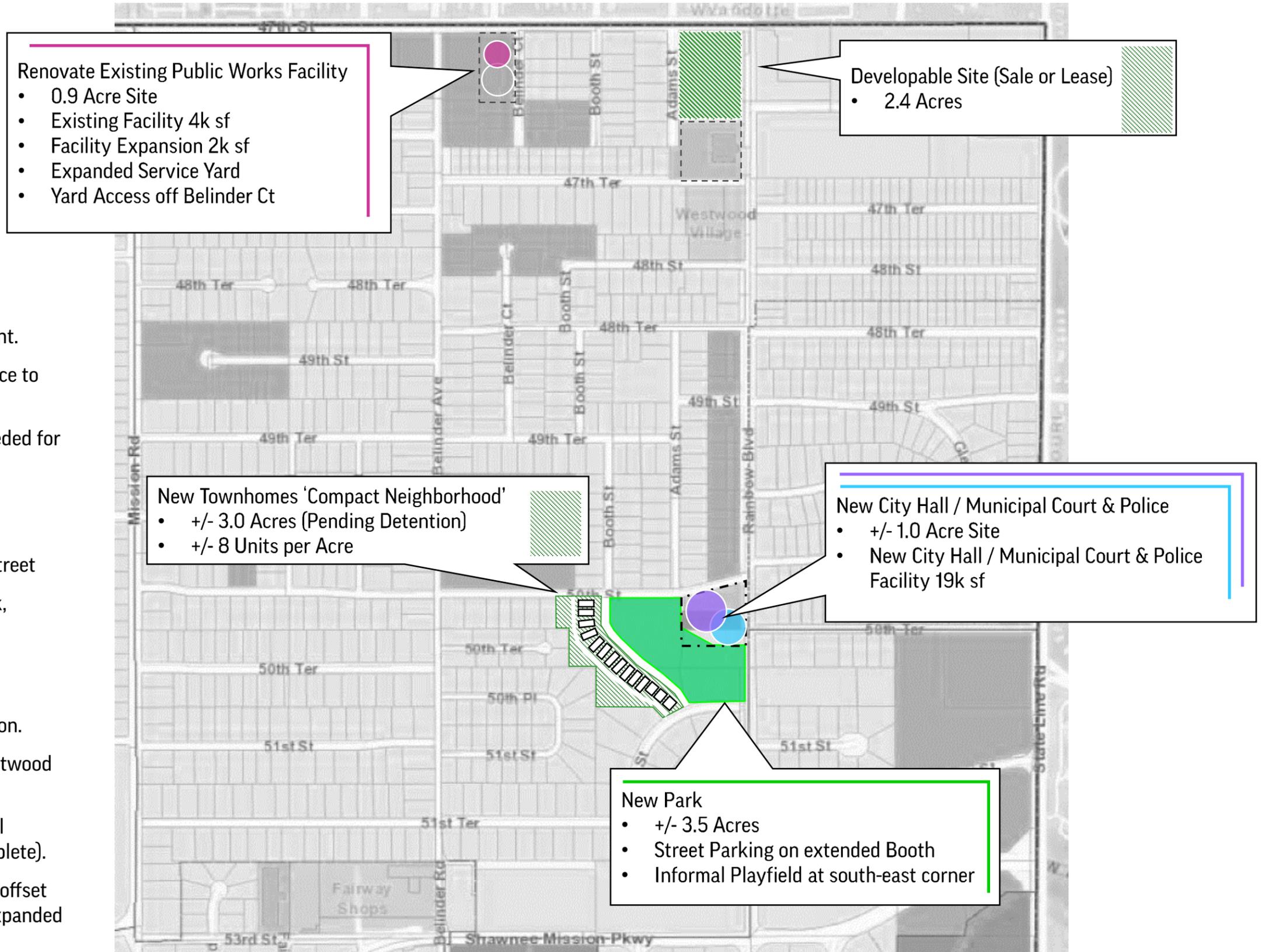
## CONSIDERATIONS

Remaining debt from Church site acquisition.

Debt associated with purchase of Old Westwood View.

Allows for sequencing / logistics (City Hall remains open until new buildings are complete).

Increased development revenue may help offset costs associated with new facilities and expanded park.



**Renovate Existing Public Works Facility**

- 0.9 Acre Site
- Existing Facility 4k sf
- Facility Expansion 2k sf
- Expanded Service Yard
- Yard Access off Belinder Ct

**Developable Site (Sale or Lease)**

- 2.4 Acres

**New Townhomes 'Compact Neighborhood'**

- +/- 3.0 Acres (Pending Detention)
- +/- 8 Units per Acre

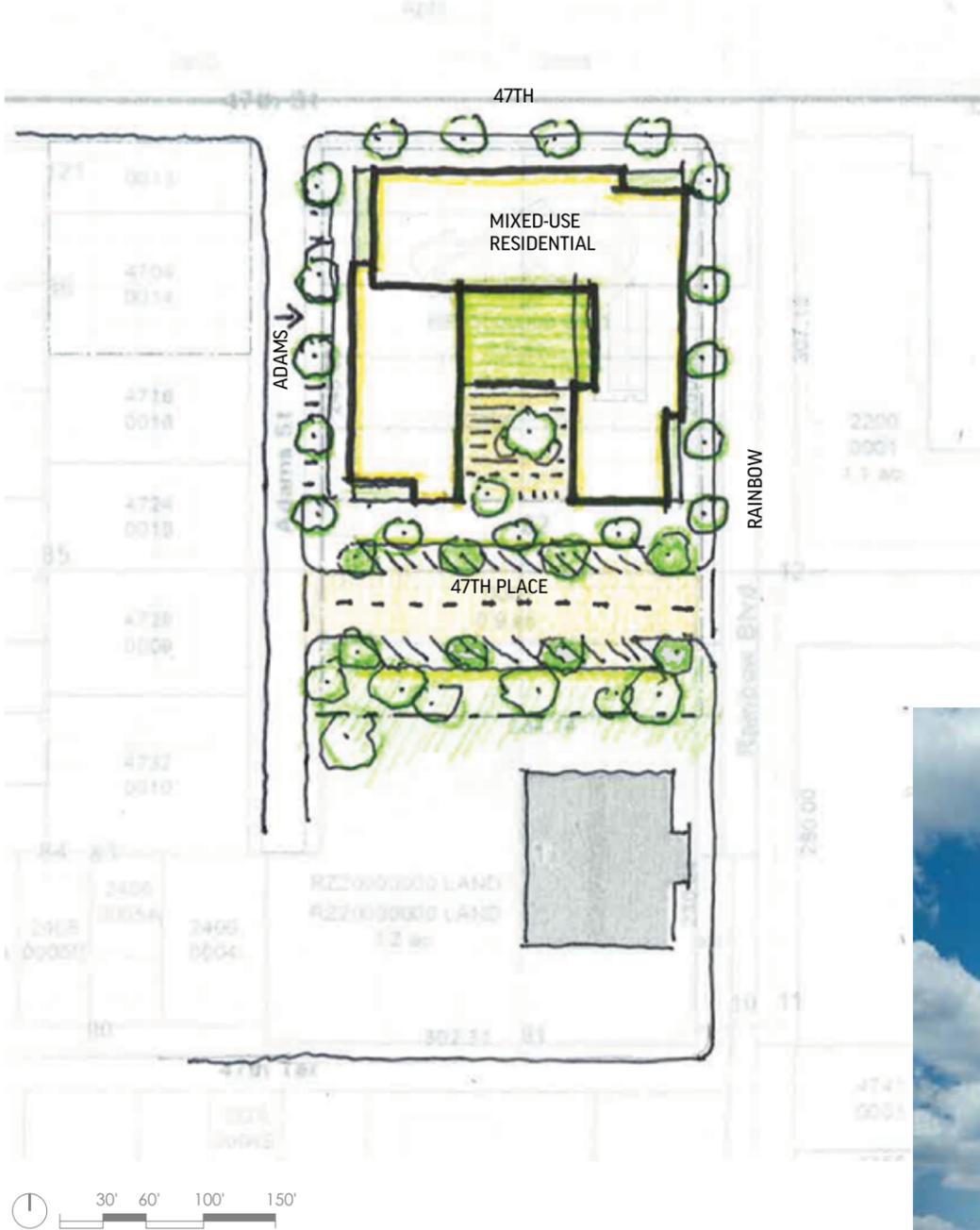
**New City Hall / Municipal Court & Police**

- +/- 1.0 Acre Site
- New City Hall / Municipal Court & Police Facility 19k sf

**New Park**

- +/- 3.5 Acres
- Street Parking on extended Booth
- Informal Playfield at south-east corner

# SCENARIO: A - 47th RAINBOW



# SCENARIO: A - PARK / 50th RAINBOW



# SCENARIO: A

SCENARIO A: New City Hall/Police Station in Park	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
New City Hall / Municipal Court / Police Station at Park (1 acre)	\$ 11,650,000	\$ 14,000,000		
<b>Public Works</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 425,000	\$ 550,000		
Repair, refresh, and expand by 2,000 gsf	\$ 1,125,000	\$ 1,500,000		
Expand Yard	\$ 575,000	\$ 750,000		
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Purchase Old Westwood View Elementary	\$ 3,000,000	\$ 3,000,000		
Demo school building, parking, etc., finish grade and sod	\$ 1,700,000	\$ 2,000,000		
3.5 Acre Park	\$ 2,000,000	\$ 2,500,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 20,800,000</b>	<b>\$ 24,625,000</b>
<b>Revenue</b>				
Capital from land sale City Hall site (2.4 acres)	\$ 3,300,000	\$ 4,000,000		
Capital from land sale Townhomes (3 acres)	\$ 3,500,000	\$ 4,300,000		
Estimated property and sales taxes (annual basis)	\$ 360,000	\$ 440,000		
Estimated property and sales taxes (over 20 years)	\$ 7,200,000	\$ 8,800,000		
<b>TOTAL ESTIMATED REVENUES</b>			<b>\$ 14,000,000</b>	<b>\$ 17,100,000</b>
<b>TOTAL ESTIMATED NET COST</b>			<b>\$ 6,800,000</b>	<b>\$ 7,525,000</b>

# SCENARIO: A - REVENUE ASSUMPTIONS

**Land Value Assumption** - equivalent to \$35 per square foot of land @ Rainbow & 47th Street and \$30 per square foot on the current Joe D Dennis Park

## **Property Tax Assumption -**

### Residential Values -

Multifamily - \$275,000/unit appraised value X 180 Units

Townhomes - \$425,000/unit appraised value X 30 Units

Commercial Values - \$300 PSF Appraised Value X 10,000 SF

Residential Taxes - Appraised Value X 11.5% assessment rate X 11.98% Tax Rate

Commercial Taxes - Appraised Value X 25% assessment rate X 11.98% Tax Rate

## **Economic Benefit Assumption -**

From New Apartment Residents - assumes 1.15 persons per dwelling unit with discretionary income of \$35,000 will spend 60% of that income in Westwood, which collects 1.5% sales tax on these expenditures

From New Retail Development - assumes retail sales of \$600 PSF of new retail space, with Westwood receiving 1.5% sales tax

**Additional 1% Sales Tax** - assumes additional 1% sales tax imposed on new retail development at \$600 PSF of sales

# SCENARIO: B

## OVERVIEW

Acquire & redevelop school site for City Hall and private development.

New expanded park integrated with City Hall / Municipal Court and community space.

New Public Works facility at existing site.

New Police Facility at south west corner of 47th and Adams.

New Development Site at 47th & Rainbow.

New Development Site at 50th & Rainbow.

## CONSIDERATIONS

Remaining debt from Church site acquisition.

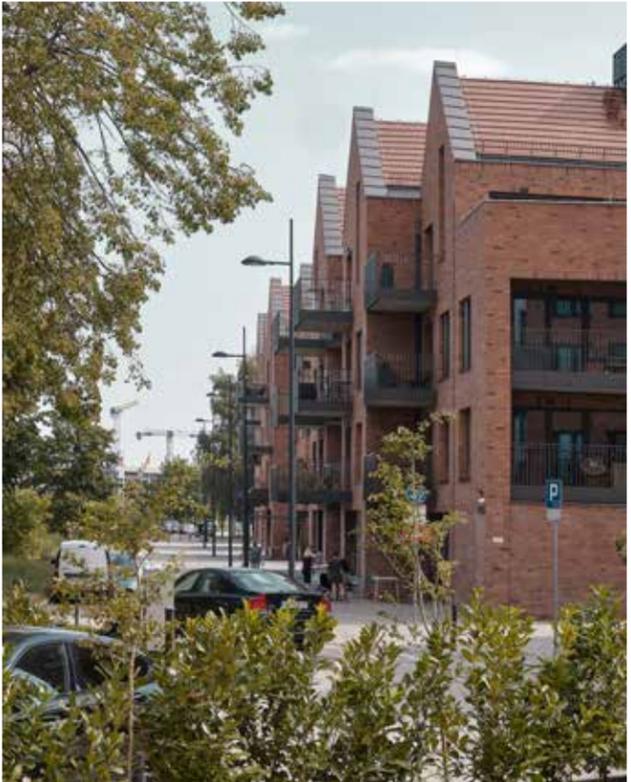
Debt associated with purchase of Old Westwood View.

Allows for sequencing / logistics (City Hall remains open until new buildings are complete).

Increased development revenue may help offset costs associated with new facilities and expanded park.



# SCENARIO: B - PARK & CITY HALL, 50th RAINBOW



# SCENARIO: B

## SCENARIO B: New City Hall in Park

	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
New City Hall / Municipal Court at Park	\$ 7,100,000	\$ 8,600,000		
Purchase of SW corner of 47th and Adams	\$ -	\$ -		
New Police Station SW corner of 47th and Adams	\$ 5,500,000	\$ 6,600,000		
<b>Public Works</b>				
New Public Works Building, parking and yard	\$ 3,150,000	\$ 3,900,000		
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Purchase Old Westwood View Elementary	\$ 3,000,000	\$ 3,000,000		
Demo school building, parking, etc., finish grade and sod	\$ 1,700,000	\$ 2,000,000		
3.5 Acre Park	\$ 2,000,000	\$ 2,500,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 22,775,000</b>	<b>\$ 26,925,000</b>
<b>Revenue</b>				
Capital from land sale City Hall site	\$ 3,300,000	\$ 4,000,000		
Capital from land sale Rainbow frontage along park site (3 acres)	\$ 3,500,000	\$ 4,300,000		
Estimated property and sales taxes (annual basis)	\$ 650,000	\$ 800,000		
Estimated property and sales taxes (over 20 years)	\$ 13,000,000	\$ 16,000,000		
<b>TOTAL ESTIMATED REVENUES</b>			<b>\$ 19,800,000</b>	<b>\$ 24,300,000</b>
<b>TOTAL ESTIMATED NET COST</b>			<b>\$ 2,975,000</b>	<b>\$ 2,625,000</b>

# SCENARIO: B - REVENUE ASSUMPTIONS

**Land Value Assumption** - equivalent to \$35 per square foot of land @ Rainbow & 47th Street and \$30 per square foot on the current Joe D Dennis Park

## **Property Tax Assumption -**

### Residential Values -

Multifamily 1 - \$275,000/unit appraised value X 180 Units

Multifamily 2 - \$275,000/unit appraised value X 200 Units

Commercial Values - \$300 PSF Appraised Value X 10,000 SF X 2

Residential Taxes - Appraised Value X 11.5% assessment rate X 11.98% Tax Rate

Commercial Taxes - Appraised Value X 25% assessment rate X 11.98% Tax Rate

## **Economic Benefit Assumption -**

From New Apartment Residents - assumes 1.15 persons per dwelling unit with discretionary income of \$35,000 will spend 60% of that income in Westwood, which collects 1.5% sales tax on these expenditures

From New Retail Development - assumes retail sales of \$600 PSF of new retail space, with Westwood receiving 1.5% sales tax

**Additional 1% Sales Tax** - assumes additional 1% sales tax imposed on new retail development at \$600 PSF of sales

# SCENARIO: C

## OVERVIEW

Acquire & redevelop school site.

Redevelop 47th and Rainbow into mixed-use building with integrated City Hall / Municipal Court

New Police Facility at south west corner of 47th and Adams.

Renovate Public Works facility at current location.

New Development Site at 50th & Rainbow.

New / Expanded Park at old school site west of Adams extension.

## CONSIDERATIONS

Remaining debt from acquisition of Church site.

Debt associated with purchase of Old Westwood View.

Sequencing & Logistics of City Hall during construction would need to be considered - old Westwood school could be used as an interim facility.

Increased development revenue may help offset costs associated with new facilities and expanded park.



# SCENARIO: C - 47th ADAMS - POLICE FACILITY



# SCENARIO: C - PARK & 50th RAINBOW



# SCENARIO: C

## SCENARIO C: City Hall at "Main Street" Mixed Use

	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
City Hall lease (20 years)	\$ 8,010,000	\$ 9,790,000		
Purchase of SW corner of 47th and Adams	\$ -	\$ -		
New Police Station SW corner of 47th and Adams	\$ 5,500,000	\$ 6,600,000		
<b>Public Works</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 425,000	\$ 550,000		
Repair, refresh, and expand by 2,000 gsf	\$ 1,125,000	\$ 1,500,000		
Expand Yard	\$ 575,000	\$ 750,000		
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Purchase Old Westwood View Elementary	\$ 3,000,000	\$ 3,000,000		
Demo school building, parking, etc., finish grade and sod	\$ 1,700,000	\$ 2,000,000		
4.5 Acre Park	\$ 2,600,000	\$ 3,200,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 23,260,000</b>	<b>\$ 27,715,000</b>
<b>Revenue</b>				
Capital from land sale City Hall site	\$ 3,300,000	\$ 4,000,000		
Capital from land sale Rainbow frontage along park site (3 acres)	\$ 3,500,000	\$ 4,300,000		
Estimated property and sales taxes (annual basis)	\$ 650,000	\$ 800,000		
Estimated property and sales taxes (over 20 years)	\$ 13,000,000	\$ 16,000,000		
<b>TOTAL ESTIMATED REVENUES</b>			<b>\$ 19,800,000</b>	<b>\$ 24,300,000</b>
<b>TOTAL ESTIMATED NET COST</b>			<b>\$ 3,460,000</b>	<b>\$ 3,415,000</b>

# SCENARIO: C - REVENUE ASSUMPTIONS

**Land Value Assumption** - equivalent to \$35 per square foot of land @ Rainbow & 47th Street and \$30 per square foot on the current Joe D Dennis Park

**Property Tax Assumption -**

Residential Values -

Multifamily 1 - \$275,000/unit appraised value X 180 Units

Multifamily 2 - \$275,000/unit appraised value X 200 Units

Commercial Values - \$300 PSF Appraised Value X 10,000 SF X 2

Residential Taxes - Appraised Value X 11.5% assessment rate X 11.98% Tax Rate

Commercial Taxes - Appraised Value X 25% assessment rate X 11.98% Tax Rate

**Economic Benefit Assumption -**

From New Apartment Residents - assumes 1.15 persons per dwelling unit with discretionary income of \$35,000 will spend 60% of that income in Westwood, which collects 1.5% sales tax on these expenditures

From New Retail Development - assumes retail sales of \$600 PSF of new retail space, with Westwood receiving 1.5% sales tax

**Additional 1% Sales Tax** - assumes additional 1% sales tax imposed on new retail development at \$600 PSF of sales

**City Hall Rent** - \$35 psf gross rent (base year expense stop) - assumes appropriation language is not in lease

# SCENARIO: D

## OVERVIEW

Acquire & redevelop school site as an improved 4.5 acre park.

Renovate and improve existing City Hall and Police facility.

Reconfigure City Hall parking and sell 1.2 Acre site to the south for development.

Renovate Public Works and expand as needed for the next thirty years.

Sell Joe Dennis park / 3.0 acres frontage along Rainbow for development.

## CONSIDERATIONS

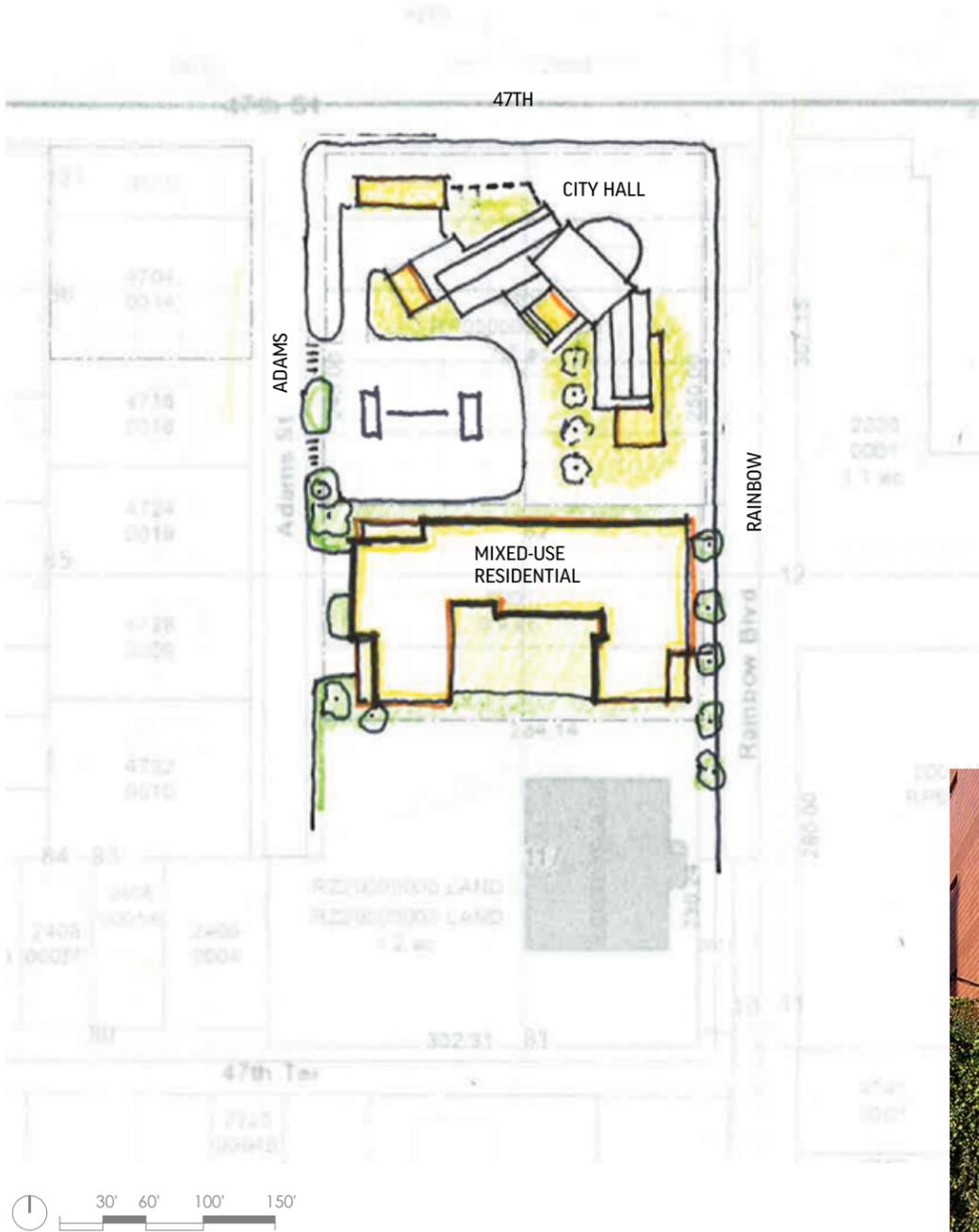
Remaining debt from Church site acquisition.

Debt associated with purchase of Old Westwood View.

Increased development revenue helps offset costs associated with renovating facilities and building a new-larger park that is buffered by development along Rainbow.



# SCENARIO D - 47th Place - Development



# SCENARIO: D

## SCENARIO D: Renovate Existing, New Park

	LINE ITEM ESTIMATES		TOTAL RANGE ESTIMATE	
	Lower	Upper	Lower	Upper
<b>City Hall / Police</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 1,800,000	\$ 2,400,000		
Renovate for current uses	\$ 1,200,000	\$ 1,600,000		
Add for expanded Sallyport and Patio	\$ 325,000	\$ 425,000		
<b>Public Works</b>				
Repair "as is" and refresh finishes for next 30 years	\$ 425,000	\$ 550,000		
Add for expanding by 2,000 GSF	\$ 1,125,000	\$ 1,500,000		
Expand Yard	\$ 575,000	\$ 750,000		
<b>Park Site</b>				
Balance due for church site	\$ 325,000	\$ 325,000		
Purchase Old Westwood View Elementary	\$ 3,000,000	\$ 3,000,000		
Demo school building, parking, etc., finish grade and sod	\$ 1,700,000	\$ 2,000,000		
4.5 Acre Park	\$ 2,600,000	\$ 3,200,000		
<b>TOTAL ESTIMATED PROJECT COSTS</b>			<b>\$ 13,075,000</b>	<b>\$ 15,750,000</b>
<b>Revenue</b>				
Capital from land sale, south 1.2 acres City Hall site	\$ 1,600,000	\$ 2,000,000		
Capital from land sale Rainbow frontage along park site (3 acres)	\$ 3,500,000	\$ 4,300,000		
Estimated property and sales taxes (annual basis)	\$ 520,000	\$ 640,000		
Estimated property and sales taxes (over 20 years)	\$ 10,400,000	\$ 12,800,000		
<b>TOTAL ESTIMATED REVENUES</b>			<b>\$ 15,500,000</b>	<b>\$ 19,100,000</b>
<b>TOTAL ESTIMATED NET COST</b>			<b>\$ (2,425,000)</b>	<b>\$ (3,350,000)</b>

# SCENARIO: D - REVENUE ASSUMPTIONS

**Land Value Assumption** - equivalent to \$30 per square foot of land south of existing City Hall and \$30 per square foot on the current Joe D Dennis Park

**Property Tax Assumption -**

Residential Values -

Multifamily 1 - \$275,000/unit appraised value X 100 Units

Multifamily 2 - \$275,000/unit appraised value X 200 Units

Commercial Values - \$300 PSF Appraised Value X 10,000 SF

Residential Taxes - Appraised Value X 11.5% assessment rate X 11.98% Tax Rate

Commercial Taxes - Appraised Value X 25% assessment rate X 11.98% Tax Rate

**Economic Benefit Assumption -**

From New Apartment Residents - assumes 1.15 persons per dwelling unit with discretionary income of \$35,000 will spend 60% of that income in Westwood, which collects 1.5% sales tax on these expenditures

From New Retail Development - assumes retail sales of \$600 PSF of new retail space, with Westwood receiving 1.5% sales tax

**Additional 1% Sales Tax** - assumes additional 1% sales tax imposed on new retail development at \$600 PSF of sales

# INDEPENDENT APPRAISAL

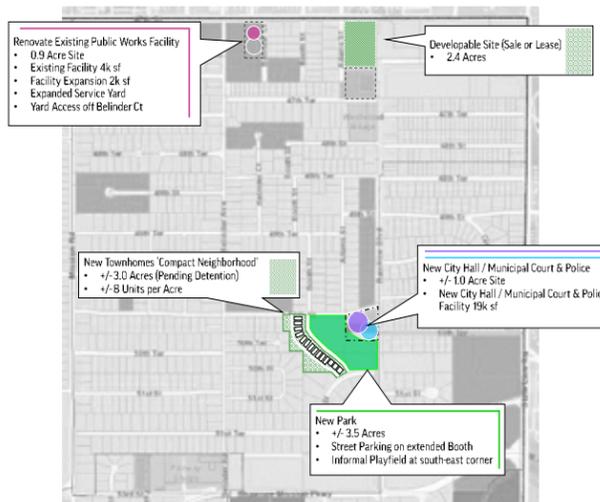
An independent appraisal of the real estate considered in this feasibility study was prepared for the City of Westwood by JLL Valuation & Advisory Services. The appraised land values assume current land use zoning. The land values reflected in the appraisal do not reflect the ability to develop more density as envisioned in the development scenarios posed in this feasibility analysis. The revenue estimates for each of the scenarios are predicated on the ability to increase density to support the higher land values. The projected land sales reflected in this feasibility analysis are based on similar properties throughout the greater Kansas City region that have recently sold or are on the market today.

ADDRESS	APPRAISAL	FEASIBILITY ANALYSIS MARKET VALUE OPINION
<b>4700 Rainbow</b> (2 Parcels)	\$28 / sq ft.	\$35 / sq ft.
<b>5000 Rainbow</b> (2 Parcels)	\$13.40 / sq ft.	\$30 / sq ft.
<b>5050 Rainbow</b> (2 Parcels)	\$12.50 / sq ft.	\$30 / sq ft.

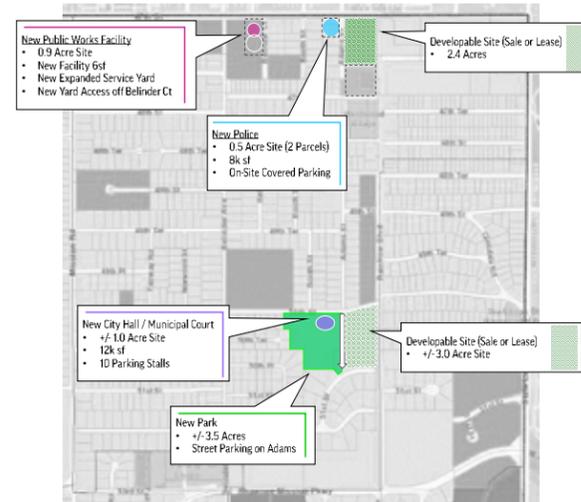
# SCENARIO SUMMARY

	ESTIMATED PROJECT COST LESS REVENUE		SCENARIO COMPARED TO BASELINE	
	Lower	Upper	Lower	Upper
<b>BASELINE IMPROVEMENTS</b>				
Repair Only	\$ 4,050,000	\$ 5,075,000		
Repair, Renovate, and Expand for Next 20 Years of Use	\$ <b>7,275,000</b>	\$ <b>9,350,000</b>	NA	NA
Add for School Purchase and 7.5 Acre Park	\$ 14,475,000	\$ 17,350,000		
<b>SCENARIO A: Sell City Hall Site; Renovate Public Works; New City Hall + Police, Townhomes at School Site; Improve 3 Acre Park</b>				
Using Projected Market Values of Land	\$ 6,800,000	\$ 7,525,000	\$ (475,000)	\$ (1,825,000)
Using Appraised Values of Land	\$ 9,500,000	\$ 10,725,000	\$ 2,225,000	\$ 1,375,000
<b>SCENARIO B: Sell City Hall Site; New Public Works; New Police; 3.5 Acre Park and New City Hall at School Site; Sell Existing Park + Church Site</b>				
Using Projected Market Values of Land	\$ 2,975,000	\$ 2,625,000	\$ (4,300,000)	\$ (6,725,000)
Using Appraised Values of Land	\$ 5,675,000	\$ 5,825,000	\$ (1,600,000)	\$ (3,525,000)
<b>SCENARIO C: Lease Space at City Hall Site; Renovate Public Works; New Police; 4.5 Acre Park at School Site; Sell Existing Park + Church Site</b>				
Using Projected Market Values of Land	\$ 3,460,000	\$ 3,415,000	\$ (3,815,000)	\$ (5,935,000)
Using Appraised Values of Land	\$ 6,160,000	\$ 6,615,000	\$ (1,115,000)	\$ (2,735,000)
<b>SCENARIO D: Update Existing Facilities; Sell 1.2 Acres; Purchase School and Build New 4.5 Acre Park; Sell Existing Park + Church Site</b>				
Using Projected Market Values of Land	\$ (2,425,000)	\$ (3,350,000)	\$ (9,700,000)	\$ (12,700,000)
Using Appraised Values of Land	\$ (125,000)	\$ (550,000)	\$ (7,400,000)	\$ (9,900,000)

**Scenario A**



**Scenario B**



**Scenario C**



**Scenario D**



# Summary of Findings

Recommended “Baseline” costs to improve and expand the existing City Hall/Police, Public Works, and Park facilities range from \$7,275,000 to \$9,350,000.

Purchasing the school to create a 7.5 acre park is estimated to cost another \$7,200,000 to \$8,000,000 beyond the recommended “Baseline” costs.

Revenues generated by selling city-owned properties along Rainbow for taxable private development could afford constructing new City Hall and Police facilities and benefit the City over the long term.

Renovating and improving existing facilities and selling the southern 1.2 acres of the City Hall site plus the current Park and church sites for taxable private development may be most cost-effective.

# Appendix

# Existing Facility Analysis Details

# CITY HALL - FACILITY CONDITIONS

## Introduction

The existing one-story building consists of approximately 15,000sf of multipurpose community room, city hall chambers, city administrative offices and police department spaces for the City of Westwood, Kansas. A partial basement includes police functions and general building storage.

## Exterior Envelope Observations

The exterior envelope is composed of a variety of EIFS, face brick, metal trim and glazed storefront for the vertical walls. A combination of pitched standing seam metal roof and ballasted flat roofing membrane make up the roofs. Existing foundations and slabs are made of concrete.

**EIFS** – The existing EIFS system has multiple locations where the outer finish layer is pitting and has eroded and the fiber backup scrim is visible. This is particularly noticeable at corners and control joints. The bottom of the finish system does have a metal flashing installed and it was noted as being wet during inspection. This is an indication that moisture has penetrated the EIFS outer layer but has reached the drainage plane, so the wall did appear to be draining properly. Most of the sealant joints at the perimeter of the EIFS were dry and cracked, which is a location for water intrusion.

*Base Recommendations:* All noticeable pitting and fiber exposure should be repaired back to original condition. If this is not possible then the finish system should be replaced. Care should be taken to ensure that wall continues to back vent and drain properly. All sealant joints should be scraped, cleaned and re-sealed. Any damaged flashing should be repaired/installed new.

*Expanded Recommendations:* Replace all EIFS cladding back to studs.

**Face Brick** – The first floor is primarily made up of red face brick. Existing drawings indicate that this brick is supported by a CMU back up wall. In general, no leaking of this wall was observed or noted by facilities. There were a few locations, especially at the Police Sally Port base, where mortar has started to degrade and some efflorescence of brick was noticed. Most joints between other materials had sealant that was cracking and has reached the end of its useful life. Brick overall appearance was dirty with a few locations of minor biological growth. Weep holes were visible at bottom of walls.

*Base Recommendations:* All existing mortar joints that are deteriorating should be re-pointed. Damaged/worn bricks should be replaced to match. Bricks should be cleaned with as gentle of an agent as possible to remove biological growth and dirt. All weep holes should be cleaned of any blockages.

**Glazing** – The storefront glazing system has multiple IGU units with broken seals and therefore condensation is inside of the units. Facilities noted that quite a few units have already been replaced. Due to the small size of IGUs in the chamber room this means that there are a lot of chances for units to fail. The aluminum storefront system itself appears to be in decent shape but several snap caps have fallen off. Several sealant joints are dried and cracking at system perimeters.

*Base Recommendations:* All failing IGUs should be repaired; if repair is not possible units should be replaced. Replace all missing snap caps to match. All sealant joints should be scraped, cleaned and redone.

*Expanded Recommendations:* replace bay window assembly in Police Chief office. Replace all IGUs and snap caps

**Metal Roofing** – Sloped roofs are made of standing seam metal. This is the original roof and had multiple seam battens that were coming off. Several scratches were noticed in the roofing material and they had started to rust. These roofs drain into a stainless-steel gutter system which had several clogs visible. Facilities noted that these gutters clog all the time and have been a constant source of leaks on the inside of the building. Both drain and overflow drain exit on to a ballasted flat roof.

*Base Recommendations:* Existing battens which are failing should be removed and replaced. Damaged roof panels should also be replaced. If they cannot be repaired, then the entire metal roof should be replaced. Alternate solution should be designed at stainless-steel gutter/overflow to prevent leaks.

*Expanded Recommendations:* Replace metal roof in its entirety.

**Ballasted Flat Roofing** – The original flat roof is a ballasted modified-bitumen roof. No leaks were observed, and facilities stated the only leaks they have noticed are when pitch pockets on the mechanical roof start to dry out and crack. When properly maintained these roofs have a typical life expectancy of 20 years or more.

*Base Recommendations:* The original roof is in average condition but will need replacement soon. It is recommended to do so along with other exterior repairs.

**Foundations/Slabs** – Existing foundations and slabs are made of concrete and overall appear to be in good shape with no major cracking. No issues were noted by facilities with leaks other than where fiber optic cable enters the basement as noted in mechanical report.

*Base Recommendations:* Completely investigate leak in basement and remediate to stop leaking into electrical room.

# CITY HALL - FACILITY CONDITIONS

## Interior Observations

Many of the existing interior finishes are original to the construction of the building. These include floor tile and carpet, wood casework and trim, painted walls, and lay-in ceilings. While most light fixtures are original, all the light bulbs have been replaced with screw-in LED bulbs.

**Flooring** – The ceramic tile flooring in the entry lobby appears to be original to the building and while its aesthetics are dated, it is in overall good condition. The carpet in the council chamber is worn and has reached the end of its useful life. The carpet between the chamber and lobby appears to have been replaced at some point and is in average condition. Flooring in the police station is well-worn and the stair down to the basement has many cracked and damaged tiles.

*Recommendations:* If aesthetics are of concern, all flooring in project should be replaced.

Existing lobby flooring could remain as it is in functionally good shape. Carpet in chamber is in especially bad shape and durability should be of high importance when replacing. See floor plans for detailed recommendations.

**Walls and Trim** – Existing walls are in varying states of conditions; most are in good shape considering the age of the building. Wood trim and casework also appears to be in good condition given the age; a few pieces are scratched but easily repaired. Wall tile in restrooms is dated but is in good condition. Where leaks in exterior envelope have occurred, there is damage noticeable to interior finishes.

*Recommendations:* All walls should be cleaned and repainted. Repair damage as necessary. Wood trim and casework should be refinished as needed. Restroom finishes are dated and should be replaced. All damage to finishes due to leaks should be repaired/replaced. See floor plans for detailed recommendations.

**Ceilings** – Most lay-in ceilings are in overall average condition. Where leaks have occurred overhead, some tiles are stained and tiles near HVAC registers are dirty.

*Recommendations:* At a minimum all damaged and dirty tiles should be replaced. If a suitable match is not possible all ceiling tiles should be replaced to provide uniformity. All gypsum board ceilings should be repainted. See floor plans for detailed recommendations.

## ADA Deficiencies

A high-level view of ADA regulations indicates that there are several deficiencies which are noted below.

1. There is no accessible route to the council member seating platform.

2. While they have been removed, the two interior doors to the restrooms do not meet ADA standards for spacing.

3. There is no accessible portion of countertop for the codes reception desk.

4. Utility sink in office does not appear to allow for ADA pull-in access

5. Multiple doors throughout the building, including into the administration and police departments, do not have adequate push/pull jamb clearances.

6. All countertop heights should be checked to ensure they meet ADA; several were not in compliance.

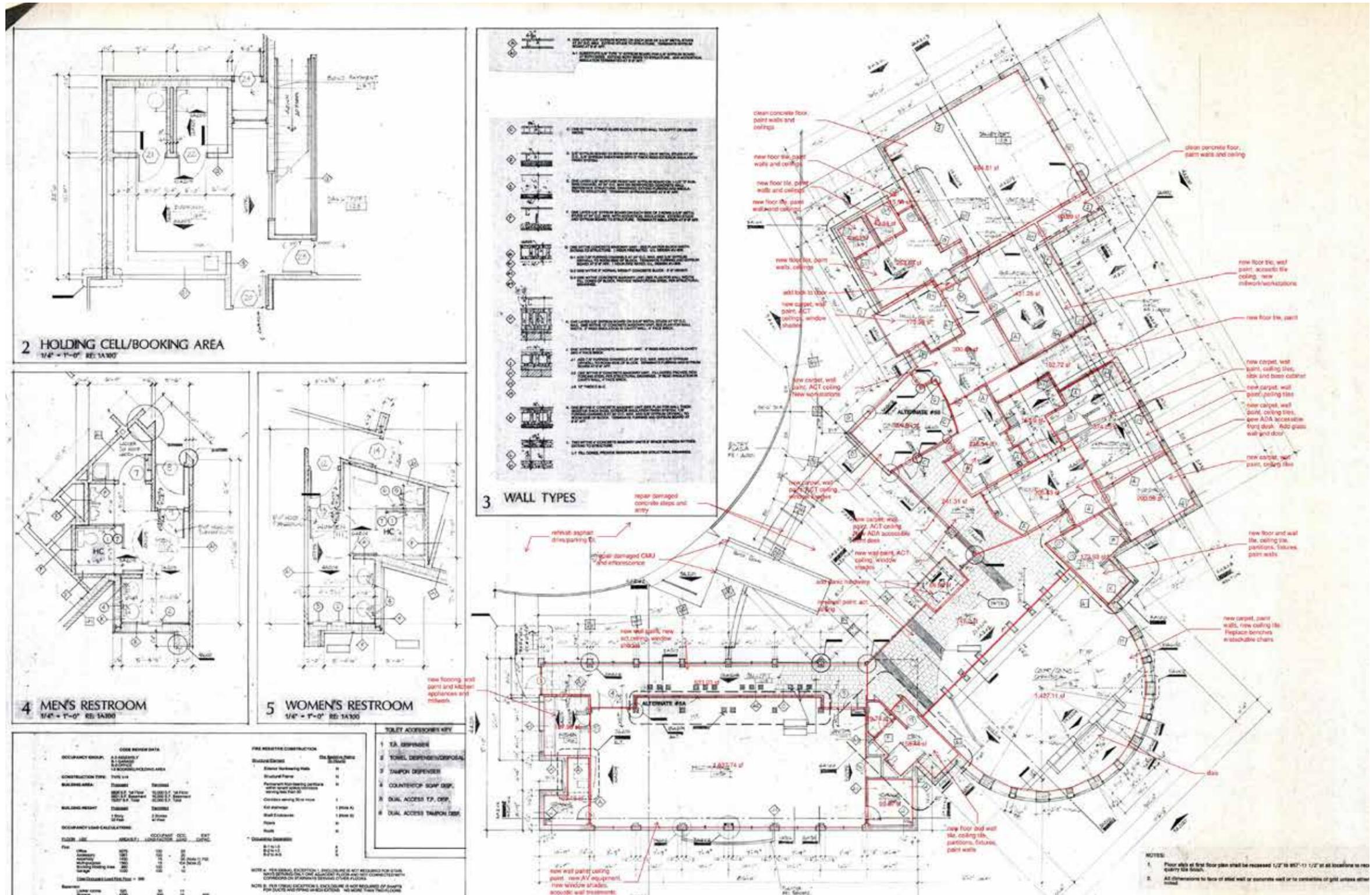
7. There is no ADA access to the basement, which includes locker rooms.

## Building Code Deficiencies

While building codes have changed since the original building was constructed there were several deficiencies which are noted below:

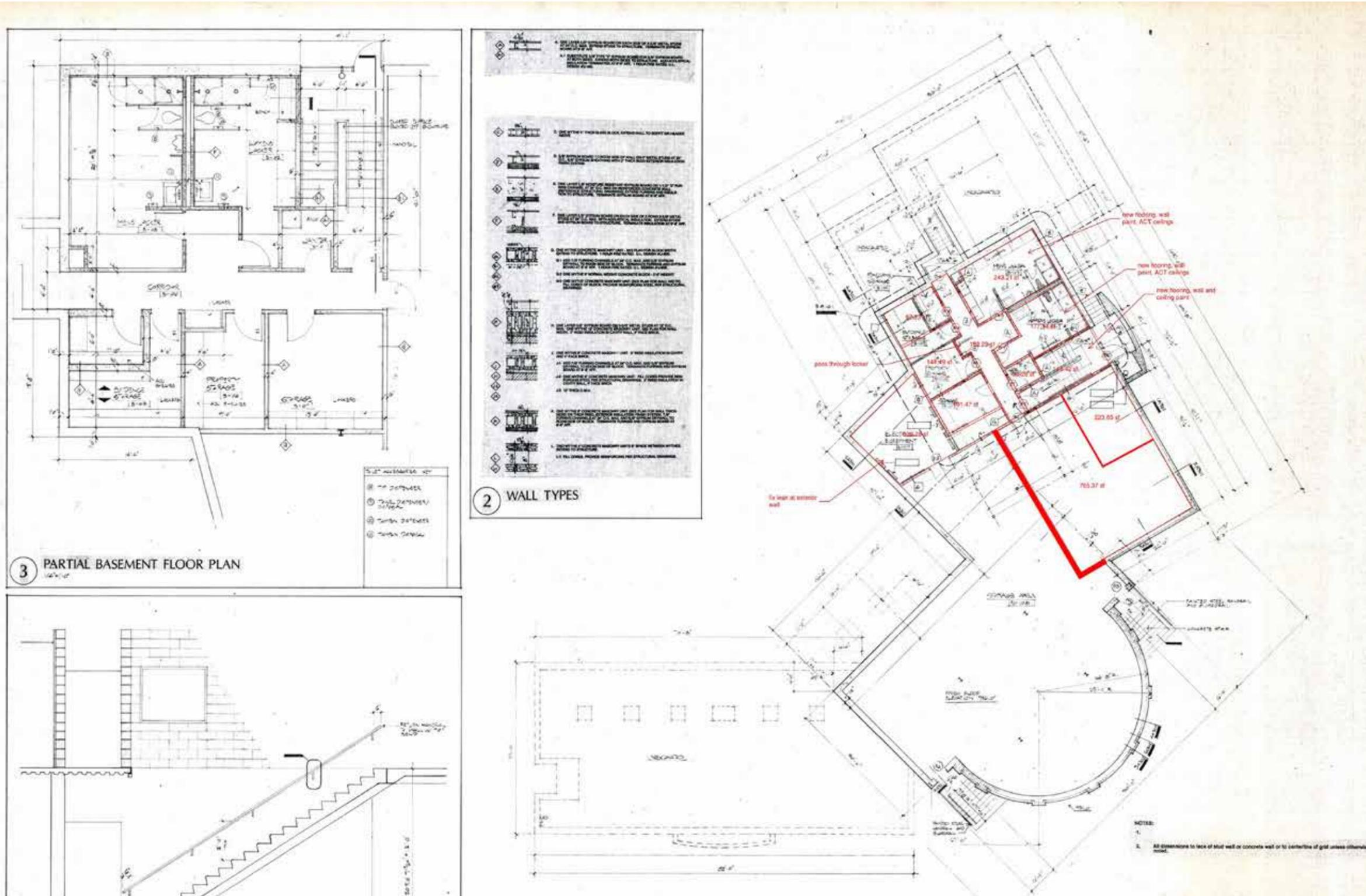
1. Panic devices (aka crash bars) are not installed on the main lobby exit doors.

# CITY HALL - BASE RECOMMENDATIONS



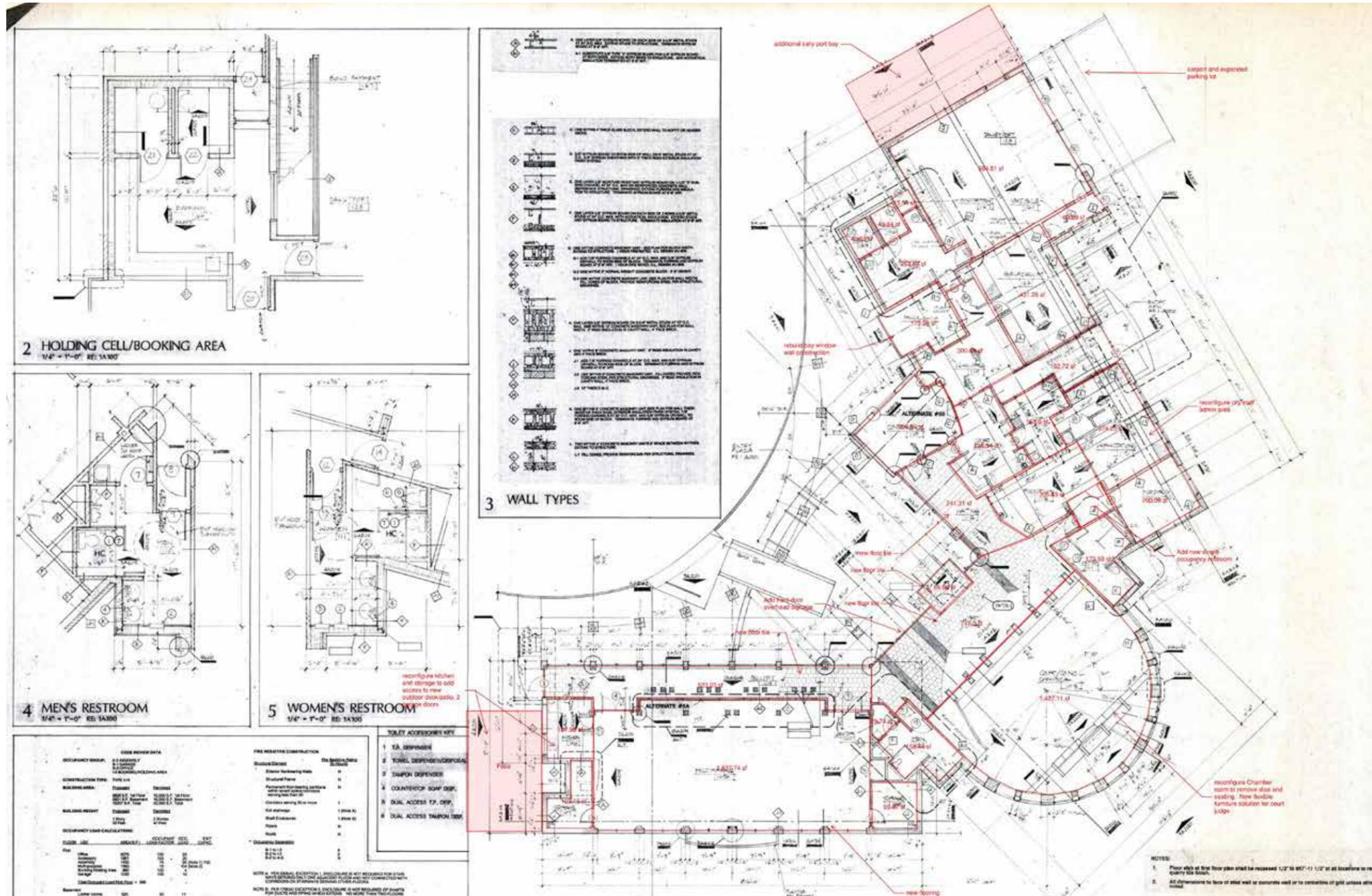
Ground Floor Plan

# CITY HALL - BASE RECOMMENDATIONS



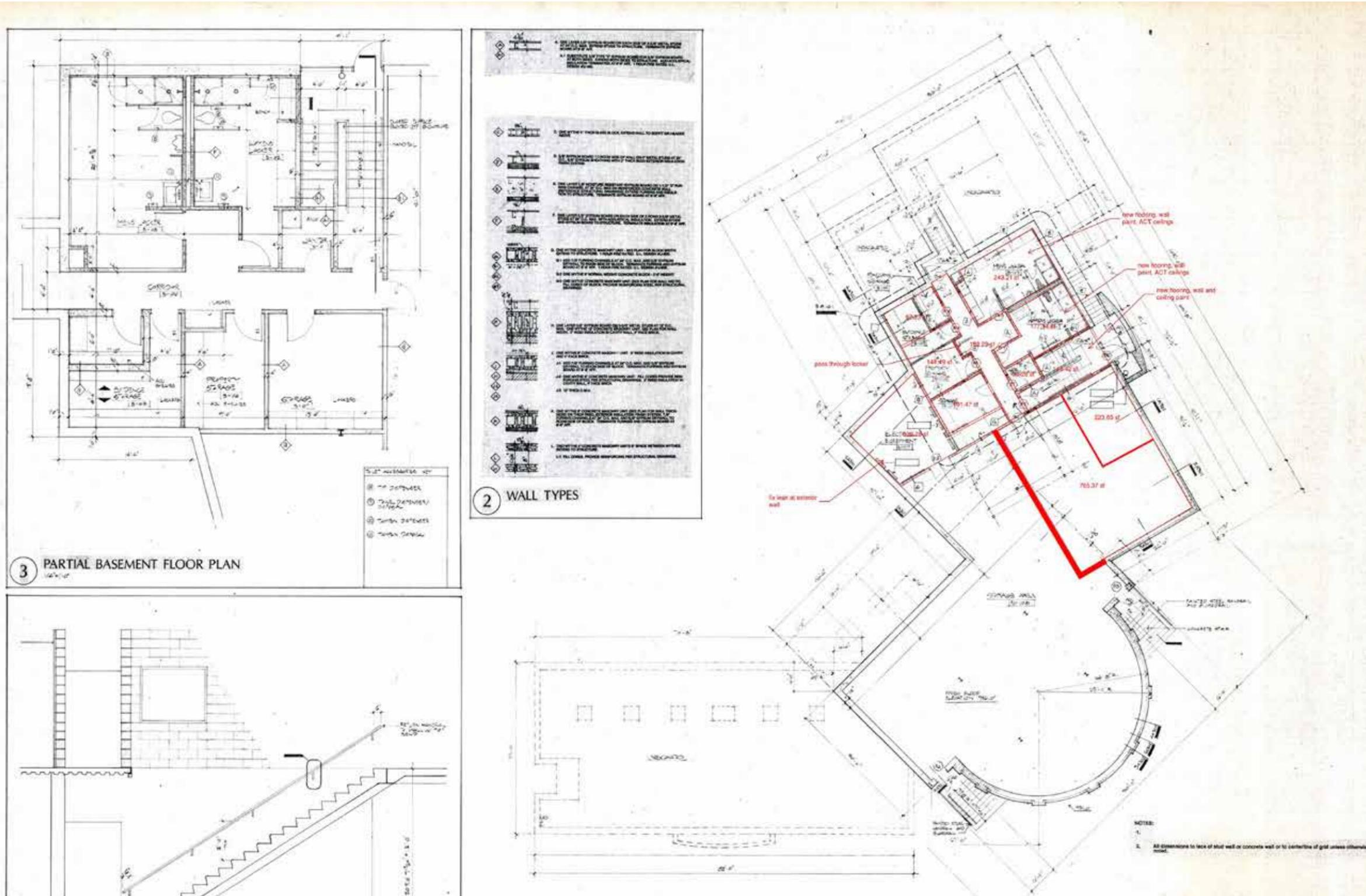
Basement Floor Plan

# CITY HALL - RENOVATIONS AND ADDITIONS



Ground Floor Plan

# CITY HALL - RENOVATIONS AND ADDITIONS



Basement Floor Plan

# FACILITY ANALYSIS - CITY HALL MEP

## Summary of Existing Electrical Systems

The existing electrical service is made up of one 600A, 120/240V., three phase, 4-wire service from the utility with one (1) utility meter. The utility transformer is pad mounted on the building's southeast side with the service feeders routed underground into the electrical room located in the basement. The peak electrical demand since February 2016 was recorded at 69 kilowatts (166 amperes), or about 35% of the capacity of the existing electrical service.

A 200A, 3-pole, 3 position (on-off-on) disconnect switch has been installed in the basement electrical room to allow for the connection of a mobile generator. The disconnect is connected to a utility source on one position and connected to a pin and sleeve connector located in the Sally Port, for a mobile generator to connect to on a second position. The "off" position is the third position. This disconnect is then connected to a panel board that serves mostly the police station offices and support areas.

## Summary of Existing Mechanical Systems

The entry lobby/corridors are served by two DX/gas-fired packaged rooftop units. The units are located on the flat roof and duct down to serve air devices within the space. Refer to the existing HVAC information table at the bottom of this section. Restrooms are served from the nearest rooftop unit with a dedicated, roof-mounted exhaust fan for each restroom.

The community room is served by a DX/gas-fired packaged rooftop unit. The unit is located on the flat roof and ducts down to serve duct-mounted air devices within the space. Refer to the existing HVAC information table at the bottom of this section. The community room kitchen contains a general exhaust fan interlocked to a light switch to provide general kitchen exhaust.

The council chamber is served by a DX/gas-fired packaged rooftop unit. The unit is located on the flat roof and ducts down to serve air devices within the space. Refer to the existing HVAC information table at the bottom of this section.

The office areas are served by two residential split systems with DX cooling and electric heat. The indoor units are located within the plenum space with condensing units on the roof. Ductwork is routed within the plenum space to serve multiple office spaces in the building. Outdoor air connections for the units are noted on the existing drawings but were not confirmed in field.

The sally port contains a gas-fired unit heater and an exhaust fan operated by light switch. The exhaust fan serving the sally port also serves the evidence room on the floor below.

The basement consists of locker rooms, IT/electrical room, evidence room fitness room, and general storage. Per the existing drawings, the locker rooms are served from the floor above by the office units and are not exhausted. The IT/electrical room is served by a dedicated ductless split system. The fitness room and general storage area are unconditioned with a small transfer fan exhausting the fitness room into the storage area. The storage area contains the building's water entry, sewer main, water heater, and sump pump.

Area Served	Make/Model #	Cooling Capacity (Tons)	Heating Capacity (MBH)	Equipment Age (years)
Lobby/Corridors	Trane YCD180	15.0	203	10
Lobby/Corridors	Trane YSC120	10.0	188	2
Community Room	Lennox KGA 120	10.0	144	8
Council Chamber	Unknown*	25.0	235	20+
Office Areas	Lennox TSA060	5.0	N/A*	6
Office Areas	Lennox TSA036	3.0	N/A*	6
Electrical/IT Room	Carrier 38MVC024	3.0	N/A	10

\*Equipment name plate was not observed

# CITY HALL - SYSTEMS CONDITIONS

## Building Assessments and Observed Deficiencies

While performing the site assessment, Olsson observed the following potential code issues with the current state of the mechanical and electrical systems. Olsson also recommends the following updates if the Owner decides to renovate the Property.

## Electrical – Observed Deficiencies

### Council Chamber:

1. There is not an integrated audio/visual system so portable electronic equipment on roller carts are being utilized. It is reported that the sound is not optimal, the acoustics of the space are not ideal for meetings conducted in a virtual meeting format, outside noises and HVAC equipment interfere with video calls, and high volume creates feedback.

### Electrical Room:

1. During rain events, water will penetrate the wall where critical fiber optic and other telecommunication services are installed. Several attempts have been made by the staff to seal wall penetrations, but water will still penetrate through the wall. It is not certain where the water is coming from. The conduit from the serving utility has been sealed at the utility pull vault. The existing conduit and wiring is routed underground from the utility vault on the southeast side of the building and extending underground to the electrical room in the basement.
2. There are provisions for a mobile generator to be installed however, the provisions do not verify that the voltage rotation is in the proper sequence to operate the building. If this sequence is not correct it could cause motors to run backwards or other equipment to malfunction.
3. Extension cords are installed for permanently installed telecommunication equipment. The National Electrical Code (NEC) does not allow extension cords in lieu of permanent wiring (NEC 400.8(1)). General rule- if equipment is powered from an extension cord for more than 30 days, permanent solutions should be installed.
4. Existing phone systems do not work when utility power is lost and there is not a permanently installed generator.

### Police Station:

1. The Supervisor station is using one receptacle for two workstations. Several power strips are attached to each other to extend from the wall to under the workstations. Plugging a power strip into a power strip or current tap is a violation of the NEC and OSHA Standards. Specifically, NEC Article 110.3(B), OSHA 29CFR 1910.303(b)(2), and 1926.403(b)(2) Installation and Use. For compliance each power strip should be plugged into a permanently installed receptacle.
2. Per conversations with the stakeholders, better lighting and signage is required at the secured entrance at the Booking Room.

## Mechanical – Observed Deficiencies

### Entry Lobby/Corridors/Restrooms

1. Restroom exhaust fans did not appear to be operational.
2. Restroom and break room have issues with traps drying out and allowing sewer gas smells to permeate throughout the space.
3. Maintenance staff has added return air grilles to try to help with air flow issues.

### Community Room:

4. None observed or reported during site walk.

### Council Chamber:

1. With proper maintenance, packaged HVAC equipment can be expected to have a useful life of ~15 years. The existing equipment is 20+ years old and should be considered for replacement as part of any future work.
  - a. Loud unit operation was reported during occupant interviews – specifically at start up.
  - b. Quiet operation is noted as a requirement due to location above assembly space
2. Wood structure above has water damage possibly from sweating ductwork or pipe leaks. Field investigation indicated that leak near roof drains is likely.

### Office Areas:

1. Units serve multiple individual zones which will result in temperature differences and discomfort from zone to zone.

# CITY HALL - SYSTEMS CONDITIONS

## **Sally Port:**

1. Makeup air source for general exhaust fan was not observed.
2. General exhaust fan serves the Sally Port and the evidence locker. During site observation, the Sally Port exhaust fan had been turned off so there was no exhaust in the evidence room. 24/7 exhaust is recommended for the evidence room.

## **Basement:**

1. Per existing drawings, the locker rooms are not exhausted as required by code.
2. The fitness room is not conditioned or ventilated.
3. Evidence room exhaust concerns noted above.
4. Makeup air source for exhaust systems was not observed. If a makeup air path does not exist from the first floor, then the basement could be pulling makeup air in from the Sally Port.

## **Miscellaneous:**

1. Site observation did not include any air flow testing. With the age of the building and the equipment replacements that have occurred over the years, it is expected that the system air balance is no longer within the original design parameters for the supply air and outside air requirements.
2. Dirt was observed on many of the air devices and ceiling tiles throughout the building.
3. Rooftop units did not appear to be provided with the following accessories/control features that would typically be recommended:
  - a. Supply fans were cycling with loads – ventilation air is not being provided to the space unless the space has a call for cooling or heating.
  - b. Economizer dampers for free cooling during cooler weather.
  - c. Hot gas reheat for dehumidification sequence.
  - d. Demand control ventilation sequence to reduce outside air when community room or council chambers are not fully occupied.
  - e. Minimum MERV 13 filtration.
  - f. Duct detector test stations are difficult to access and are rarely tested because of the access issues.
4. Building does not have a sprinkler system installed.

# CITY HALL - SYSTEMS RECOMMENDATIONS

The below sections discuss the potential design solutions for the mechanical and electrical systems.

## Electrical

The existing electrical system is properly sized to handle the current days demand loads. Any modifications to update or remodel the existing facility could be accommodated with the existing service with only modifications to the branch panels being required.

A. A recommendation would be to replace the 3-position disconnect switch with pin and sleeve connection with a permanently installed generator and transfer switch so that critical utilities like internet and phone services at the police station are not disrupted. As a lesser option, replace the 3-position switch with pin and sleeve connection with a permanently installed mobile generator connection cabinet with phase rotation monitoring and also allows for easier connection to a mobile generator.

## Mechanical

### A. Entry Lobby/Corridors

1. Replace or repair existing restroom exhaust fans.

### B. Community Room:

1. N/A

### C. Council Chamber:

1. Replace existing rooftop unit.

A. Trane YSD300 or equal

B. Provide with minimum 4 compressors stages, variable speed supply fans, comparative enthalpy economizer, barometric relief, MERV 13 filters, hail guards, hot gas reheat, convenience outlet, demand control ventilation, and duct-mounted smoke detectors.

I. Required space NC levels need to be defined by owner and AV consultants. Items below can be further explored for sound reduction.

II. Replacing RTU as noted above will decrease sound levels in space. Variable speed fans will run constantly and modulate with the load, so large swings in sound will not be as evident as the existing unit that kicks on and off.

C. Vibration isolation roof curb can be provided for new RTU to reduce noise transmission and vibration through the structure. The curb can be filled with sound attenuating panels to reduce sound transmission through the bottom of the curb.

D. Internal duct insulation or duct silencers can be added to reduce noise transmission through ductwork.

### D. Office Areas:

1. There are several options for addressing discomfort in office areas:
2. Relocate thermostats to most critical zones. Unit will be controlled by the requirements of the most critical zones. Zones without thermostats could experience discomfort since unit is only controlled based on the needs of the zone with the thermostat.
3. Relocate thermostat to most critical zone and provide variable air volume diffusers with local thermostats. Unit will still be controlled based on the needs of the unit, but other critical zones will have the ability to modulate airflow to the space to help reduce large temperature swings. Five total VAV diffusers.
4. Provide additional split systems for critical zones, or replace split systems with a variable refrigerant flow (VRF) system with an adequate number of indoor units to provide level of desired control.

### E. Sally Port:

1. Provide new wall-mounted louver with motorized damper for make up air. Minimum free area = 2 SF.
2. Dedicate existing exhaust fan to Sally Port – disconnect from evidence locker.

### F. Basement:

1. Provide new, wall-mounted, general exhaust fan for locker rooms, fitness room, and evidence locker. Fan shall be Loren Cook ACED – minimum 600 CFM and 0.8" ESP. Make up air shall be by new transfer duct between 1st floor and basement.
2. Provide new, 1-ton ductless mini-split for fitness. If VRF option is chosen for office areas, then ductless unit may be served from VRF system. Provide new ceiling fan for air circulation.

# CITY HALL - SYSTEMS RECOMMENDATIONS

## G. Miscellaneous:

1. Perform load calculations for entire building to verify airflow required for each space.
2. Re-balance all air systems by a certified TAB agent. Required airflow shall be determined by engineer of record.
3. Clean all air devices.
4. Dirty air devices are typically caused by dirt within the space getting entrained into the air stream at the air device, but interior of ductwork should be inspected to verify that the ductwork is not excessively dirty.
5. Consider the following accessories and control features for future RTU replacements:
  - A. Supply fans on during occupied hours to provide constant ventilation.
  - B. Economizer dampers for free cooling during cooler weather.
  - C. Hot gas reheat for dehumidification sequence.
  - D. Demand control ventilation sequence to reduce outside air when community room or council chambers are not fully occupied.
  - E. Minimum MERV 13 filtration.

## Opinions of Probable Costs

### Electrical

Bullet Label in Report	Area	Description	Opinion of Probable Costs
A	Electrical - Emergency	Replace manual disconnect with a mobile generator connection cabinet	\$40,000

### Mechanical

Bullet Label in Report	Area	Description	Opinion of Probable Costs
A	Entry Lobby/ Corridors	Repair/replace exhaust fans	\$2,000
1	Council Chamber	Replace rooftop HVAC unit	\$125,000
1(d)	Council Chamber	Duct insulation or duct silencers	\$20,000
D(2)	Police - Office	Relocate thermostats	\$1,000
D(3)	Police - Office	Variable air volume diffusers for zone control	\$5,000
D(4)	Police - Office	Adding three (3) split systems for better control	\$45,000
D(4)	Police - Office	New VRF system including basement	\$100,000
E(1)	Sally Port	Makeup air louver and damper	\$3,000
E(2)	Sally Port	Correct exhaust system	\$1,000
F(1)	Basement	Dedicated exhaust in fitness room/locker and evidence	\$3,000
F(2)	Basement	One (1) mini-split system	\$4,000

# PUBLIC WORKS - FACILITIES CONDITION

## Introduction

The existing 1.5 story building consists of approximately 4500 square feet of public works storage and industrial use space for the City of Westwood, Kansas. A one-story addition to the east houses restrooms and a break room.

## Exterior Envelope Observations

The exterior envelope is a prefabricated metal panel system on prefabricated metal building structure. The existing foundation is concrete with concrete slab. Base conditions are described below, expanded scope conditions are noted on floor plan attached.

**Prefabricated Metal Panels** – Multiple metal panels are damaged on the inside and therefore have questionable insulation values. There is some damage to exterior panels above high-bay garage door.

*Base Recommendations:* All damaged panels should be repaired at a minimum. If this is not possible, they should be replaced to match.

**Metal Building Structure** – The existing metal building structure appears to be in good overall shape. Surface rust was noticed on several members. The one-story addition to the east was framed with wood joists and is supported by lag screws to wood members spaced between metal building girts. Several screws missed members and spacing is very uneven with significant cuts and notches out of wood members.

*Base Recommendations:* Metal building structure should be scraped and repainted, with all surface rust removed. The structure for the addition is highly questionable at best and does not meet code. It should be evaluated by a structural engineer and repaired or replaced to meet code.

**Glazing** – The windows were installed later from when the building was constructed. They are not airtight but do bring light into the space. Staining from water infiltration was noticed.

*Base Recommendations:* If a thermal envelope is required, these windows should be replaced and flashed properly to prevent air and water infiltration.

**Metal Roofing** – Sloped metal roofing was not accessible at time of visit. No significant leaks have been noticed by facilities crew.

*Base Recommendations:* Any damaged panels should be replaced along with the metal wall panels as they are of the same system.

**Foundations/Slabs** – Existing foundations and slabs are made of concrete and foundation walls have several significant cracks, including at column base plates. Existing floor slabs have minor cracking.

*Base Recommendations:* Foundation cracks should be investigated by a structural engineer to ensure that building remains stable.

## Interior Observations

Many of the existing interior finishes appear to have been replaced incrementally throughout the life of the building. As this is an industrial building, finishes are utilitarian in nature where they do occur.

**Flooring** – Carpet in the conference/office room is approaching end of life. VCT in addition is well worn. Upper-level storage room is painted plywood and show signs of wear and tear. All other flooring is exposed concrete and without any significant cracking.

*Base Recommendations:* If aesthetics is of concern, all flooring in project should be replaced/repainted. Existing slabs can be cleaned and re-sealed.

**Walls and Trim** – Most walls are exposed in the garage. All gypsum board walls are in adequate shape considering their age. Several walls have not been painted.

*Base Recommendations:* All walls should be cleaned and repainted. Repair damage as necessary. Restroom and break room finishes are dated and should be replaced. All damage to finishes due to leaks should be repaired/replaced.

**Ceilings** – Most rooms have exposed ceilings. Lay-in ceilings are in overall average condition. Where leaks have occurred overhead, some tiles are stained and tiles near HVAC registers are dirty.

*Base Recommendations:* At a minimum all damaged and dirty tiles should be replaced. If a suitable match is not possible all ceiling tiles should be replaced to provide uniformity. All gypsum board ceilings should be repainted.

## Outdoor Yard

A significant amount of Public Works activity occurs in the outdoor yard. This currently has a salt storage shed, a large concrete yard, 4 material storage bins and a Conex unit for storage of snow/yard equipment.

**Salt Shed** – The concrete foundation walls have some damage at their base, likely from being hit by vehicles and salt damage over time. The sliding access door is very cumbersome to work and needs repair. Roof joists get in the way of forklift when loading salt.

# FACILITY ANALYSIS - PUBLIC WORKS

*Base Recommendations:* Rebuild salt shed with more capacity and higher roof to allow for better use. Providing taller concrete walls will add durability.

**Yard** – The concrete slab for the yard is in acceptable condition given its age. It does not have any exterior drains or filters for debris collection when washing off trucks. Four site material storage bins are located on the east side and are currently storing additional building materials and water tanks. Turning larger trucks around in yard can be a challenge as space is tight.

*Base Recommendations:* look to expand yard to south to allow for more truck turning space and more storage space. Add more material storage bins.

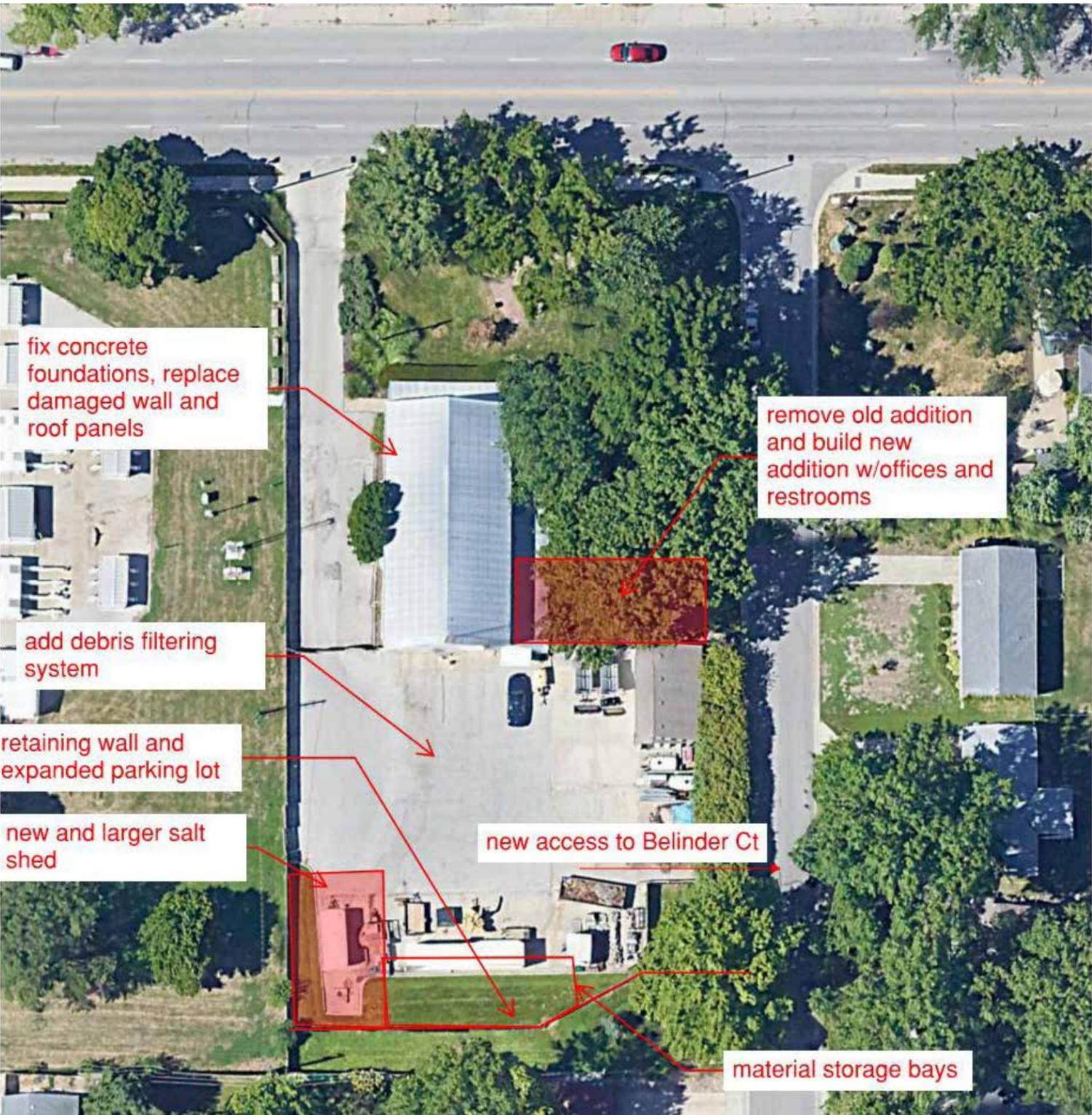
*Expanded Recommendations:* Add a debris filtering system so that trucks can be washed off outside.

## **ADA Deficiencies**

A high-level view of ADA regulations indicates that there are several deficiencies which are noted below.

- a. There is no ADA access to the upper-level storage room.
- b. There is no ADA access from the front of house office space to the restroom. Someone would have to go outside and around the building to access.

# FACILITY ANALYSIS - PUBLIC WORKS EXPANDED REC'S



Ground Floor / Site Plan

# PUBLIC WORKS - SYSTEMS CONDITIONS

## Summary of Existing Electrical Systems

The existing electrical service is made up of one 200A, 120/240V., single phase service from the utility with one (1) utility meter. The utility transformer is pole mounted on the building's southwest side with the service feeders routed overhead to a utility pole on the west side before routing underground to the building. The service feeders enter the building at the northwest corner of the facility. The peak electrical demand since February 2016 was recorded at 14.25 kilo-watts (60 amperes), or about 38% of the capacity of the existing electrical service.

The main panel serves lighting, miscellaneous loads and contains (2) two, 2-pole sub-feed breakers for Subpanel 1 and Subpanel 2. This panel is a 30-pole panel board meaning that there are 30 breaker pole positions available. There are currently (4) spaces that are not being used and there is 1 tandem breaker being used.

Subpanel 1 is located across from the main panel and looks to serve most of the front office space. This panel is a 12-pole panel board meaning that there are only 12 breaker pole positions available. All pole positions are currently being utilized.

Subpanel 2 is located in the garage area and looks to serve the break area and miscellaneous loads in the garage area. This panel is a 12-pole panel board meaning that there are only 12 breaker pole positions available. Because of the lack of breaker pole space tandem breakers are being utilized however, there is not a code issue with using tandem breakers.

## Summary of Existing Mechanical Systems

The front office areas are served by a residential gas-furnace with a DX cooling coil. The furnace is located on the mezzanine and ducts down to serve the office and conference room. The furnace includes an outdoor air duct connection to meet ventilation requirements. Refer to the existing HVAC information table at the bottom of this section. Plumbing systems were not observed in the front office areas.

The back office areas are served by a residential gas-furnace with a DX cooling coil. The furnace is located in the attic space above the offices. Ductwork is routed in the attic to serve the office, storage room, and utility rooms. The furnace does not include an outdoor air duct connection to meet ventilation requirements. Refer to the existing HVAC information table at the bottom of this section for additional furnace information. The restroom includes a ceiling-mounted exhaust fan that discharges into the attic. The water service enters the building in the utility room adjacent to the

shower. The service includes a water softening system. Plumbing fixtures in the back office areas include washer/dryer, break room sink, shower, toilet and lavatory. Hot water service is provided from the instantaneous, gas-fired water heater located in the garage.

The garage is heated by two (2), gas-fired infrared tube heaters. The space is not cooled/dehumidified and there is no exhaust/ventilation. Two (2) residential-style recirculation fans are hung from the ceiling to circulate air within the space. ~10'-0" trench drains are installed near each overhead door with in-line separators. An eye wash station and general use hose bibbs were observed in the space. A wall-mounted, gas-fired, instantaneous water is installed to serve the vehicle washing system and all other plumbing fixtures in the building.

The gas service for the building is located on the northeast corner of the building. The existing system gas capacities and any added equipment capacities will need to be assessed as design progresses to verify service size and pressure requirements.

Area Served	Make/Model #	Cooling Capacity (Tons)	Heating Capacity (MBH)	Equipment Age (years)
Font Office	Rheem 13AJA18	1.5	60*	16
Back Office	York AC018X1231a	1.5	60*	16
Garage	Re-Verber-Ray	N/A	200*	16*

\*Equipment name plate was not observed. Information is estimated

# PUBLIC WORKS - SYSTEMS CONDITIONS

## Building Assessments and Observed Deficiencies

While performing the site assessment, Olsson observed the following potential code issues with the current state of the mechanical and electrical systems. Olsson also recommends the following updates if the Owner decides to renovate the Property.

## Electrical - Observed Deficiencies

### Garage:

1. All receptacles within the garage area shall be protected with ground-fault circuit-interrupter protection (GFCI). GFI type receptacles were not observed in the garage area and GFI style breakers were not observed in the panel boards.
2. There are tandem style breakers installed in Subpanel 2. While this is not a code issue, this style of breaker cannot take as much heat as a standard breaker which could cause some false trips.

## Mechanical - Observed Deficiencies

### Front Office Areas:

1. With proper maintenance, packaged HVAC equipment can be expected to have a useful life of ~15 years. The existing equipment is 16 years old and should be considered for replacement as part of any future work.
2. Existing furnace includes an outside air connection to meet ventilation requirements. Damper appeared to be closed during site visit, and occasional combustion smells were reported in the office during occupant interviews.

### Back Office Areas:

1. With proper maintenance, packaged HVAC equipment can be expected to have a useful life of ~15 years. The existing equipment is 16 years old and should be considered for replacement as part of any future work.
2. Existing furnace does not include an outside air connection to meet ventilation requirements.

3. Restroom exhaust duct should terminate at an exterior wall or roof instead of within the attic space.
4. Dryer flapper valve was missing – the dryer ductwork is open for animal or insect intrusion.

### Garage:

1. The existing water heater was noted to be insufficient during occupant interviews. Heater cannot keep up with demand when vehicle washing is active. With a single heater serving the vehicle wash and all other fixtures, the users cannot provide hotter water (140°F) for vehicle washing without risking scalding at the other plumbing fixtures.
2. The existing trough drains are too short to adequately drain the room during snow melt and vehicle washing. Pooling water was reported during occupant interviews. The interceptors did not appear to be large enough to meet current code capacity requirements (250 gallons for entire garage).
3. Eye wash station appears to be connected to domestic cold water. Per ANSI Z358.1, eye wash stains should be connected to a tempered water source (60°F-100°F).
4. IMC chapter 4 requires 0.75 CFM/SF of exhaust for repair garages. The garage currently has no provision for exhaust or ventilation air.
5. Residential-style ceiling fans are inadequate for proper air movement in space.

### Miscellaneous:

1. Gas service was reported to be inadequate during occupant interviews. With all gas-fired equipment operating, equipment was noted to trip off.
2. Back drive area is utilized for vehicle spray down. Issues with introducing debris into storm drainage system was reported during occupant interviews.

# PUBLIC WORKS - SYSTEMS RECOMMENDATIONS

## Potential Design Solutions

The below sections discuss the potential design solutions for the mechanical and electrical systems for an assembly occupancy type.

### Electrical

#### A. Facility:

- a. Replace Subpanel 2 with a larger panel with more breaker space to eliminate the tandem breakers and provide space for future connections.

### Mechanical

#### A. Front Office Areas:

- a. Replace existing furnace/split system in kind.
- b. Re-balance system – including outside airflow to meet code minimum requirements. Operate system to maintain constant positive pressurization relative to garage.

#### B. Back Office Areas:

- a. Replace existing furnace/split system in kind.
- b. Provide outside air connection to furnace via new roof cap.
- c. Re-balance system – including outside airflow to meet code minimum requirements. Operate system to maintain constant positive pressurization relative to garage.
- d. Route restroom exhaust duct to new roof cap.
- e. Replace dryer flapper valve.

#### C. Garage:

- a. Provide new gas-fired, instantaneous water heater for vehicle washing @ 140°F. AO Smith CT-199 or equal. Re-pipe domestic hot water system to feed vehicle washing from instantaneous heater.
- b. Provide new gas-fired, tank water heater for all other plumbing fixtures. AO Smith BT-60 or equal. Re-pipe domestic hot water system to feed plumbing fixtures separate from vehicle

washing.

- c. Provide (2) new trench drain systems full length of garage. Zurn Z886 or equal. Trench drains shall be routed to new sand/oil interceptor with minimum capacity of 250 gallons.
- d. Provide new tempered water mixing valve for eye wash station. Connect to domestic cold water and tank water heater hot water piping.
- e. Provide new, wall-mounted, general exhaust fan. Fan shall be Loren Cook ACED – minimum 2,500 CFM and 0.5” ESP. Make up air shall be via new wall-mounted louver with motorized damper – minimum free area = 5 SF.
- f. Provide source capture vehicle exhaust system with direct drive fan, spring operated hose reel, minimum 40’ hose length, and CO/NO2 gas detection system with alarms and relay for general exhaust fan operation.
- g. Provide 16’ HVLS fan with wall-mounted controller. Greenheck DS-3-16 or equal.

#### D. Miscellaneous:

- a. Gas service requirements will be further investigated as design progresses.
- b. Provide bag strainer in existing catch basin to prevent debris from entering storm system.

# Revenue Analysis

# Details

# SCENARIO: A - REVENUE DETAIL

Revenue Assumptions:	Potential Use	Potential Land Sale Benefit	Potential Property Tax Benefit	Westwood Share of Taxes (21.197 mills)	Potential Economic Benefit (Sales Taxes)	Addition of 1% Sales Tax Increase
Sale of 2.4 Acres @ SW corner Rainbow/47th St	Mixed Use Development: ~180 Residential Units ~10k SF of Retail	\$3,659,040	\$771,921	\$136,562	\$155,205	\$60,000
Sale of ~3 Acres to BTR Townhomes (Joe D Dennis Park)	~30 Residential Townhome Units	\$3,920,400	\$175,682	\$31,080	\$14,850	
		\$7,579,440	\$947,603	\$167,642	\$170,055	\$60,000
					\$397,697	
					\$397,697	

# SCENARIO: B - REVENUE DETAIL

Revenue Assumptions:	Potential Use	Potential Land Sale Benefit	Potential Property Tax Benefit	Westwood Share of Taxes (21.197 mills)	Potential Economic Benefit (Sales Taxes)	Addition of 1% Sales Tax Increase
Sale of 2.4 Acres @ SW corner Rainbow/47th St	Mixed Use Development: ~180 Residential Units					
	~10k SF of Retail	\$3,659,040	\$771,921	\$136,562	\$155,205	\$60,000
Sale of 3 Acres (Joe D Dennis Park)	Mixed Use Development: ~200 Residential Units					
	~10k SF of Retail	\$3,920,400	\$847,705	\$149,969	\$162,450	\$60,000
		\$7,579,440	\$1,619,626	\$286,530	\$317,655	\$120,000
					\$724,185	
					\$724,185	

# SCENARIO: C - REVENUE DETAIL

Revenue Assumptions:	Potential Use	Potential Land Sale Benefit	Potential Property Tax Benefit	Westwood Share of Taxes (21.197 mills)	Potential Economic Benefit (Sales Taxes)	Addition of 1% Sales Tax Increase
Sale of 2.4 Acres @ SW corner Rainbow/47th St	Mixed Use Development: ~180 Residential Units ~12k SF of Office/City Hall ~10k SF of Retail	\$3,659,040	\$771,921	\$136,562	\$155,205	\$60,000
Sale of 3 Acres (Joe D Dennis Park)	Mixed Use Development: ~200 Residential Units ~10k SF of Retail	\$3,920,400	\$847,705	\$149,969	\$162,450	\$60,000
		\$7,579,440	\$1,619,626	\$286,530	\$317,655	\$120,000
					\$724,185	
					\$724,185	

# SCENARIO: D - REVENUE DETAIL

Revenue Assumptions:	Potential Use	Potential Land Sale Benefit	Potential Property Tax Benefit	Westwood Share of Taxes (21.197 mills)	Potential Economic Benefit (Sales Taxes)	Addition of 1% Sales Tax Increase
Sale of 1.2 Acres south of the existing City Hall	Market Rate or Sr. Living: ~100 Residential Units	\$1,829,520	\$468,784	\$82,933	\$126,225	
	Mixed Use Development: ~200 Residential Units ~10k SF of Retail	\$3,920,400	\$847,705	\$149,969	\$162,450	\$60,000
Sale of 3 Acres (Joe D Dennis Park)		\$5,749,920	\$1,316,489	\$232,902	\$288,675	\$60,000
					\$581,577	
					\$581,577	

# Meeting Notes

# MEETING NOTES

## Friday June 3 Agenda

### **Parks & Community Space - 10am to Noon** (Holly, Abby, David K, John, Leslie)

- Meet at City Hall (Community Room)
  - Worksheets - Discuss Existing Needs, Challenges, Future Aspirations – 45 Minutes
  - Discuss any merits & elements of previous planning sketches / proposals – 15 Minutes
  - Site Walk – Dennis Park, Westwood View – 60 Minutes

### **Police Department – 1pm to 3pm** (Curt, John, Leslie, Staff as required)

- Meet at City Hall (Community Room)
  - Building Tour Walk – Review Spaces and Discuss Programming Functionality – 20 Minutes
  - Worksheets - Discuss Existing Needs, Challenges, Future Aspirations – 40 Minutes
  - Detailed Building Evaluation Walk (Consultant Team & John / Curt as required) – 60 Minutes

### **City Hall Municipal Services – 3pm to 4pm** (Leslie, Lisa, others...)

- Meet at City Hall (Community Room)
  - Building Tour Walk – Review Spaces and Discuss Programming Functionality – 20 Minutes
  - Worksheets - Discuss Existing Needs, Challenges, Future Aspirations – 40 Minutes
  - Detailed Building Evaluation Walk – 60 Minutes (Consultant Team & John / Leslie as required for Access) – 60 Minutes – Can continue on June 8<sup>th</sup> if as necessary

## Wednesday June 8 Agenda

### **Public Works – 9am to 11am** (John, Leslie, Staff as required)

- Meet at Public Works Building
  - Building Tour Walk – Review Spaces and Discuss Programming Functionality – 20 Minutes
  - Worksheets - Discuss Existing Needs, Challenges, Future Aspirations – 40 Minutes
  - Detailed Building Evaluation Walk – 60 Minutes (Consultant Team & John / Leslie as required for Access) – 60 Minutes

### **Additional Systems Review – 11am to 3pm** (Olsson Engineering & John/Leslie for Access)

Facility & Parks Questionnaire

### **Design Principles:**

1. **Design for all Ages**
2. **3<sup>rd</sup> Space – Beauty and Nature, Art**
3. **Public Space – not commercialized - Coffee Crew**

### **Funding of Parks / Equipment / Community:**

Application for Federal Park Funding (HUD)  
Tennis Federations US for new tennis court.

### **Needs / Amenities:**

Restrooms, Acoustics (Road), Pavilion – Indoor / Outdoor Building – Flexible Space,  
Events: Farmers Markets, Art Fair, Music in the Park, Movies in the Park, Rent for Park Parties,

### **Constraints for hosting events:**

Staffing!

Maintaining It

If it is a destination requires more work to maintain

Example: Fairway – built up parks systems – needs to be a goal

### **Previous Proposals, Sketches:**

Reimagine 47<sup>th</sup> Place, Complete Streets Plan, grant application MARC study, 2022, bike ped improvements.

Reinventing City Hall Community Space: what if community room opened to the south.

Properties are Islands currently – how can we create better connectivity between these properties.

### **New Westwood View?**

Play equipment opens at 6

May need to replicate equipment

They will have turf field that can be used.

### **Park Features:**

Slip and Slide, Sledding, unique play features, take advantage of the grade

What can make this a destination park? Should we strive to have a destination park?

Need Basic playground equipment that appeals to different age groups

Fields for organized sports?

Currently have reservation system – two fields (soccer only)

New Westwood View will have Astro field.

Open Field Is Needed but not formal stripping, etc

Dog Park: Maybe – probably needs to be small -

Tennis / Pickleball – likely a high need.

# MEETING NOTES

Roller Skating Path – Running Path:

Ice Skating: Maybe – probably not.

Water Features: Fountain Needed – Inviting people in or no. Answer No: Want it for civic, pretty acoustics – gurgle.

Gardens:

Shade sail over playground equipment to keep slide cool, make more useable during hot months

How can City Hall spill out into Civic Plaza (Food Trucks, Farmers Market (block off parking stalls become farmer market stalls)

## **Current Cons of Park:**

It is loud along Rainbow. – Preference is to have development along Rainbow

Safety – Better off Rainbow

## **Dual Use for Council Chamber / Community Room?**

### **Next Steps:**

RFP – this is what city, community wants, this is how we are going to make revenue, now we need staffing study to make sure we can pay for it.

Would we go with outside firm to program maintain?

## **Community Room:**

Events: Westwood women’s club, Birthdays, warm lunch

Monetize – Reference Fairway Community space – Parks and Recreation manages it.

If Build New: Can it be self-sufficient – can it support a paid staff for running it.

Need: More comfortable seating (Living Room Feel)

Improve Mechanical Noise – Too Loud

AV: Needs Update – Hybrid Meetings – More meeting friendly room. Public Forums, accommodates bigger group of buildings.

Planning Commission: Not happening

Kitchen Nicer –

Reference: Fairway – Rentable

2020 Fee Revenue: +/- \$3,500 to \$5,000

Do we need this space?

Multipurpose: Yes! Could combine Chambers with Community Event Space: Yes! Combining = cost savings = sf, AV, Less etc – Need to create a PVD of this.

Pro for having community room: Creates a great back up plan for programming (example 6<sup>th</sup> grade graduation in case of rain)

Patio & Outdoor Component

Grill component

## **Art Gallery:**

1. Still very important

2. Welcoming for government building

## **Security:**

Admin / Reception cannot see parking lot – front door – etc – customer service

Restrooms at Parks – better if connected to building.

# MEETING NOTES

## Meeting Notes Steering Committee #2

<b>Project</b>	Westwood City Facilities Assessment & Feasibility Analysis	<b>Notes By</b>	Nick Christopher
<b>Project No</b>	0222-9104	<b>Location</b>	Westwood City Hall
<b>Meeting Date</b>	June 23, 2022	<b>Attachments</b>	N/A
<b>Distribution</b>	Attendees + Sam Loring Tim Danner Andy Crimmins Sean O'Brien	<b>Attendees</b>	Dennis Strait Nick Christopher Kelly Crismon David Waters Leslie Herring John Sullivan Curt Mansell Holly Wimer David Kelman Lisa Fielden

### 1. Summary of Initial Discovery Findings

#### a. City Hall

- No fire protection system except in holding cell area, no fire alarm system either
- Acoustics – the acoustics need to be designed to allow for hybrid meetings. This will likely require mechanical acoustic mitigation (variable unit, isolators, dampening, distribution – duct dampening as well as enhancements to the acoustic properties of the rooms finishes including additional sound absorption
- Frequent feedback from the community is that the finishes need to be refreshed (paint and wear marks) and the bathrooms need to be addressed and updated, along with the kitchen in the community space
- Reference Project: Grandview has rotunda which allows all city services to be easily identified and accessed. Lee’s Summit as all city services with flag signs allowing each service to be easily identified
- Costs will be categorized into ‘Keep it Operating’ and ‘Improve and Enhance” which will allow the steering committee to best evaluate trade-offs and investment for the future
- Would like to have a back-up generator

#### b. Public Works

- Exhaust the garage centrally would be bring it up to code and providing snorkel exhaust would bring it up to standards
- c. Park
- While the Park is likely not a ‘Regional Attraction’ it should be ‘Great Park’ and a destination for the immediate neighborhoods and have features that make it unique and vibrant
  - Park planning should be cognizant to not over build parking. Park space is more valuable than parking
  - Additional unique features like adventure playground, amphitheater, and loop trail should be studied / integrated.

### 2. Initial Considerations for Development Scenarios

#### a. Co-locating Police with Public Works

- The site capacity is constrained and limited by the park along 47<sup>th</sup> street which well used and mature trees along Belinder that provide a buffer to the residences on the other side of the street.
- If the site was completely cleared and redesigned it may be enough space to co-locate police with public works but would require a more detailed study
- The potential for shared spaces, resources, and programs are limited and don’t create a compelling reason for co-location necessarily and include meeting space, lockers, break room, access drives.

#### b. Co-locating Police with new mixed-use development (adjacent or integrated)

- Will need to consider the commercial viability of the other uses when integrating police into mixed-use development
- With intentional planning and design of the back of house and discreet components of the police and operations it is plausible that it could be successfully integrated at the same site as other uses in the mixed-use development. (subgrade parking / access, elevator, police car parking)

#### c. Staff considerations for Co-locating services

- Due to the limited staff, it is beneficial to have municipal and city administration function co-located. Currently scheduling lunches can be challenging when staff are out. (3) staff at times to balance reception needs.

#### d. Revenue Generation

- The revenue potential, both in terms of current real estate value and on-going tax generation, is an important consideration. Funds will be

# MEETING NOTES

Multistudio

needed for acquisition of the old Westwood View school and for expanded maintenance and programming associated with increased parks facilities. Density, mixed-use and commercial along Rainbow supports the community vision for where density is best suited and helps to generate revenue to offset costs for new facilities and park space, as well as on-going city infrastructure preservation.

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### 3. Community Engagement

- a. The engagement meeting will be combined into One Hybrid meeting and will be recorded for distribution. The meeting will be by Zoom as well as in-person at the City Hall Community Space and July 13 at 6 p.m.
- b. Community Engagement Agenda
  - Opening Remarks by Westwood – Mayor David Waters
  - Project Overview and Goals – Dennis Strait
  - Open Forum – Q/A
- c. In the presentation, the team will be sure to note the cosmetic issues that are front of mind for the public.
- d. Overview will include putting this in the context of the current Comprehensive Plan, stewardship of city facilities, and consideration of real estate holdings, including the potential of the city acquiring the old school site.
- e. Multistudio will create a few slides and exhibits to aid and help visualize the project understanding

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### 4. Next Steps

- a. Estimation Phase: Outline and price required work for existing buildings – 30 Year Positioning categorized into necessary for function and operation and enhanced.
  - b. Estimation Phase: Create, Price, Evaluate Development Scenarios
  - c. Community Engagement Meeting July 13 at 6 p.m. - Hybrid
  - d. Steering Committee Meeting #3 (8/8/22?)
-

# MEETING NOTES

## Meeting Notes

<b>Project</b>	Westwood, KS Facilities Assessment	<b>Notes By</b>	Sam Loring
<b>Project No</b>	0222-9104	<b>Location</b>	Westwood City Hall
<b>Meeting Date</b>	July 13 <sup>th</sup> , 2022 6pm	<b>Attachments</b>	Westwood-Engagement_Slides_22-0713.pdf
<b>Distribution</b>	Dennis Strait Nick Christopher Leslie Herring Andy Crimmins	<b>Attendees</b>	Dennis Strait Nick Christopher Sam Loring Andy Crimmins Leslie Herring David Waters Jeff Harris Jason Hannaman Holly Wimer David Kelman John Sullivan Various Residents

These notes are the Architect's record of this meeting. To revise these notes, send written comments to the Architect within one week of receipt.

### 1. Community Conversations

- A. Lots of interest in what would replace the current city hall if it were demolished.
- B. Community interest in the south Woodside development. They are currently outside of their development agreement and the developer will be coming to speak with city hall soon.
- C. Multistudio has been tasked with analyzing the city's current real estate resources and identifying potential opportunities with them.
- D. Westwood View School site
  - i. The city has first right of refusal on the old Westwood View School. Community members were interested if this would be purchased. It is currently zoned residential.
  - ii. Could this be renovated into a multi-use space for non-profits?
  - iii. Residents have long used the school's outdoor facilities.
- E. What is "Main Street" Westwood? Many community members liked the idea of this being Belinder, not Rainbow.
  - i. The city, in partnership with KU and other local stakeholders, is applying for a MARC grant to look at how Rainbow could be upgraded and redeveloped.

### F. Parks

- i. Is there a current covenant or deed restriction on Joe Dennis Park that would restrict it from being redeveloped?
- ii. Residents referenced Meadowbrook Park as a great example of what they would like, but on a smaller scale.
- iii. Like the idea of a walking garden with healthy variety.
- iv. Need to verify condition / existence if any of structures / drainage systems at the old church site. Confirm with John Sullivan.

### G. Housing

- i. Community members questioned why the city needed diversity of housing given it's small neighborhood size.
- ii. Housing diversity does not mean affordable housing per government definition.
- iii. Residents like the eclectic and small neighborhood feel of Westwood, it is an asset.
- iv. Lots of young families looking to move to Westwood while older residents looking to downsize. How to provide living opportunities for all of them?
- v. Residents agreed that current City Hall location would be a good spot for higher density multi-family
- vi. Residents like park spaces mixed with lower density development, such as smaller, walkable senior townhomes/villas.

### H. City Hall

- i. Community members stated that they felt the current multi-purpose room was underutilized with dated IT/AV equipment
- ii. Concerns about the safety of the council and court while in session due to direct proximity to building entrance.
- iii. Several residents like the idea of City Hall on the corner in its current location, with city functions on the edge of town it didn't disrupt residential activities. It also provides a nice entry landmark.
- iv. A mixed use building could provide continuous income to the city to subsidize other costs.

# Cost Analysis Details



# DETAILED COST ANALYSIS

## Additions

3. Police Sallyport, 530 gross square foot 526.84 /SF

Foundation	101 LF	200	20,255
SOG	530 SF	12	6,355
Extr Wall	807 SF	40	32,282
Roof Struct	530 SF	35	18,537
Roofing	530 SF	19	10,063
Cut-in New Door	1 EA	3000	3,000
O/H Door	2 EA	10000	20,000
MEP	530 SF	50	26,481
Expand Drive	1981 SF	12	23,770
		<b>Subtotal</b>	<b>160,743</b>
		74% with Markups	<b>279,223</b>

4. New Patio, 500 gross square foot 93.45 /SF

SOG	500 SF	12	6,000
Fence	58 LF	300	17,400
Electrical	1 LS	3500	3,500
		<b>Subtotal</b>	<b>26,900</b>
		74% with Markups	<b>46,727</b>

5. New City Hall Building 12,000 gross square foot, 24,000 SF parking lot 482.38 /SF

City Hall Building	12000 SF	350	4,200,000
	With Escalation to 2024	14%	4,788,000
Parking Lot/grading	24000 SF	14	336,000
Utilies	1 LS	175000	175,000
Landscaping	1 LS	65000	65,000
		<b>Subtotal</b>	<b>576,000</b>
		74% with Markups	<b>1,000,555</b>
		<i>Markups are not on building Unit\$</i>	

**TOTAL City Hall Building & Parking lot 5,788,555**

6. New City Hall/Police Building, 19,000 gross square foot, 34,000 SF parking lot \$ 499.27 /SF

City Hall/Police Building	19000 SF	375	7,125,000
	With Escalation to 2024	14%	8,122,500
Parking Lot/grading	34000 SF	15	510,000
Utilies	1 LS	200000	200,000
Landscaping	1 LS	75000	75,000
		<b>Subtotal</b>	<b>785,000</b>
		74% with Markups	<b>1,363,604</b>
		<i>Markups are not on building Unit\$</i>	

## POLICE

7. New Police Building 8,000 gross square foot, 16,000 SF parking lot 557.24 /SF

Police Building	8000 SF	405	3,240,000
	With Escalation to 2024	14%	3,693,600
Parking Lot/grading	16000 SF	15	240,000
Utilies	1 LS	150000	150,000
Landscaping	1 LS	50000	50,000
		<b>Subtotal</b>	<b>440,000</b>
		74% with Markups	<b>764,313</b>
		<i>Markups are not on building Unit\$</i>	

**TOTAL Police Building & Parking lot 4,457,913**

## PUBLIC WORKS

8. Existing Public Works, 4,000 gross square foot, 3,000 SF parking lot, 14,500 SF yard  
See items below

9. Renew / Refresh Existing Building (Repair "as is"): 90.55 /SF

Includes site repairs, exterior building repairs, interior finishes throughout, interior repairs

Site Repairs	17500 SF	2	35,000
Ext Bldg Repairs	1 LS	15000	15,000
Int Finshes	4000 SF	5	20,000
Int Repairs	4000 SF	4	16,000
MEP	1 LS	122500	122,500
		<b>Subtotal</b>	<b>208,500</b>
		74% with Markups	<b>362,180</b>

**TOTAL Refresh Bldg 362,180**

10. Additions 2,000 gross square foot 492.41 /SF

Demo Existing Addition	1400 SF	8	11,200
New Office/WH	2000 SF		
Fndn	197 LF	200	39,335
Sog	2000 SF	12	24,000
Walls Ext	3147 SF	30	94,405
Int Construct/Finish	2000 SF	95	190,000
Roof Strcut	2000 SF	20	40,000
Cut in new door	1 EA	500	500
Rfg	2000 SF	15	30,000
O/H Doors	1 EA	7500	7,500
MEP	2000 SF	55	110,000

# DETAILED COST ANALYSIS

## 11. Yard Expansion 3,500 gross square foot 143.12 /SF

New Salt Shed	1849 SF		
Roof/Struct	1849 SF	15	27,740
Retaining Wall	171 LF	840	143,498
Expanded Paving	2408 SF	12	28,893
Materials 4 Bay Divider walls	112 LF	500	55,956
Access to Belinder	1114 SF	20	22,279
Debris Filtering Sytem	1 LS	10000	10,000
		Subtotal	288,366
		74% with Markups	500,913
		<b>TOTAL Yard Expansion</b>	<b>500,913</b>

Markups include:

General Conditions/Bond	15%
GC Fee	6%
Design Contingency	25%
Escalation to 2024	14%
	<b>74%</b>

## 12. New Public Works Building, 6,000 gross square foot, 4,000 SF parking lot, 18,000 SF yard 434.39 /SF

Public Works Building	6000 SF	250	1,500,000
	With Escalation to 2024	14%	1,710,000
			0
Parking	4000 SF	10	40,000
Yard - paving	18000 SF	12	216,000
Utilities	1 LS	150000	150,000
Other Sitework	22000 SF	5	110,000
		Subtotal	516,000
		74% with Markups	896,331
		<b>TOTAL New Public Works and Site</b>	<b>2,606,331</b>

Markups are not on building Unit\$

### SCHOOL SITE

#### 13. Demolish and Remove Existing Building, Parking, Playgrounds

Leave site graded out and sodded 30,000 gross square foot school, 44,000 SF parking lot, 110,000 SF yard

Demo School Building	30000 SF	10	300,000
Hazardous Material Abatement	30000 SF	2.5	75,000
Demo Playground	1 LS	7500	7,500
Demo Parking lot	44000 SF	2	88,000
Yard -Graded & sodded	184000 SF	3	552,000
		Subtotal	1,022,500
		74% with Markups	1,776,159

# CITY HALL - MEP - OPINION OF PROBABLE COSTS

## Electrical

Bullet Label in Report	Area	Description	Opinion of Probable Costs
A	Electrical - Emergency	Replace manual disconnect with a mobile generator connection cabinet	\$40,000

## Mechanical

Bullet Label in Report	Area	Description	Opinion of Probable Costs
A	Entry Lobby/ Corridors	Repair/replace exhaust fans	\$2,000
1	Council Chamber	Replace rooftop HVAC unit	\$125,000
1(d)	Council Chamber	Duct insulation or duct silencers	\$20,000
D(2)	Police - Office	Relocate thermostats	\$1,000
D(3)	Police - Office	Variable air volume diffusers for zone control	\$5,000
D(4)	Police - Office	Adding three (3) split systems for better control	\$45,000
D(4)	Police - Office	New VRF system including basement	\$100,000
E(1)	Sally Port	Makeup air louver and damper	\$3,000
E(2)	Sally Port	Correct exhaust system	\$1,000
F(1)	Basement	Dedicated exhaust in fitness room/locker and evidence	\$3,000
F(2)	Basement	One (1) mini-split system	\$4,000

# PARK IMPROVEMENT - OPINION OF PROBABLE COSTS

'Grand' Community Pavilion: \$ 375K

- Description: Large open-air pavilion (could have ability to be closed off during inclement weather) that can be used during farmers market and community events. Needs sink and area for hosting food and drinks and should be adjacent to restrooms. Could feature place for grilling and fire pit. Approximate Footprint +/- 35' x 80'. Bottle Filler and Drinking Fountain.

Picnic Shelter (Cost Per Unit): \$ 275K

- Possible Features: Open-air pavilion, Seating for +/- 40, Footprint of approximately +/- 25' x 50', water fountain/bottle filler, charcoal grill, picnic tables, landscape seat walls, power and water hook-up to help host other events in park (Slip and Slide Fest, Oktoberfest, etc)

Hardscape Plaza Area: \$50K

- Space to host events, food trucks, adjacent to Community Pavilion and Restrooms

Restrooms: \$250K

Civic Water Feature: \$ 100K

- Likely not inviting water play for kids, but rather for respite and acoustics

Band Stand / Stage: \$400K

Fencing: \$20K

Destination / Adventure Playground: \$500K-\$850K

- Approximate Footprint 80' x 160', areas appropriate for multiple age groups

Sledding Hill: \$20K

- Designed to work with grade fall from Old Westwood View school site.

Paved Trails / Walking Path: \$50/l.f.

Outdoor Fitness Equipment: \$10K

Tennis / Pickle Ball Court (Cost Per Unit): \$400K

- Lighted

Parking (On-Street or Off-Street TBD): \$1900/space in lot, \$1400/space if parallel added to street

Open Grass Area / Informal Play Field: \$5K/ac. after mass grading

Ornamental Garden Area: \$45K

- Not for edible plants, could be adjacent to water feature

Small Dog Park: \$75K

- Lower priority

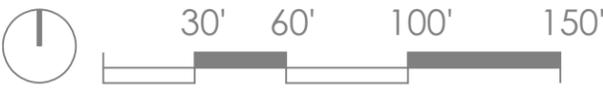
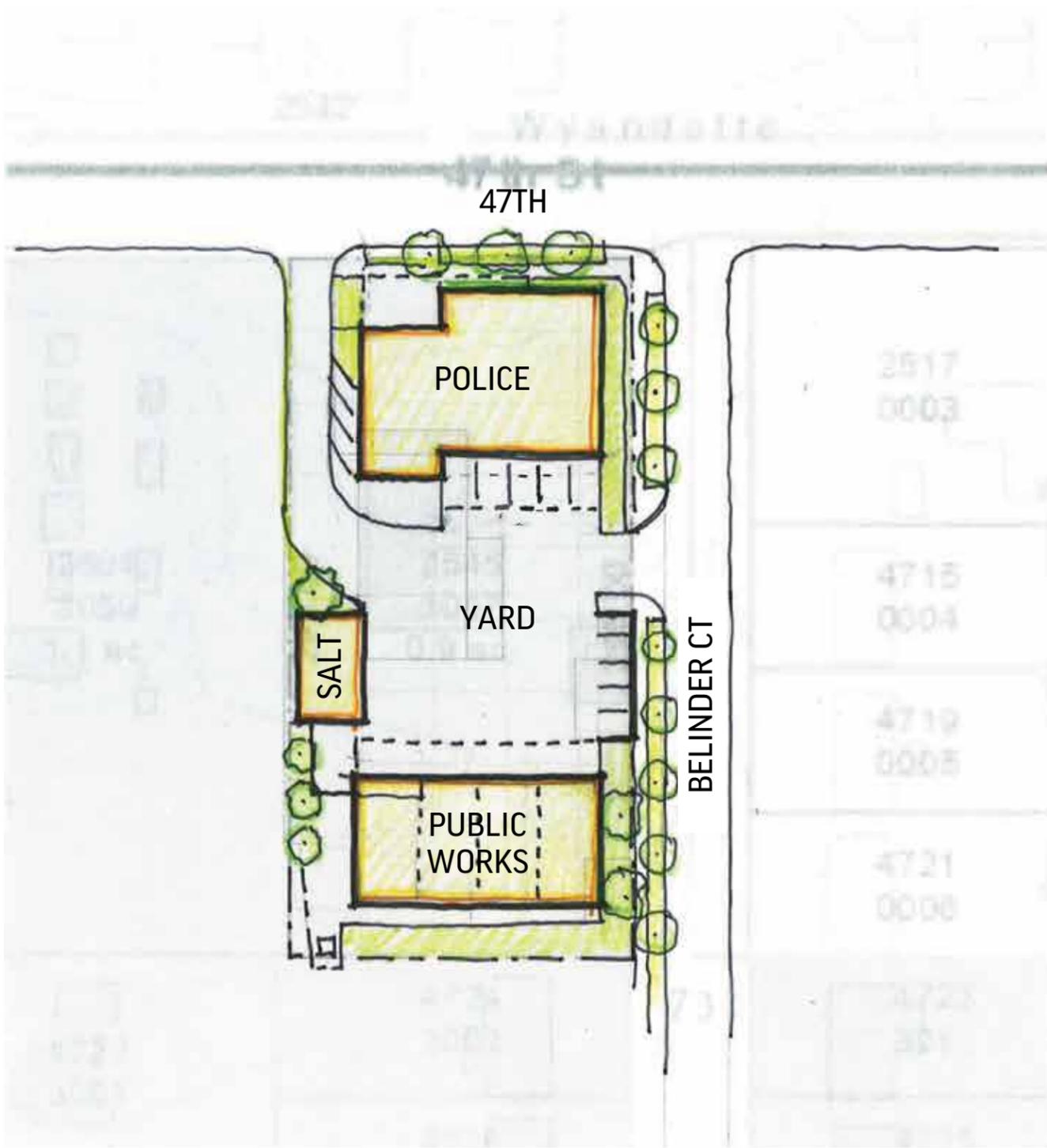
Landscape/Trees: \$35K

Irrigation: \$0-\$50K depending on area irrigated

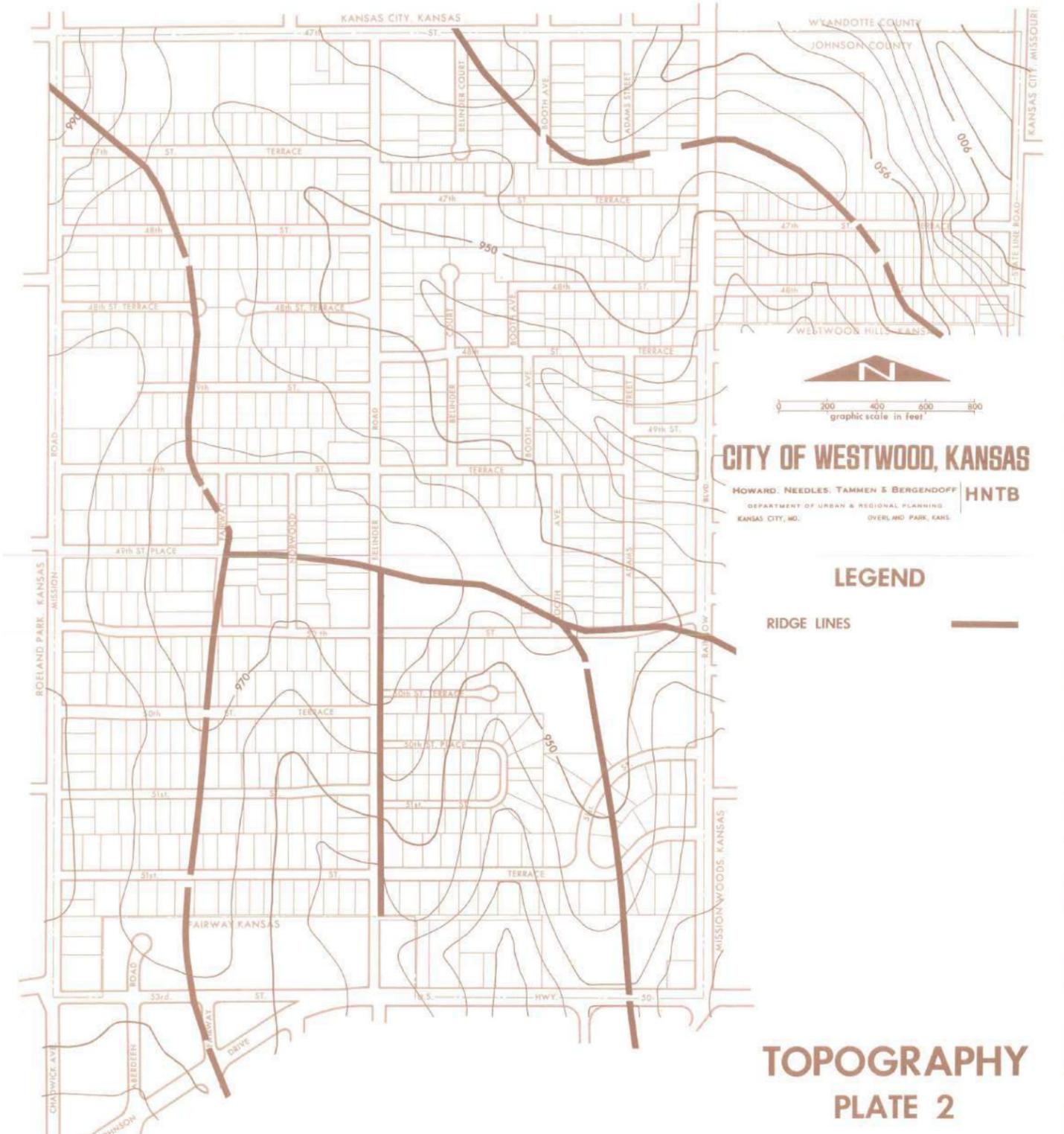
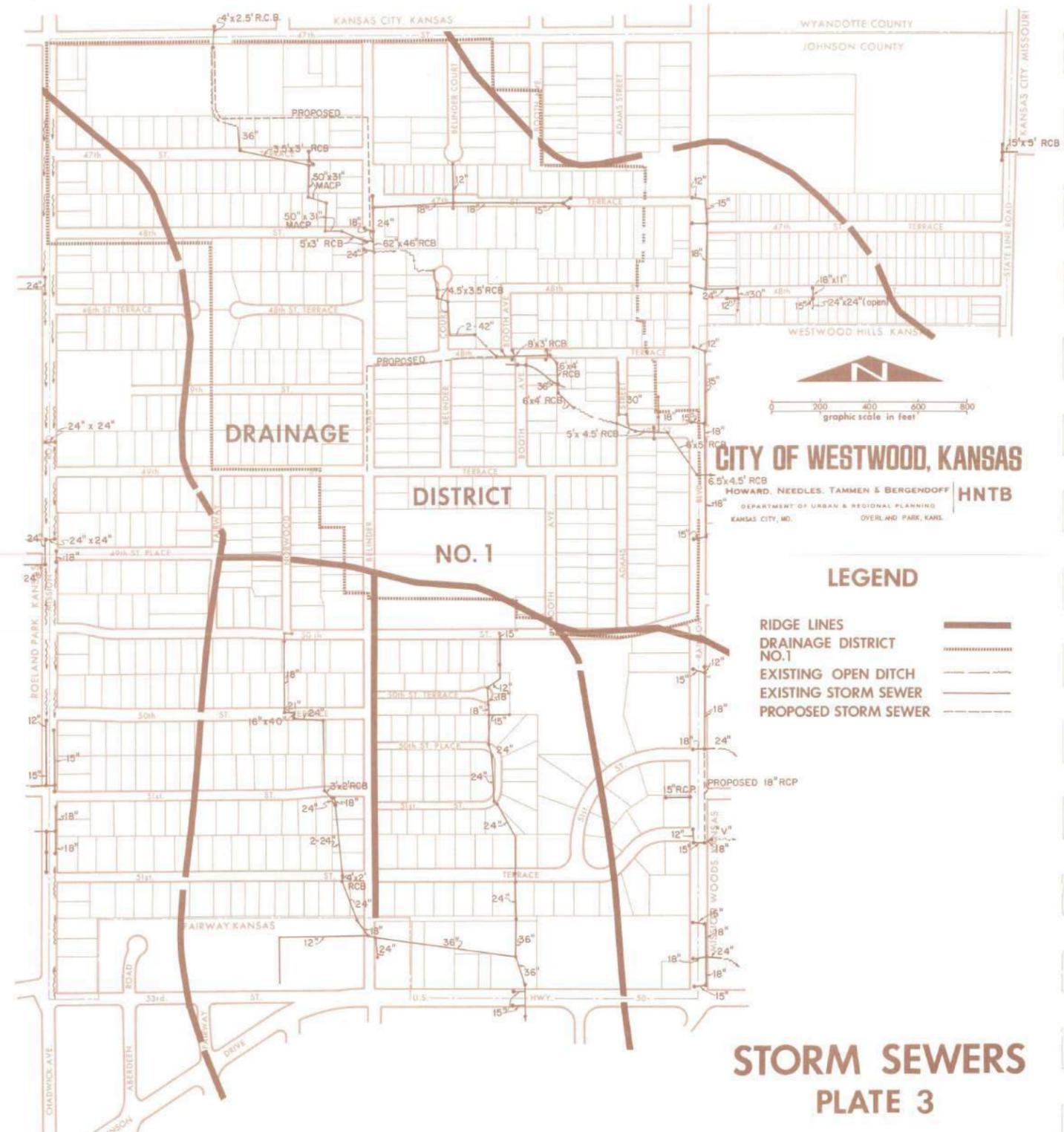
*\*Costs would scale with park size and scope*

# Reference Documents - Additional Studies

# DEVELOPMENT STUDY: PUBLIC WORKS & POLICE



# REFERENCE DOCUMENT



Source: Westwood Plan 1970

# Project Team

## Consultant Team

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### **Multistudio - City Design, Architecture**

Dennis Strait, Principal

Nick Christopher, RA

Sam Loring, AIA

### **Olsson - Engineering**

Tim Danner

Kelly Crismon

### **Ryan Companies - Development**

Andy Crimmins

### **CMR - Cost Projections**

Pat Bartko

## Steering Committee

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### **Westwood**

David Waters, Mayor

Leslie Herring, Chief Administration Officer / City Clerk

John Sullivan, Public Works Director

Curt Mansell, Chief of Police

Holly Wimer, City Council / Parks

David Kelman, Westwood Planning Commission

Lisa Fielden, Westwood Community at Large

Sean O'Brien, Westwood Foundation

# Timeline

MAY 2015	2015 ULI Technical Assistance Panel
JUNE 2017	2017 Comprehensive Plan
OCTOBER 2021	2020 ULI Technical Assistance Panel
<b>MAY 26, 2022</b>	<b>Project Kick-Off</b>
<b>JUNE 2022</b>	<b>Facility Assessment</b>
<b>JUNE 3, 2022</b>	<b>Steering Committee Meeting #1</b>
<b>JUNE 26, 2022</b>	<b>Steering Committee Meeting #2</b>
<b>JULY 13, 2022</b>	<b>Community Engagement</b>
<b>AUGUST 25, 2022</b>	<b>Steering Committee Meeting #3</b>
<b>SEPTEMBER 8, 2022</b>	<b>Public Presentation of Findings - Council Meeting</b>