

# The City of Hutto

## Facility Needs Assessment Study

January 21, 2010







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# Study Participants

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City of Hutto

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# 1

## Executive Summary

This document is composed of nine major sections:

**Executive Summary** an overview of the process used to generate the study as well as a collection of preliminary findings.

**Example Facilities** a catalog of projects in other cities that will be used as precedents for future construction.

**Existing Facility Analysis** an examination of existing city owned facilities and discussion of the work and tasks of the study

**Co-op Site Analysis** an examination of site variables and constraints.

**Facility Space Needs** a collection and expression of gathered facility needs data

**Incremental Growth Strategy** a description of the recommended phased development of city facilities

**Co-op Site Concept and Reuse Strategy** a presentation of the key principles used to locate the civic block and its facilities

**Green and Sustainable Design Strategies** explains both the benefits and liabilities of sustainable design

**Cost Estimate** a preliminary estimate of potential construction costs

### Study Objectives

The City of Hutto commissioned this “Facility Needs Assessment” to review the current status of city owned buildings, sites and structures in the context of Hutto’s recent rapid population growth, and their projected growth up to the year 2025. Additionally, the design team was directed to create a program for a new City Hall that would be commensurate with the projected growth. The city also required the design team to create a program which would incorporate and facilitate the use of a “Service First” customer service delivery method.

Additionally, the design team was asked to investigate the potential for use of the City Owned former Hutto Co-op site and structures for the future New City Hall and other city owned buildings.

## This scope of work for this study is the following:

- Gather information on projected population growth from the year 2010 to 2025, and staff recommendations on the commensurate staff required to provide services coinciding with population growth.
- Evaluate the city's current routine operations to best understand the functional needs for future city facilities.
- Analyze and become familiar with the "Service First" customer service delivery method.
- Gather information pertaining to the proposed site, existing city-owned facilities and other assets to best inform the development of future city facilities.
- Determine the need for any additional surveys or other development research pertaining to the Co-op site that may be required.
- Establish an architectural design program narrative for the new City Hall.
- Assist the city in evaluating the feasibility of incorporating green and sustainable design features into the design of the new City Hall.
- Consider the use or adaptive reuse of all existing city-owned facilities for new roles as a component of the development of the new municipal complex.
- Prepare preliminary conceptual massing studies of a new Municipal Complex, open space and streetscape to demonstrate a proposed design.
- Guide the city in the evaluation of parameters for determination of project feasibility and preliminary estimation of the probable construction cost and schedule to construct a new Municipal Complex at the Co-op Site.
- Assistance with the formation of a public/private development strategy with private development entities.

## How This Study Was Conducted

This study was initiated by the review and analysis of studies, reports, and master plans previously provided to the City of Hutto by other consultants.

The design team then created and issued to City Staff and City Council questionnaires regarding functional, spatial and qualitative needs for current and future city facilities. Upon completion of the questionnaires, the design team met with city staff in person to review the program questionnaires and clarify the collected operational information.

Concurrent with the staff interview process, members of the design team conducted an on-site survey and evaluation of existing city-owned facilities. These on-site surveys included survey, visual inspection and analysis of the viability of both currently occupied structures, as well as, the existing unoccupied agri-industrial structures on the Co-op site.

The purpose of the on-site surveys was to determine the following;

- The actual age and historic nature of each structures
- The useful life of the structures
- The viability of use or reuse of the structures
- The status of Electrical, Mechanical, and Plumbing systems
- Feasibility of and relationships to the objectives put forth in the *Heart of Hutto Old Town Hutto Master Plan* and *Smart Code*, as well as the City's stated objectives in the RFP for this Facility Needs Assessment
- Code compliance (as applicable)

One of the key objectives of the original RFP was to incorporate a "Service First" customer service model into the programmatic requirements for the New City Hall. Examples of other cities that use this system were identified. In particular, the City of Bellevue, Washington was identified by City Staff as an example that should be referenced for the Design of the New Hutto City Hall.

As such, a member of the design team visited the Bellevue City Hall, and met with their Facilities Manager and Service First Manager for a tour of the facility. These managers indicated that their facility was based upon the design of an earlier, similar City Hall in Richmond, British Columbia Canada. The design team spoke with the Architect of Record for both projects, and obtained copies of the drawings of each facility for review and analysis.

The last area for investigation towards the city's programmatic objectives was to briefly explore the potential for LEED, green and sustainable design. Members of the design team evaluated the project through The LEED Project Checklist, and did a cursory review of LEED strategies used on similar projects throughout the United States.

From the analysis of the information provided by staff and collected by the design team, a preliminary program for a New City Hall was created. As the program became more refined, it yielded an understanding of the overall amount of space that would be required for facilities to house all City Services up to the year 2025.

The next step was then to review funds the city had already earmarked in Capitol Improvement Plans (CIP) for the project to determine if the available funds were sufficient for the proposed project size. Preliminary cost estimates were created and were indeed a critical factor in the design team's recommendations.

Based upon the findings of all these areas of investigation, the design team created a preliminary concept for the Co-op site and buildings, a strategy for growth in all departments and a preliminary program for both an interim Hutto City Hall, as well as a permanent new City Hall.

A conceptual site design and architectural massing study was presented to Hutto City Council on November 19, 2009 and unanimously approved.

## Preliminary Findings

### Population

The rates of population growth and future growth projection of the City of Hutto have been the highest in Texas for the last decade. To be sure, the economic conditions experienced by the nation in the last year have slowed the rate of growth. However, other factors such as the resounding success of the Texas 130 Toll Road have helped soften the effects of the economic downturn for the City of Hutto.

With rates of growth exceeding 600%, the City requires the addition of City Staff and support space to provide and administer services for its citizens. The diminishing capacity of the present City Hall to house city administration in existing structures is marked by the fact that space in an adjacent commercial development is already currently being leased by the city to fulfill its departmental space needs.

Furthermore, the passage of seven out of eight bond issues by the citizens of Hutto sends a clear message that the public is ready to work toward a progressive future for their community. The City of Hutto is expected to continue to add an average of 10,000 citizens every five years over the next twenty years. With these projections for continued expansion, and the current deficiency of space for the city's growing needs, it is both appropriate and timely that the city has requested this facility needs assessment and strategy for growth.

### Facility Needs

The basis of this Facility Needs Assessment is the evaluation of the operations of City government and staffing levels required to serve the citizens of Hutto as the community grows up to the year 2025. This evaluation goes well beyond simply adding more staff to serve more citizens. Indeed, there will be entirely new services that will be offered as the City of Hutto grows that are commensurate with the needs that its expanding population will present.

Staffing levels and services proposed by this study are the result of months of collaborative planning with key staff members representing each city department. Key components of this planning process included:

- Distribution and analysis of departmental questionnaires to key city staff to guide departmental programming goals
- Department-specific planning meetings to set staffing levels and services in five-year increments through 2025
- Comparisons of staffing levels and services with those of other Texas communities with similar populations in five year increments through 2025.

Existing, city-owned facilities that currently serve Hutto have been individually evaluated to determine their size, use, and viability for continued service. With few exceptions, the currently occupied facilities have been found to be serviceable and extensible to support growing needs of the city. Each of these facilities will continue to house city services and in many cases will be expanded and otherwise improved over the course of the next 15 years. *(Refer to Section 3 for additional information)*

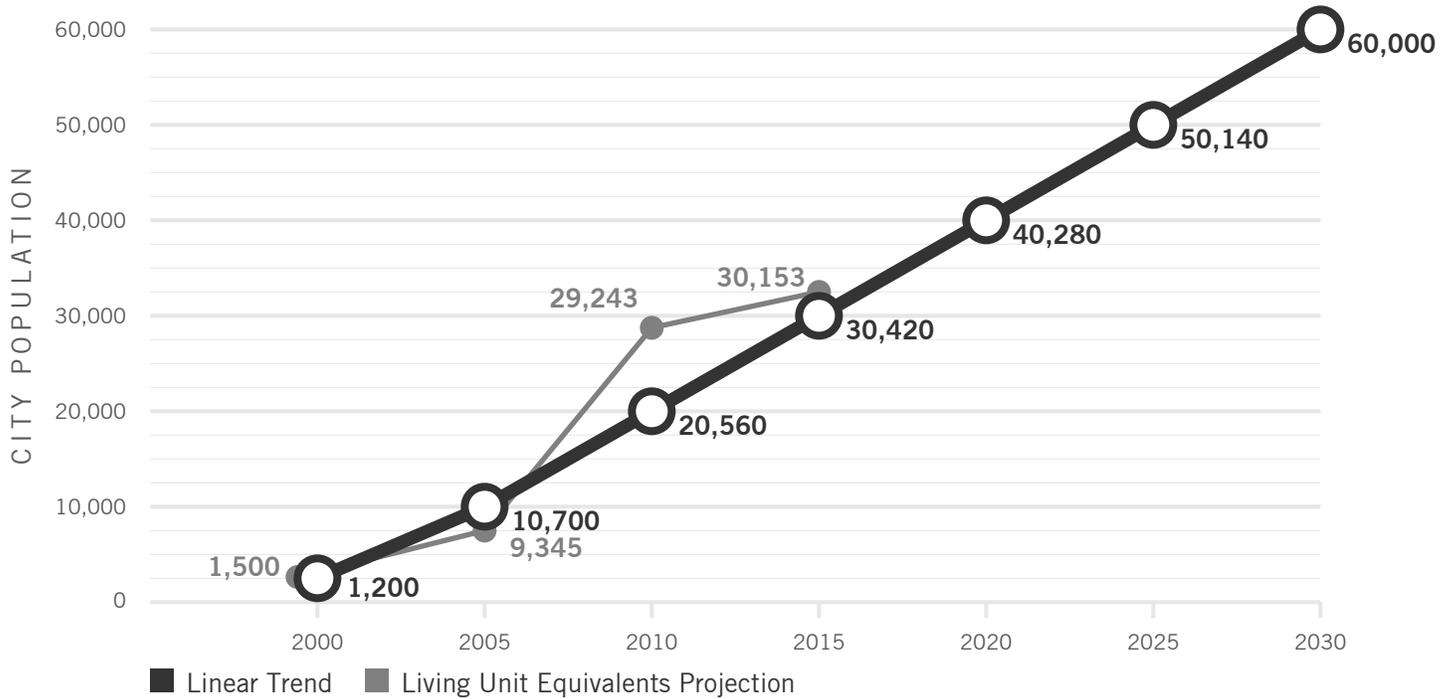
### Did You Know?

"Hutto has experienced tremendous growth in the last decade. The 1990 population was 630. By 2000, the population had grown to 1,250. The latest population estimates show Hutto nearing 17,500, making Hutto the fastest growing city in the state and one of the fastest growing in the nation."

~2009-10 City of Hutto Annual Budget and Financial Plan

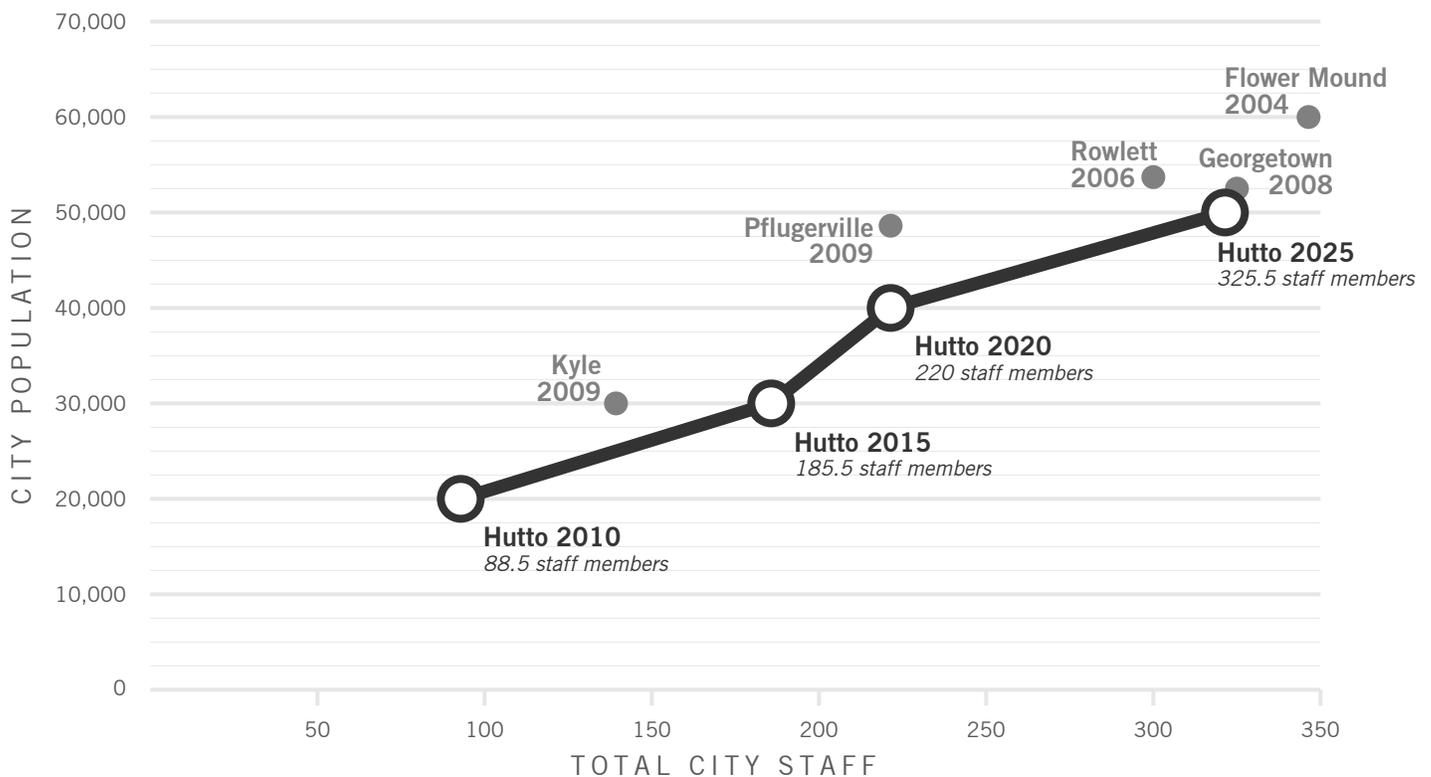
# City of Hutto Population Growth Estimate Graph

Time vs. City population



# City Staff Growth Projection Graph

City staff growth vs. City population



The “Service First” model has been identified as the city’s preferred method of providing support to the citizens of Hutto. This progressive and increasingly popular approach creates a single point of service for the vast majority of services offered by the city. Rather than requiring citizens to visit multiple locations or departments, most city services are accessed at a central Service First desk in a public lobby. This Service First model is described in detail within the study (see *Section 2 - Example Facilities*) through the examination of two example city government facilities that utilize this progressive approach.

## Incremental Growth Strategy

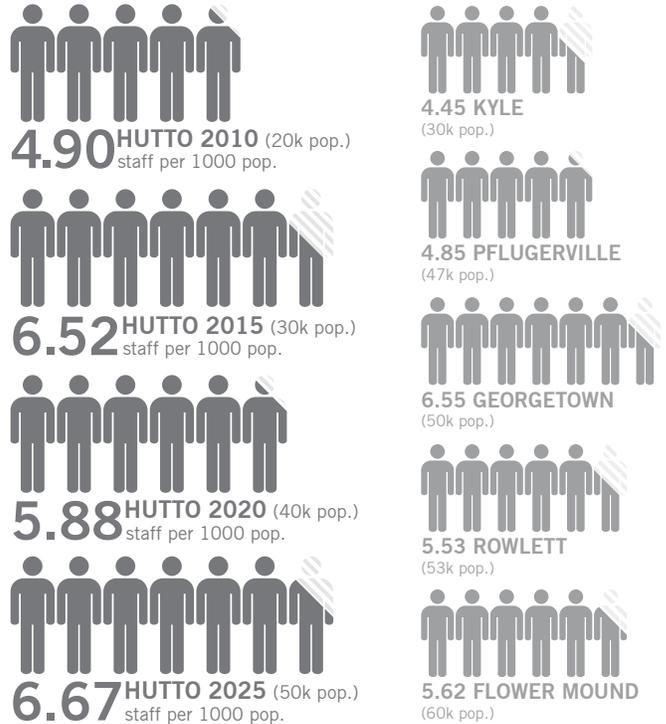
As a part of the 2010-2019 Capitol Improvements Plan (CIP), the City of Hutto allocated \$7M towards to the design and construction of a New City Hall. \$6.4M of this amount was allocated for construction costs, and the remainder for professional design fees. If one uses a very reasonable estimate of \$200/sf for the cost of this building, this would allow for a building of approximately 32,000sf.

As the needs for the city were defined up to the year 2025, it became apparent from our investigation that the physical space requirements would quickly (within 3 to 5 years after completion) exceed the 32,000sf that can be constructed within the CIP budget. Therefore, a growth strategy that would allow the city to build new facilities in phases, as budget would allow, would be required.

Based upon these factors, the Design Team has recommended an “Incremental Growth” Strategy. The intent of the Incremental Growth strategy is to control the pace of capital expenditure, building the Municipal Complex in increments (i.e. multiple phases and buildings), utilizing existing structures where feasible and deferring infrastructure cost in anticipation of sharing or offsetting these costs with future private development partners.

## Staff vs. City Population

*amount of staff per 1000 city pop.*



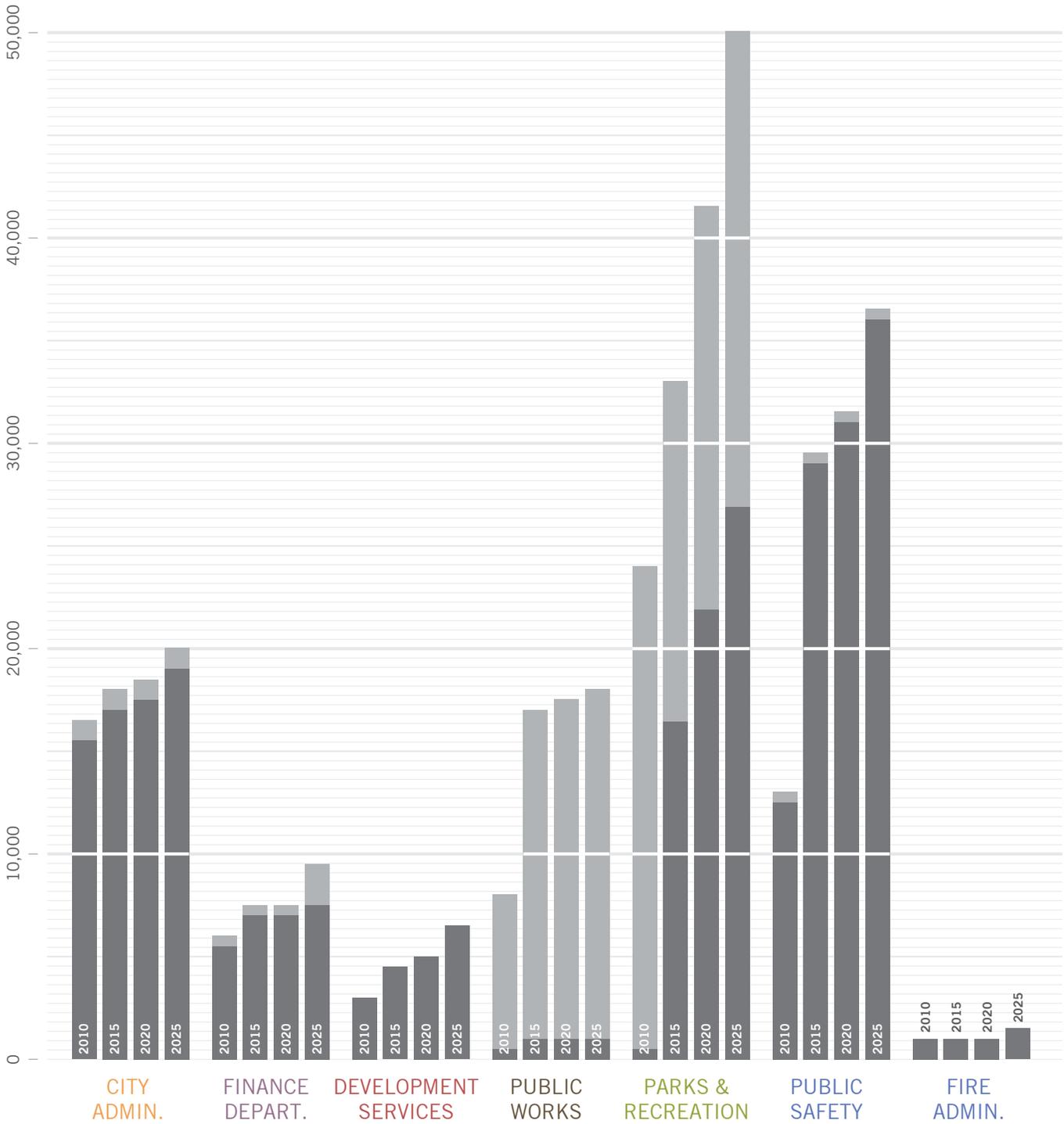
## Affordability Diagram

*space allocation for Hutto*



# Municipal Complex vs. Remote Facility

gross area for each department at 5 year increments



■ Municipal Complex Area (for departments located on the proposed Civic Block)

Several other key points to the Incremental Growth strategy are the following:

Provide a “Swing Building” to house the City Administration through the cost-effective adaptive reuse of the Long Building. This relieves the most immediate area deficiencies and eliminates the need for the city to lease commercial space.

Create a Civic Green at the core of the Co-op District to recollect the relative historical distance that once surrounded the Co-op structures.

Adapt the existing City Hall to be used by the Public Safety Department and Municipal Courts. Public Safety is the department with the highest immediate space need.

Plan a new Justice Center in the Co-op District that will fulfill the rapidly expanding needs of the Public Safety Department and Municipal Court.

Resolve the facility needs of the maintenance staff of Public Works and Parks & Recreation with a collaborative expansion at the existing Public Works Maintenance Yard.

Renovate the existing Library building expanding the collection area to include the full extent of the facility.

Replace the temporary classroom building used by Parks & Recreation with a permanent structure at Fritz Park.

Recommend a range of adaptive reuse options for existing structures after new facilities replace their current function.

## Facility Location

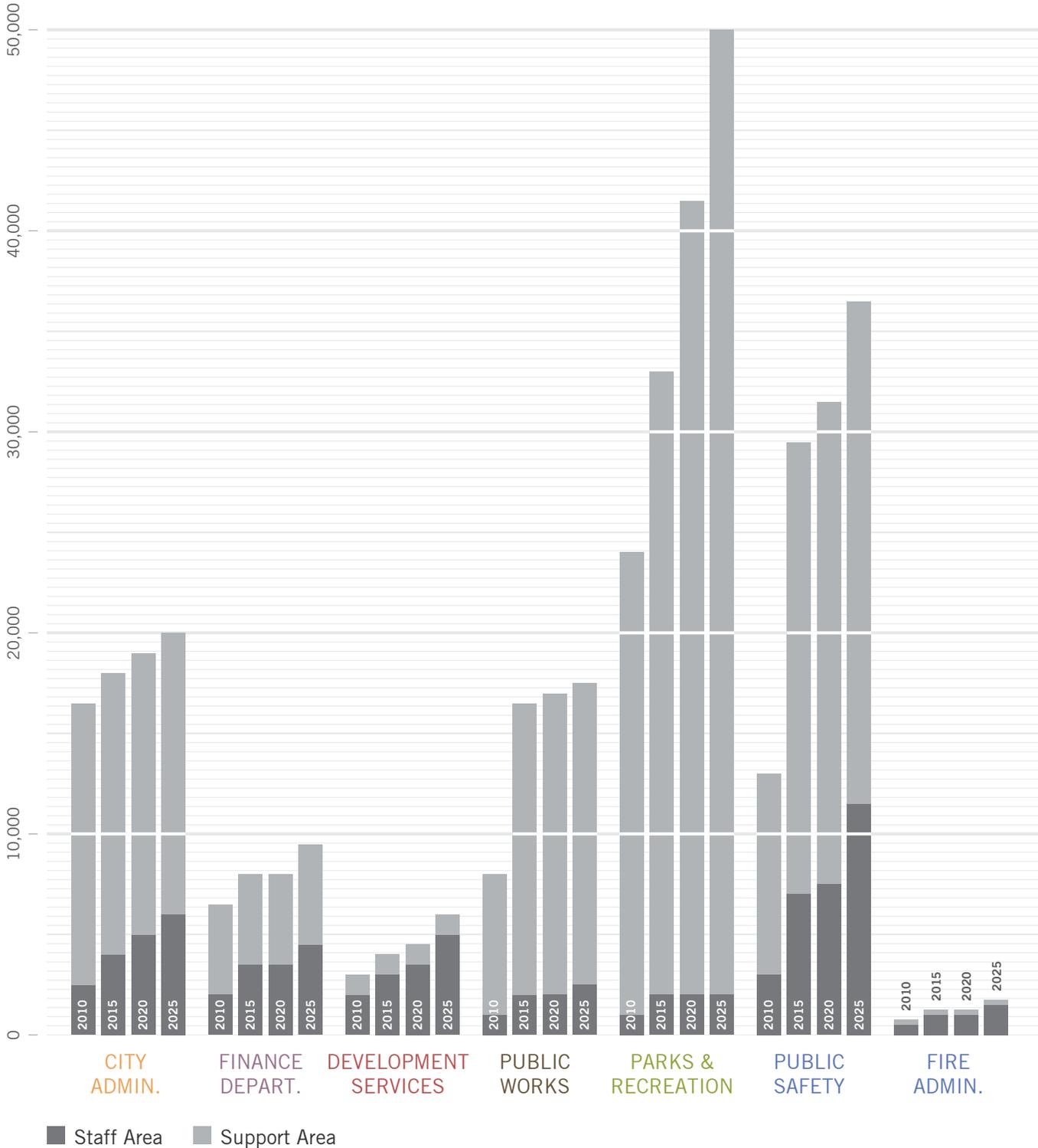
The site of the historic Hutto Co-op has been identified as the future location for the new Municipal Complex. This selection has been bolstered by the *Heart of Hutto Oldtown Master Plan* adopted by City Council in February 2009. The suitability of Co-op Site for this purpose is fully supported by this study. Furthermore, the site’s proximity to the historic Hutto downtown core and adjacency to Highway 79 reinforce the strength of this site and its ability to attract co-operative development interests..

**Municipal Complex:** A collection of city facilities located at the proposed core of the Co-op district

**Remote Facility:** outlying city facility not located on the proposed Co-op district

# Staff Space vs. Support Space

gross area for each department at 5 year increments



# Conclusion

This Study represents an analysis of current and future facility needs for the City of Hutto. The study reviewed projected population growth up to the year 2025, commensurate growth in City staff growth to provide city services for this increased population and the type and physical size of the facilities needed to accommodate staff, records, equipment, etc.

Additionally, the study addressed specific objectives identified by the City such as preservation/reuse of the Co-op site and buildings, integration of the *Heart of Hutto Old Town Master Plan*, LEED ® and sustainable design, as well as the incorporation of a “Service First” customer service model.

Members of the Design team visited example facilities currently utilizing the service first model, such as the City Hall for Bellevue, Washington. There were also site visits to examples of civic spaces, new urbanist town centers and commercial developments that have been developed with similar characteristics to the objectives set forth in the Master Plan and Smart Code. (see Section 2)

From the analysis and objectives a preliminary architectural program for a new City Hall emerged (see Section 5). This program outlines departmental staff populations, departmental size and adjacency requirements.

Further, once the qualitative and quantitative parameters for the facilities were determined, these findings were analyzed relative to funds set aside by current city CIP’s. Preliminary cost estimates were performed (see Section 9) to determine if such facilities could be affordable within the City’s current financial means.

From the cost estimates, it became quickly apparent that, while the City of Hutto can afford to build a significantly larger City Hall than present, the allowable budget is not sufficient to construct a single facility that will spatially or functionally suffice until 2025. (see Section 6)

It is precisely for this reason that the Design Team has suggested the Incremental Growth Strategy. The intent of this strategy is to allow the City of Hutto to slow and control the pace of capital expenditure, building the Municipal Complex in increments (i.e. multiple phases and buildings), utilizing existing structures where feasible, and deferring infrastructure cost in anticipation of sharing or offsetting these costs with future private development partners.

Hallmarks of the proposed Incremental Growth strategy include the preservation of the Co-op Gin Buildings and Long Building through relocation and reuse, as well as the creation of a new centrally located public park space. In particular, the Design Team has suggested that the reconfigured Long Building be used as “swing space,” first as an Interim City Hall and, perhaps later, as a new City Library

The building reuse and public space serve to create the initial public draw to the Co-op district as an engine to instigate further public/private development opportunities. The proposed placement of the buildings is also intended to foster connectivity to Old Hutto Downtown, as well as form edges to embrace the new public park space. (see Section 7)

Given all of the factors considered, such as the current growing spatial deficiencies, the budget, the status of existing facilities and sites, programmatic requirements and other objectives; the Design Team believes the proposed Incremental Growth Strategy with its multiple point approach of reuse, relocation, renovation, interpretation and new construction offers the City of Hutto a flexible, self paced plan to address the challenges of growth as they relate to the design and construction of a new City Hall and other city facilities.

Further, it is the belief of the team that the proposed site arrangement encourages and facilitates reasonable and attractive public/private development partnership opportunities.



*Bellevue, Washington City Hall*

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# 2

## Example Facilities

### Introduction

There are essentially two main objectives to this study. The first is to assess the facility needs for the City of Hutto relative to population growth over the target period of the study. The second objective is to use the assessment to offer a specific architectural solution for both a new city hall, as well as plan for growth in all city facilities.

In developing any architectural solution, it is often valuable to find examples of buildings or spaces that solve a similar set of problems or issues. This section of the study identifies several such examples that correlate to the objectives outlined in the program. Some of the examples are suggested by city staff, while the others are offered for example by members of the design team.

### The Service First Model

When City Manager, Ed Broussard, learned about the city hall facility in Bellevue, Washington, he discovered a facility that utilizes a progressive way to serve its citizens. This increasingly popular approach is called the “Service First” model. The primary theory of this method is that the citizens should not have to understand the details of city government to access city services. Rather, the city should bring those services to the citizens in an inviting centralized public setting.

The Service First model is composed of a large central space in the Municipal Complex. This space is referred to as the Service First lobby, and is the main entrance area for City Hall. Situated in the center of the lobby is the Service First desk, which acts as the access point to all of the city services.

Personnel that are cross-trained to understand the services provided by each city department staff the Service First desk. The personnel also understand which department contact is needed, or what steps to take to address a citizen’s concern or service need. Then, rather than have the citizen walk from department to department to resolve an issue, it is addressed at the Service First Desk or by a member of the appropriate department who comes down to the service lobby to meet the citizen.

Meeting spaces of various sizes and levels of privacy are provided within the Service First Lobby. These allow the city staff contacts to sit down and discuss the issue at hand. These spaces may be as simple as a pair of chairs arranged around a table in the open, or as private as a closed conference room with multimedia capability.

The Service First model provides citizens with a common public meeting place to present issues to the contacts that can address them. As the City of Hutto grows and the department offices expand, the Service First Lobby will remain unchanged, and continue to be the point of service for its citizens.

Two examples of this Service First model follow to better illustrate this approach for City governments to provide the very best level of service to its citizens.

# Bellevue, Washington

The recently completed Bellevue City Hall is the 300,000 sf adaptive reuse of a former 1980's telephone data center. The building had been vacated for several years, when the City of Bellevue was able to purchase the building and land for a very modest sum. The building was much larger than what the city could have afforded otherwise, and indeed, was larger than what was currently needed.

However, the combination of modest price and substantial size offered Bellevue the opportunity to consolidate nearly all of the city departments into one central facility, as well as, retain space for future growth. Additionally, the surplus space accommodated the consolidation of traffic control and emergency dispatch services for several other cities and counties into one facility.

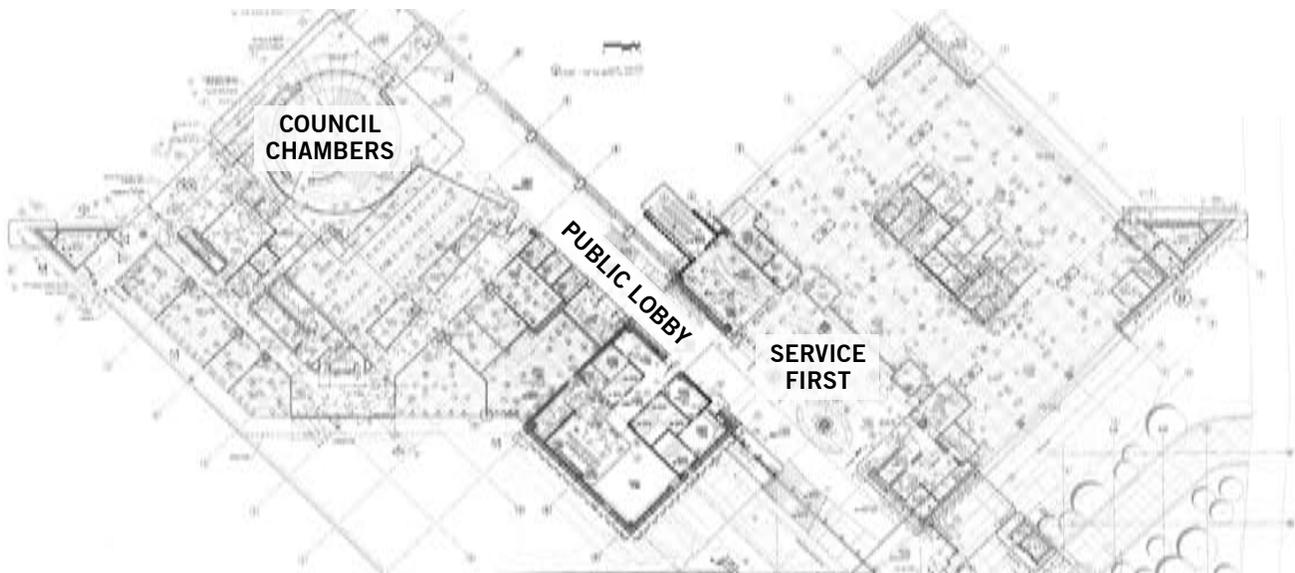
As a telephone data center, the building's primary purpose was to house, at first telephone switchgear, and later telecommunication servers. As such, the building was constructed almost entirely of concrete with minimal exterior windows and minimal floor-to-floor heights. Appropriate MEP systems, vertical circulation and other amenities that would be required for an office occupancy needed to be added to the building.

These challenges, along with the architectural program and the integration of the Service First customer service method were strong determinants in the proposed design. In particular, Service First had a large influence on the configuration of the public spaces. The large lobby and main corridor, the Service First desk, the meeting areas of varying sizes and the location of council chambers were all based upon the objectives of Service First. *(see floor plan diagram below)*

The Police, Public Safety, traffic control and dispatch departments also had a strong influence on the design in that these are 24 hour departments, yet City Hall is only open approximately 12 hours to the general public. Therefore, access control and security issues were accommodated through separate lobbies and entrances, as well as typical key-card/ access code control systems.

Remarkably, the project also achieved (silver) LEED certification through the use of strategies such as natural ventilation, day-lighting, efficient MEP systems, low VOC finishes, recycling, etc.

We believe that the Bellevue City Hall holds many examples and lessons that will be directly applicable to the design of the new Hutto City Hall.

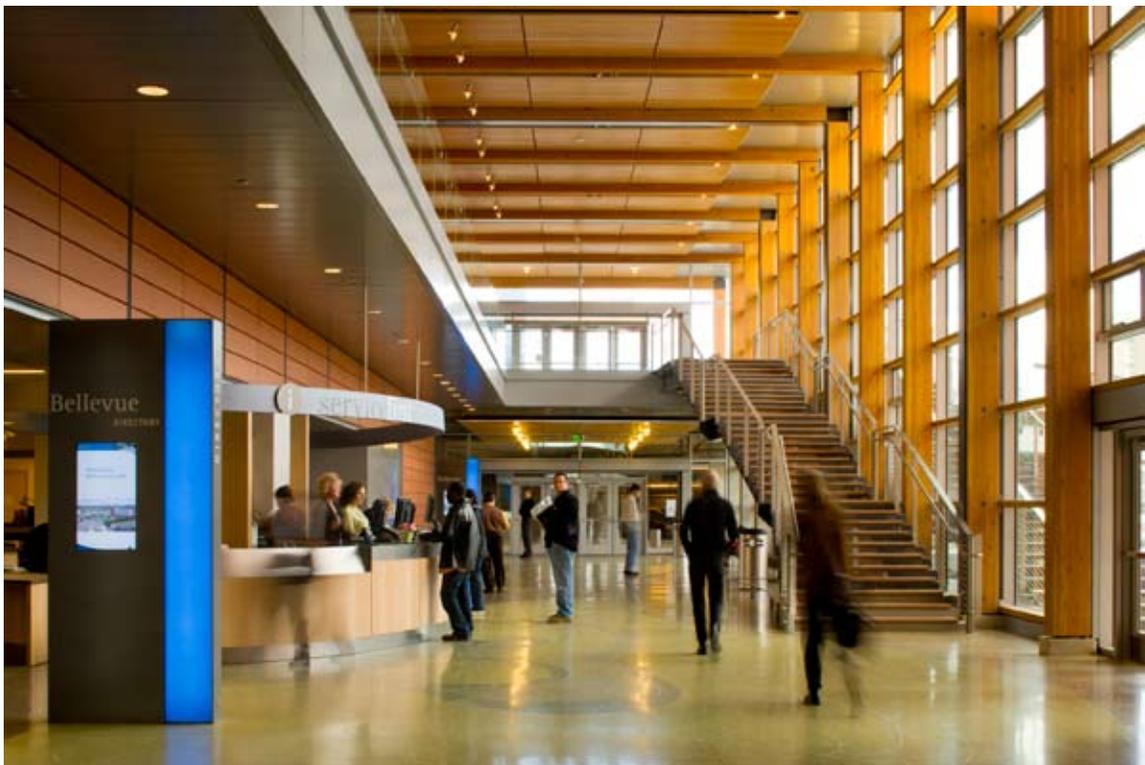


*Bellevue Floor Plan (First Floor)*

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*Bellevue Interior of Council Chambers*



*Bellevue Interior, The Service First Lobby*

# Richmond, BC

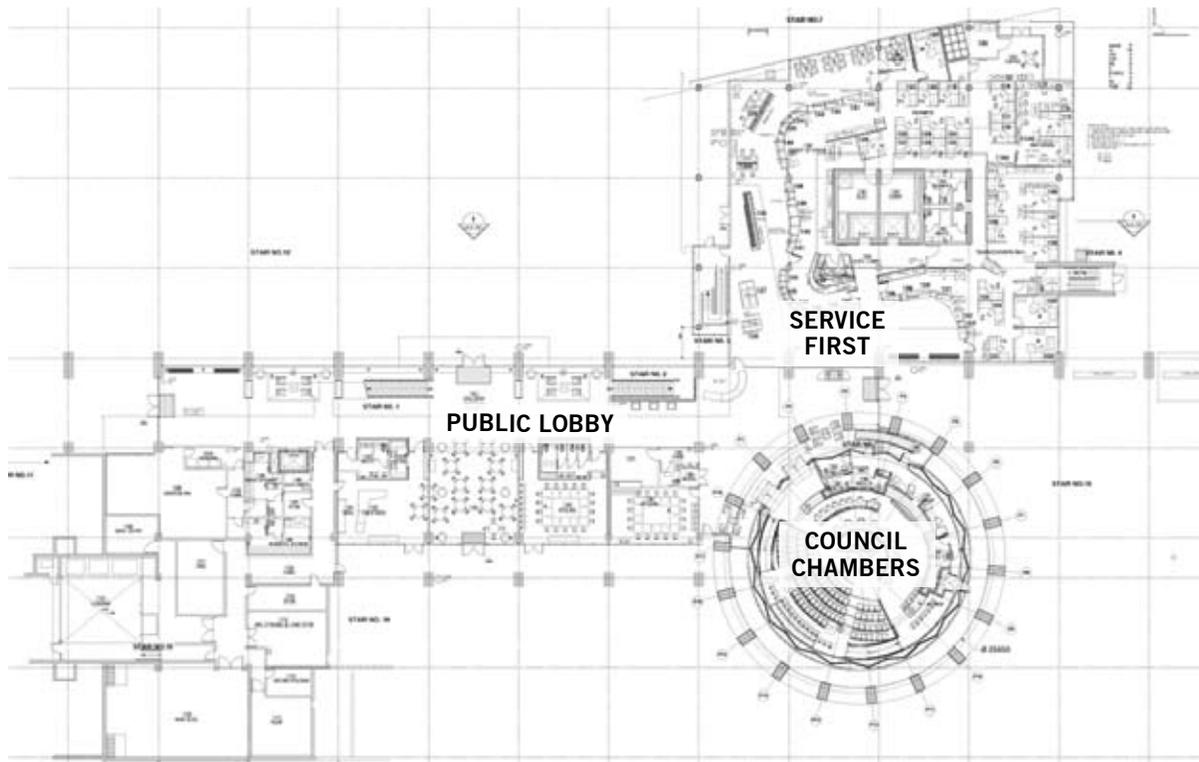
The Richmond City Hall was built in 2002 as an entirely new facility. The City of Bellevue, Washington used Richmond's facility as a direct example for the design of their own City Hall in many ways.

Richmond utilizes a Service First customer service system. In fact, Bellevue emulated this system, the Service First lobby, large main corridor and round council chambers almost verbatim. However, their relative adjacencies to each other are slightly different. *(See floor plan diagram below)*

One primary difference between Richmond and Bellevue is the former's site plan layout. Because Richmond was designed as a new building, as opposed to a renovation or adaptive reuse; they had the opportunity to configure the building massing, footprint and site layout to suit their needs. They used this to great effect in that they created both hard plazas and soft garden spaces for the public on two sides of the building. These areas also enjoyed changes in grade elevation relative to street elevation. This allowed the higher spaces to be public and predominant on the site, and the lower spaces to be quiet, private and intimate. *(See photos on opposite page)*

Like Bellevue, the City of Richmond consolidated nearly all of their City departments under one roof and offers these services to citizens through the centralized Service First Lobby. However, security does not seem to be as critical an issue as it was in Bellevue. The office spaces are both visually and physically accessible to the lobby.

Richmond City Hall also holds many examples and lessons that will be directly applicable to the design of the new Hutto City Hall, especially in the areas of site layout, building footprint and adjacent green space.



*Richmond Floor Plan (First Floor)*

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*Richmond Council Chamber. Photo: Peter Aaron*



*Richmond Interior, The Service First Lobby*

# Discovery Green

*Houston, Texas*

Discovery Green is an approximately 12 acre public park, which is immediately adjacent to the Houston Convention Center. The land for the park was originally surface parking that served the Convention Center in years past. However, the park is now built directly above a new underground parking structure of approximately twice the original size.

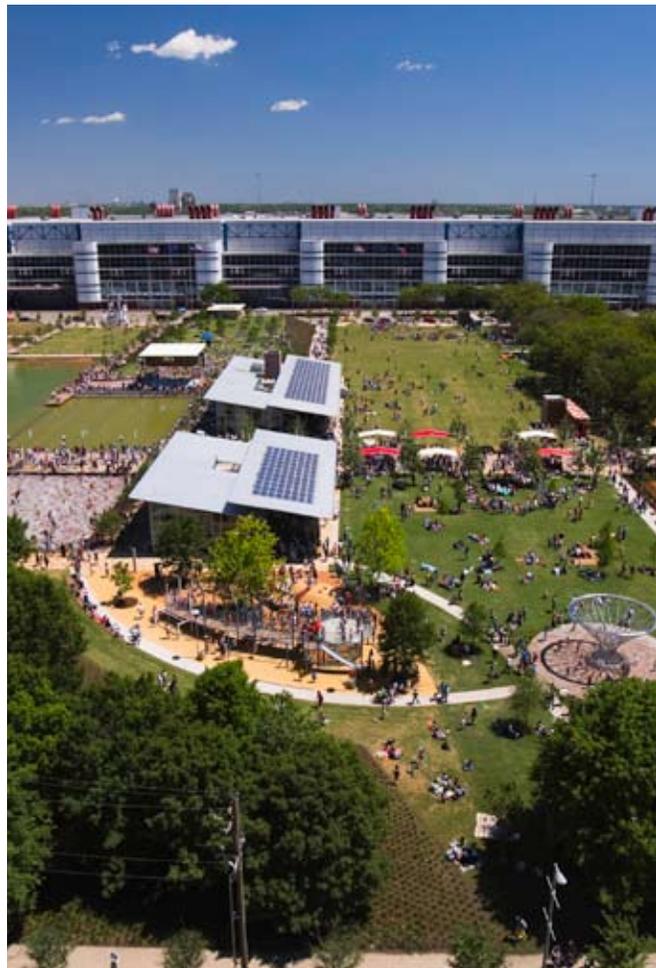
The site is surrounded on four sides by either the Convention Center itself, or by dense urban infill projects such as high-rise residential and mixed-use. The park also itself serves to soften the appearance of the Convention Center, which is a massive, relatively abrupt and imposing 1980's era constructivist building.

Discovery Green offers several very good examples of features and strategies that can be utilized within the development of the Hutto Municipal complex, as well as the proposed adjacent private development. Some of these features are the following;

1. Green spaces of different types, sizes and levels of privacy.
2. Spaces that accommodates children of different age groups and even pets.
3. Multiple water, vegetative, landscape and public art features.
4. Spaces and accommodations for activities that can be enjoyed year-round such as ice-skating, playscapes, interactive dancing water features, musical performances, festivals, etc.
5. Private and corporate sponsorships that can offset some amount of either construction cost or ongoing maintenance and upkeep.
6. Nearly constant programmatic use of the space to keep it full of people and activated.
7. Combination of variable sized business incubators for local startup businesses, artisans and vendors.
8. Small, simple, flexible multipurpose architectural structures and shading devices.

In particular, we were impressed with the use of trees, vegetation and other landscape forms (such as berms) to create sub-spaces within the site, as well as closure for the edges of the site. These features help give the site a similar “urban oasis” feel that one might experience in New York’s Central Park, or San Francisco’s Golden Gate Park. Albeit, Discovery is only a fraction of the size of either of these well known public spaces.

Discovery Green is an excellent example of what this report will refer to as a “Civic/Social engine for development in that, it creates a steady influx of people which serve to create revenue for adjacent business. As such, like the other examples we have cited, we believe the project offers many lessons to be applied to the Hutto City Hall.



*Aerial View of Discovery Green*



Discovery Green Plan

Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

# Market Street Town Center

*The Woodlands, Texas*

Market Street Town Center is a mixed-use, New Town Urbanist Development with a predominant focus on retail, restaurant and hospitality businesses. The project is located in the affluent Houston suburb called “The Woodlands.” The development is built around a central public space that serves as a central circulation element, as well as space for public gatherings and performances.

The site was chosen as an example for several reasons. First, the scale of the public space, as well as the relative street cross sections are appropriate as a model, and consistent with the objectives of the Master Plan and Smart Code for the City of Hutto. The scale of the buildings, however, are a bit larger and more massive than we believe would be consistent with buildings similar in vintage to existing structures in downtown Hutto.

The integration and adjacency of commercial business, and the ongoing programmatic use of the public space are an excellent example of what we have referred to in this report as a “commercial engine” for development. As such, the public space and businesses work in tandem to draw people to the site, activate the spaces and generate commerce. This commerce then serves to, first pay for the project and, second, create revenue ongoing for the businesses themselves.

The project is also an excellent example for parking strategies in that it has mixture of surface and hidden structured parking that serves to compliment the street parking that is typical of New Urbanism or New Town Planning. Further, the parking is well configured as to limit walking distance and offer logical and intuitive locations for access, entrances and exits.



*Market Street view from civic green*



*Market Street view from civic green*



*Market Street Plan*

Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

## Site Visits and Findings of Hutto City Staff

Meeting the needs of the Citizens of Hutto takes more than a commitment to customer service. From the Mayor and City Council to Public Works, the staff has unique facility needs that must be met in order to adequately serve Hutto's rapidly expanding population.

Several key City of Hutto Staff members visited municipal complexes around Central Texas during 2008 in an effort to better understand how other cities' facilities function to best serve their citizens. From these site visits, they were able to better judge what they felt would be successful strategies to serve the citizens of Hutto. Among these staff members were:

Edward A. Broussard, City Manager  
Harold Q. Thomas, Police Chief  
Mike Hemker, Parks & Recreation Department Director  
Scot Stromsness, Public Works Operations Manager

Selected photos and comments from these site visits have been summarized on the following pages. These notes have been repeatedly referenced in the creation of this study and will continue to assist in the design and development of the Municipal Complex that will serve the needs of the City of Hutto.

# Austin City Hall



## Hutto Staff Comments

### PROS

- ▶ Unique architectural design featuring daylighting and use of public art
- ▶ Public Performance space outside is an appealing feature
- ▶ Use of sustainable materials such as the copper siding
- ▶ Public Lobby is used as a café style sitting area
- ▶ Council Chamber allows people to enter and exit with minimal disruption
- ▶ “Green Room” adjacent to Chambers lets staff work / socialize until needed
- ▶ Larger Boards & Commissions meeting space
- ▶ Plenty of open meeting spaces available to staff
- ▶ Doors at perimeter offices have large sidelights to permit sharing daylight
- ▶ Smaller clusters of cubicles minimize noise / stress levels
- ▶ Upper cubicle panels with glass provide privacy and permit daylighting
- ▶ Attractive matching office furniture designed to maximize efficient space use

### CONS

- ▶ Public Lobby is inviting, however its size is a bit intimidating
- ▶ Public Lobby promotes socializing, but was a bit noisy for adjacent work spaces
- ▶ Wayfinding / signage in the Public Lobby is lacking

## Design Team Comments

The building is LEED certified, and appears to offer a very unique and pleasant work environment. However, the front entry through security is very unwelcoming to the public. Further, the main circulation route to the building from the parking garage is rather discontinuous and not terribly flattering.

The choice of location of the front door and public space is very questionable, especially since they are facing due south. The public space is intolerably hot much of the year. Thus, the city erects tents for public events, which look very unprofessional. Access to the public space is awkward because of its orientation and location.

# Bee Cave City Hall



## Hutto Staff Comments

### PROS

- ▶ Nice look and feel to building, especially for a smaller city
- ▶ Exterior aesthetic blended with surrounding commercial development
- ▶ Some limited growth potential for facility
- ▶ Council Chamber is attractive and technically savvy
- ▶ Council Chamber designed to be flexibly reconfigured
- ▶ Like the fact that staff did not have to sit up front
- ▶ Monitor in lobby for people to watch council meetings

### CONS

- ▶ Common space between Library and City Hall not a good acoustic buffer
- ▶ Accessible path to second floor meeting spaces unclear
- ▶ Library is small with little room for future expansion

## Design Team Comments

We appreciate the attempt made to integrate the City Hall into the overall mixed-use development. Further, the design of the City Hall building itself has some appeal. However, the overall development has some very real failures regarding the issues relative to the overall feel of the street such as street section, the street width, sidewalk width, façade massing (height and width).

# Round Rock City Hall



## Hutto Staff Comments

### PROS

- ▶ City Hall exterior has an attractive aesthetic
- ▶ Underground parking at adjacent facility is especially convenient
- ▶ Municipal Court was well sized for its functional needs
- ▶ Municipal Court had a friendly atmosphere with monitors of the City TV station
- ▶ Council Chamber had good A/V features and seems to function well
- ▶ Council Chamber floor is sloped so that everyone can see the Dais
- ▶ Council Chamber has good sound quality at the Dais
- ▶ Green Room adjacent to Chamber lets staff work / socialize until needed
- ▶ Offices are attractive and spacious
- ▶ Good use of lighting

### CONS

- ▶ Offices cramped in Planning due to need for space for plats and files
- ▶ Chamber seats are uncomfortable and lack flip-up writing surface
- ▶ Large groups of staff in clustered cubicles causes many distractions
- ▶ The Public Lobby is underutilized, lacks ad hoc meeting spaces
- ▶ Council Chamber layout and finishes seemed dated



# Harker Heights City Hall

## Hutto Staff Comments

### PROS

- ▶ Nice openness when you first enter City Hall
- ▶ Public Lobby provided display areas for temporary exhibits
- ▶ Public Lobby allowed people to socialize before, during, and after Council sessions without interfering with the meeting.
- ▶ Each Department was well accommodated and segregated from one another
- ▶ Audiovisual features in Chambers

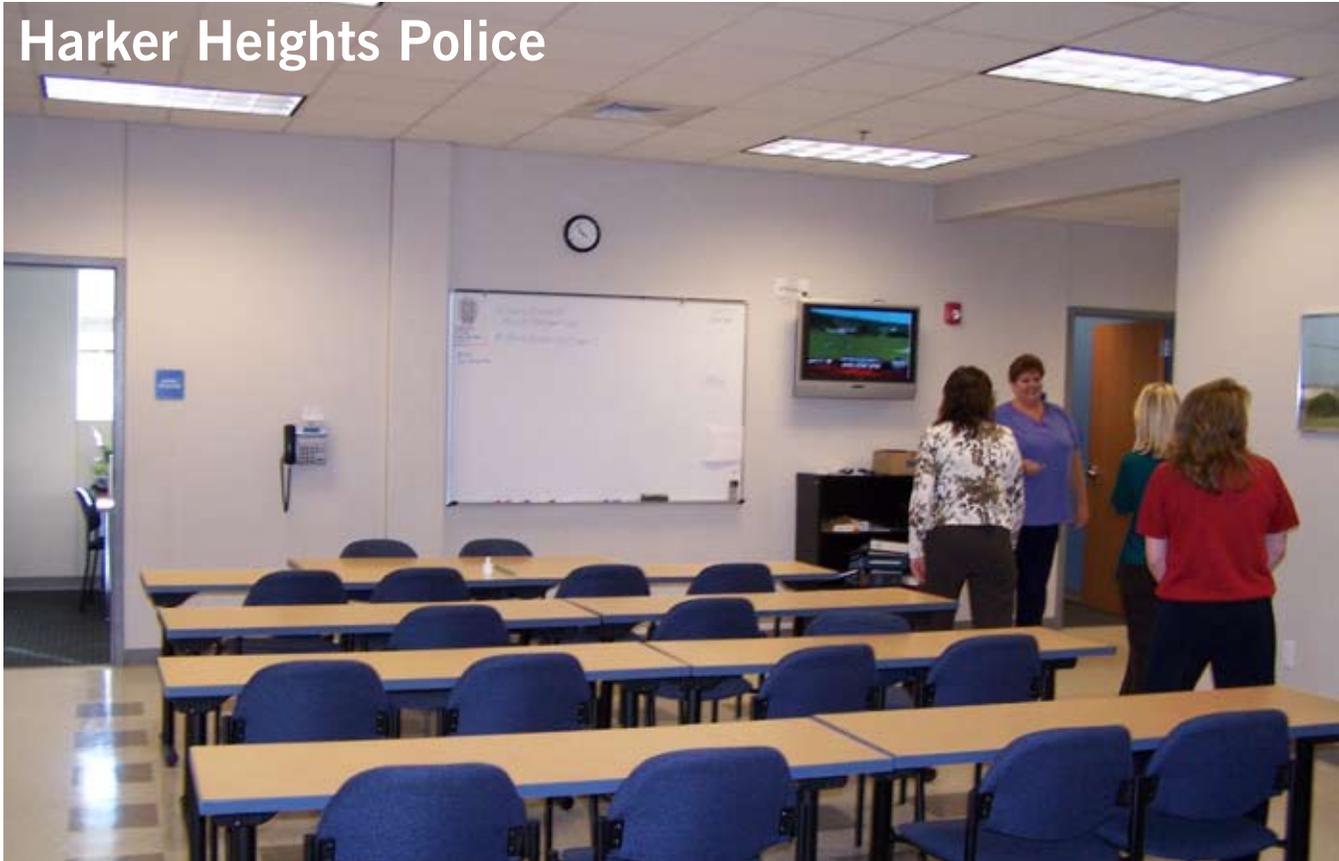
### CONS

- ▶ Signage was useful but undersized
- ▶ Offices sometimes seemed too small
- ▶ Council Chambers seemed very wide and shallow with too few seats for Citizens
- ▶ Future growth of the facility not well accommodated
- ▶ Open space could have been better utilized
- ▶ The furnishings selected seemed dated

## Design Team Comments

The exterior appearance of the building, although pleasant, does not seem to have much of an association with the rest of the City. The architectural style is neither referential to other buildings in Harker Heights, nor particularly appropriate for Central, Texas.

# Harker Heights Police



## Hutto Staff Comments

### PROS

- ▶ Very functional police facility
- ▶ Security was at a high level
- ▶ Dispatch top notch area
- ▶ Training and indoor firing range was very nice feature
- ▶ The Court room was set up so that it could be used for other purposes
- ▶ Very nice lay out with top of the line amenities
- ▶ Dispatch was well laid out and seemed to be high quality
- ▶ Spacious offices



# Pflugerville Justice Center



## Hutto Staff Comments

### PROS

- ▶ Most up to date Police facility visited
- ▶ Thoughtful consideration of functional and processing needs
- ▶ Lobby displays of historic artifacts feature local law enforcement heritage
- ▶ Especially well planned for a smaller Police Department

## Design Team Comments

The size, scale and exterior appearance of the building are very attractive and appropriate for the scale of the city and surroundings. The design team concurs with the other staff comments.

### CONS

- ▶ The lobby was attractive but not very welcoming





*City of Hutto Satellite View*

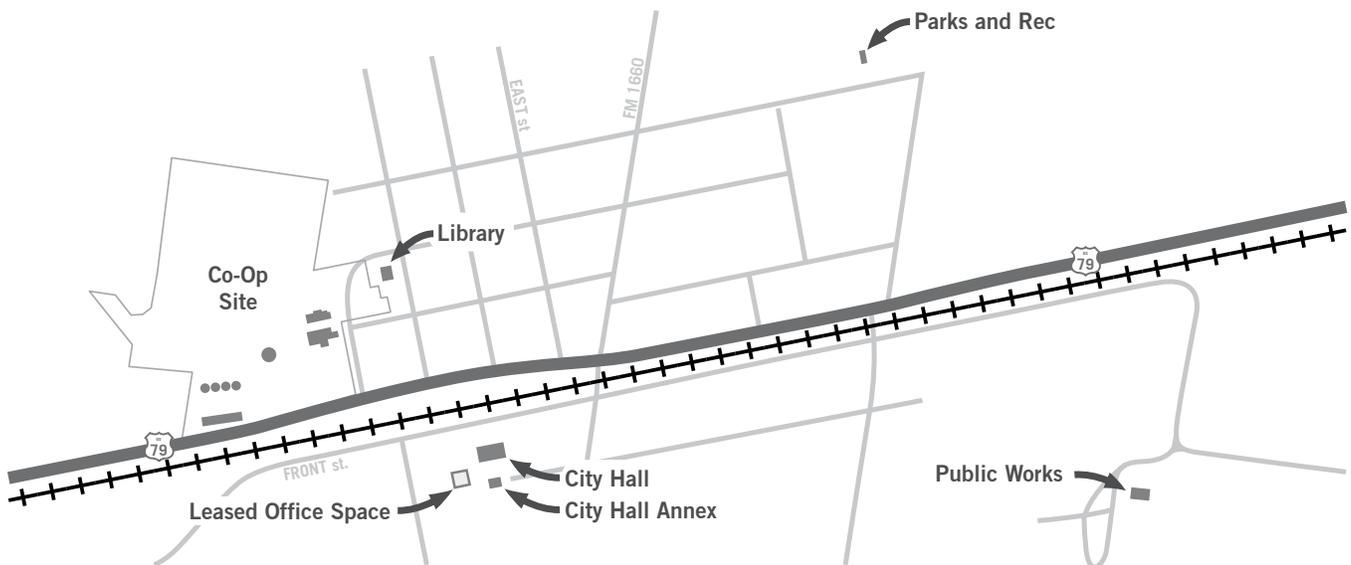
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# 3

## Existing Facility Analysis

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Each existing city-owned facility has been evaluated to determine the general condition of the structure, and its systems. Also assessed were the City services and staff that each facility houses. Antenora Architects LLP and its consulting engineers have visited each of these facilities to provide this assessment. We also referenced numerous previous reports and studies provided by the city pertaining to both its facilities as well as the Co-op Site.



# City Hall

## Architectural / Structural Assessment

### Existing Building Data

The existing Hutto City Hall, erected in 2002, is a one-story prefabricated metal building with a rectangular floor plan of 71 feet wide by 126 feet long. The building's main public entrances face north while secondary staff entrances face south. The building's cladding consists of a limestone veneer that extends the full height of the building.

The gabled roof consists of a corrugated metal deck with exposed fasteners with gutters along the north and south edges of the building. The foundation appears to be a mild-reinforced on-grade concrete foundation. The rigid steel frames of the metal building are spaced about 25 feet on center and span the full width of the building in the north-south direction.

### Building Condition / Quality

The building appears to be functioning properly, doors were plumb and no signs of distress were observed in the interior. A few stained ceiling tiles were observed, presumably from a previous roof or mechanical system leak. Around the building's exterior, the limestone veneer appears generally in good condition; except for some minor mortar cracks at the corners of the building. This is probably due to shrinkage movement of the veneer due to temperature change. Although construction/control joints were included in the walls to address these issues, a joint should be located near the corners to relieve the movement that occurs at both sides of a corner.

It should be mentioned that one condition that seemed unconventional was construction joints in the veneer that had not been sealed at the time of construction. Some of these joints were later sealed along the north perimeter. A closer look at the open joints revealed that the limestone veneer clads the original metal wall panels. Although we could not observe the metal ties, we believe the veneer is braced by the metal panels. It is our opinion this is not a conventional construction method and could potentially lead to distress in the limestone veneer. The limestone veneer is typically designed to a stringent deflection criterion to limit cracking of the veneer ( $\text{Height}/600$ ), while metal panel deflection criteria are significantly more tolerant ( $\text{Height}/120$ ). As wind pressures are applied to the walls, the flexible metal panels will tend to deflect excessively for the limestone veneer, resulting in masonry cracks.

Additional investigation beyond the scope of this study will need to be performed to determine whether the metal panels

were actually designed for the more stringent deflection limits and whether remedial action will be required.

Generally this type of clear span pre-engineered steel structure affords a high degree of adaptability. The structure is capable of a wide range of reuse options that, if well maintained, should serve the City well for another 30 to 50 years.

### Code / Life Safety Issues

The following Fire Alarm System narrative describes a deficiency in smoke detection in the facility. Likewise, the Life Safety – Emergency Power section documents a lack of exit signage at key corridor intersections. And lastly, as detailed in the Plumbing Systems narrative, there is a minor accessibility accommodation that needs to be addressed by insulating the supply and draining lines below the break room sink.

## Electrical Assessment

### Summary

The existing electrical system and associated components are recent and in good working order. The overall electrical system appears to be installed per current code standards.

### Fire Alarm System

A central fire alarm system is not required for this building. The aggregate air flow of the HVAC system exceeds 2,000 cubic feet per minute [CFM], therefore, smoke detection is required. There are some "area" smoke detectors installed, but the current installation does not meet minimum code requirements. Also, it was unclear if the existing area smoke detectors were powered by 120v AC, which is required to meet code. The area smoke detectors could be supplemented with additional smoke detectors to meet code. Our recommendation would be to install duct mounted smoke detectors in the supply plenum of all HVAC systems. With duct mounted smoke detectors, area smoke detection would not be required.

### Life Safety – Emergency Power

The major exit doors are clearly identified as "Exits". There were no exit signs installed at key intersections of the corridor or at one of the "intersecting" doors that led to an exit.

The existing egress lighting is provided by emergency lighting units installed at the exterior door exit signs - supplemented by battery packs installed within 2x4 light fixtures. The existing installation appears to meet minimum code requirements, but

may require updating due to the age of the batteries. There are no other emergency back-up systems installed.

The exterior parking lot is illuminated by building mounted wall sconces and flood lights. A photometric (foot candle) study was not performed to verify if existing installation meets recommended lighting levels.

### **Utilities - Electrical Distribution System**

The building is served by a pole mounted utility transformer via underground conduit to a 208V/120, 3-phase, 4-wire, 400-amp electrical service gutter. There are two 200-amp exterior mounted disconnects that serve 200-amp panel boards located within the building. The existing electrical distribution equipment is in good condition and appears to be code compliant.

### **Energy Conservation**

There appears that there are no provisions for energy conservation within the building (i.e. building wide use of occupancy sensors, dual level switching, energy efficient lamps, etc.).

## **Mechanical / Plumbing Assessment**

### **Summary**

The HVAC and plumbing equipment serving the City Hall building is typical for a building of this size. Other than the ADA issues noted below the systems are adequate for typical office building requirements.

### **Heating Ventilating and Air Conditioning Systems**

The building HVAC system consists primarily of split system heat pump fan coil units. The fan coil units are located above accessible ceilings throughout the building and the associated condensing units are located on the ground along the south side of the building. Air is supplied through 2'x2' louver faced lay-in diffusers and return is provided by 2'x2' lay-in filter grilles. The units' nominal capacity ratings are one (1) unit at 1-1/2 tons, one (1) unit at 2-1/2 tons, four (4) units at 3 tons, two (2) units at 4 tons, and one (1) unit at 5 tons for a total installed nominal capacity of 29 tons. Programmable thermostats provide control of the fan coil units. The equipment appears to be well maintained and working properly.

The restrooms are exhausted by independent ceiling mounted exhaust fans in each restroom. Fans are locally switched in each restroom.

### **Plumbing Systems**

The domestic water system is served by a 1" meter (remote read) and 1" service line to the building. The building has four restrooms, two women's and two men's, that each contain one flush tank toilet, one wall hung lavatory and a floor drain. Each restroom appears to be ADA compliant. Adjacent to the restroom groups, a janitor's room contains a mop sink and a suspended electric water heater. The electric water heater has a capacity of 19 gallons with a 2.5 kw element. The existing break room has one two-compartment stainless steel drop-in sink with adjacent coffee maker and refrigerator/ice-maker water connections. The drain lines and supplies below the sink are not insulated per ADA and TAS requirements. A bi-level, ADA compliant, self-contained water cooler is located adjacent to the janitor's room. There are no natural gas systems or internal storm drain systems serving this building.

### **Fire Protection Systems**

This building does not have an automatic fire suppression system (sprinklers).

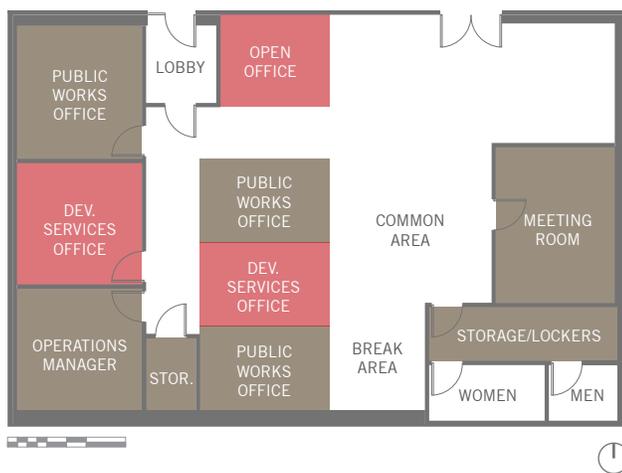
## **Staff Utilization / Program Assessment**

### **Summary**

This building is currently over utilized with regard to the ratio of staff to area. The Public Safety Department in particular, has an immediate need for additional area for offices, interview rooms and evidence storage.

# Existing City Hall Plan

<span style="display:inline-block; width:15px; height:10px; background-color:orange; border:1px solid black;"></span> City Administration	2,673 sf
<span style="display:inline-block; width:15px; height:10px; background-color:blue; border:1px solid black;"></span> Public Safety Department	2,150 sf
<span style="display:inline-block; width:15px; height:10px; background-color:purple; border:1px solid black;"></span> Finance Department	1,956 sf
<span style="display:inline-block; width:15px; height:10px; background-color:white; border:1px solid black;"></span> Accessory Areas	2,211 sf
<b>Building Gross Square Footage</b>	<b>8,990 sf</b>



# Existing City Hall Annex

<span style="display:inline-block; width:15px; height:10px; background-color:red; border:1px solid black;"></span> Development Services	313 sf
<span style="display:inline-block; width:15px; height:10px; background-color:brown; border:1px solid black;"></span> Public Works	776 sf
<span style="display:inline-block; width:15px; height:10px; background-color:white; border:1px solid black;"></span> Accessory Areas	1,356 sf
<b>Building Gross Square Footage</b>	<b>2,445 sf</b>

Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

# City Hall Annex

## Architectural / Structural Assessment

### Existing Building Data

The City Hall Annex is a one-story prefabricated metal building with a rectangular floor plan of 41 feet wide by 60 feet long. Reportedly, the building was erected in 2002 at the same time as City Hall. The building's two main entrances face north. There is an overhead vehicular door centered on the structure's east elevation which is not utilized in the facilities current office configuration. The building's cladding consists of limestone veneer along the north elevation, and metal panels on all remaining elevations. Along the east and west side, the foundation slab was extended beyond the face of the building to allow for a future veneer ledge.

The gabled roof consists of a corrugated metal deck with exposed fasteners and guttered along the north and south eaves of the building. The foundation appears to be a mild-reinforced on-grade concrete foundation. The rigid steel frames of the metal building are spaced about 20 feet on center and span the full width of the building in the north-south direction.

### Building Condition / Quality

The building appears to be functioning properly, no signs of distress were observed in the interior of the building. Horizontal and vertical bracing of the metal building were observed in the interior. Around the exterior, limestone veneer appears in good condition.

As with the current City Hall building, this type of clear span pre-engineered steel structure affords a high degree of adaptability, and is capable of a wide range of reuse options that should serve the City well for another 30 to 50 years, if well maintained.

### Code / Life Safety Issues

Included in the following sections are code compliance issues pertaining to smoke detection, emergency egress lighting, and accessible clearances in the toilets.

## Electrical Assessment

### Summary

The existing electrical system and associated components are recent and in good working order. The overall electrical system appears to be installed per current code standards.

### Fire Alarm System

A central fire alarm system is not required for this building. The aggregate air flow of the HVAC system exceeds 2,000 CFM; therefore, smoke detection is required. There are some "area" smoke detectors installed, but the current installation does not meet minimum code requirements. Also, it was unclear if the existing area smoke detectors were powered by 120v AC, which is required to meet code. The area smoke detectors could be supplemented with additional smoke detectors to meet code. Our recommendation would be to install duct mounted smoke detectors in the supply plenum of all HVAC systems. With duct mounted smoke detectors, area smoke detection would not be required.

### Life Safety – Emergency Power

Externally illuminated exit signs are installed at the exits. Exit signs may not be required due to the size, length of exit travel, and occupancy of the building, but our recommendation would be to install new, internally illuminated exit signs powered by battery packs.

There were no provisions for emergency egress lighting installed. Emergency egress lighting shall be installed to meet current code requirements.

The exterior parking lot is illuminated by building mounted wall sconces and flood lights. A photometric (foot candle) study was not performed to verify if existing installation meets recommended lighting levels.

### Utilities - Electrical Distribution System

The building is served by a pole mounted utility transformer via overhead conductors to a 240V/120, 1-phase, 3-wire, 125-amp electrical service. There is a 125-amp main disconnect that serves 125-amp panel board. There is also a separate 240V/120, 1-phase, 3-wire, 125-amp electrical service that serves an outbuilding. The existing electrical distribution equipment is in good condition and appears to be Code compliant.

### Energy Conservation

There appears that there are no provisions for energy conservation within the building (i.e. building wide use of occupancy sensors, dual level switching, energy efficient lamps, etc.).

# Public Works Building

## Mechanical / Plumbing Assessment

### Summary

The HVAC and plumbing equipment serving the City Hall Annex building is typical for a building of this size. Other than the plumbing issue noted below, the mechanical and plumbing systems are adequate for typical office building requirements.

### Heating Ventilating and Air Conditioning Systems

The building HVAC system consists primarily of split system heat pump fan coil units. The fan coil units are suspended from structure in the open ceiling area of the building and the associated condensing units are located on the ground along the south side of the building. Air is supplied through sidewall grilles in the open office area and ceiling grilles in the private office area. There are two (2) four ton nominal units serving the building. Standard wall thermostats provide control of the fan coil units. The equipment appears to be well maintained and working properly.

The restrooms are exhausted by independent ceiling mounted exhaust fans in each restroom. Fans are locally switched in each restroom.

### Plumbing Systems

The domestic water system is served by a 5/8" meter. The building has a men's restroom and a women's restroom. The women's restroom has one flush tank toilet and one counter-mounted lavatory. The men's restroom has one flush tank toilet, one wall-mounted urinal and one wall-mounted lavatory. The men's restroom does not have a floor drain as normally required by code (2 flush fixtures or more). The restrooms appear to have ADA compliant fixtures; however, the clearance dimensions are inadequate and no grab bars are installed. The existing break room has one two-compartment stainless steel drop-in sink with adjacent coffee maker and refrigerator/ice-maker water connections. The sanitary sewer line discharges the building to the east. There are no natural gas systems or internal storm drain systems serving this building.

### Fire Protection Systems

This building does not have an automatic fire suppression system (sprinklers).

## Architectural / Structural Assessment

### Existing Building Data

In general, the building is a one-story prefabricated metal building with a rectangular floor plan of 61 feet wide by 100 feet long. The building's main entrance faces north. The building's cladding consists of metal panels on all elevations. The building was erected in 2003.

The west end bay of the building houses the office space while the remaining area houses storage space for equipment. Large overhead rolling doors are installed along the north and south elevations of the building.

The gabled roof consists of a corrugated metal deck with exposed fasteners and guttered along the north and south eaves of the building. The foundation appears to be a mild-reinforced on-grade concrete foundation. The rigid frames of the metal building are spaced about 25 feet on center and span the full width of the building in the north-south direction.

### Building Condition / Quality

The building appears to be functioning properly, no damage or signs of distressed were observed in the framing or floor; however, it should be noted that we did not identify any vertical or roof cross bracing typically required for these types of buildings. Further investigation will be required to determine the structural stability of the frame.

As with the current City Hall and Annex buildings, this type of clear span pre-engineered steel structure affords a high degree of adaptability, and is capable of a wide range of reuse options that should serve the city well for another 30 to 50 years, if well maintained.

### Code / Life Safety Issues

There are minor issues that should be addressed to improve code compliance and life safety. As mentioned above, the lack of cross bracing in the steel frame was noted by the structural engineer consultant. The following narratives point out that emergency egress lighting needs to be improved and that the toilets are not accessible.

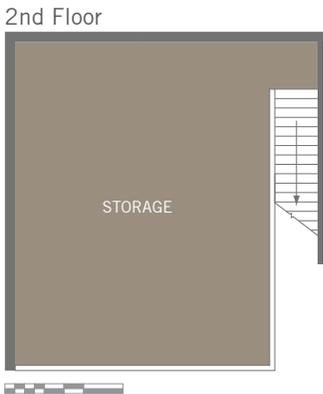
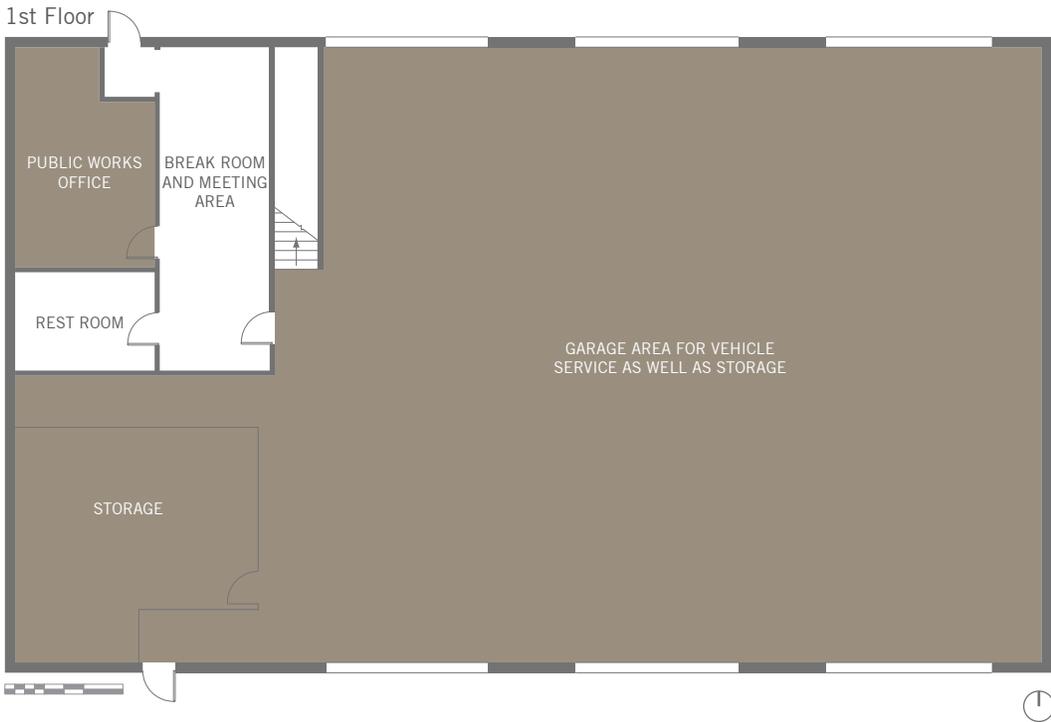
## Electrical Assessment

### Summary

The existing electrical system and associated components are recent and in good working order. The overall electrical system appears to be installed per current code standards.

# Existing Public Works Building

 Public Works	6,562 sf
 Accessory Areas	221 sf
<b>Building Gross Square Footage</b>	<b>6,783 sf</b>



Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

### **Fire Alarm System**

A central fire alarm system or smoke detection is not required for this building.

### **Life Safety – Emergency Power**

Exit signs are installed at the required exits.

There were some provisions for emergency egress lighting installed, but the installation does not meet current code requirements.

The exterior parking lot is illuminated by building mounted area lights. A photometric (foot candle) study was not performed to verify if existing installation meets recommended lighting levels.

### **Utilities - Electrical Distribution System**

The building is served by a pole mounted utility transformer via underground conduit to a 240V/120, 1-phase, 3-wire, 200-amp electrical service. The existing electrical distribution equipment is in good condition and appears to be code compliant.

### **Energy Conservation**

There appears that there are no provisions for energy conservation within the building (i.e. building wide use of occupancy sensors, dual level switching, energy efficient lamps, etc.).

## **Mechanical / Plumbing Assessment**

### **Summary**

The Public Works Building is primarily a warehouse and service building with limited office space. The HVAC and plumbing equipment serving the office functions of the building is typical for a building of this size and use. The radiant heating systems in the service area of the building are ideal for this type of use.

### **Heating Ventilating and Air Conditioning Systems**

The office area of the building is air conditioned by a 2-1/2 ton nominal size split system heat pump unit. The unit is located on the mezzanine above the office area. The associated condensing unit is located at grade on the west side of the building. Air is supplied through surfaced mounted ceiling diffusers and returned through surfaced mounted filter grilles. A standard wall thermostat provides control of the fan coil unit.

The warehouse area of the building is heated by six propane-

fired radiant heaters rated for 90 MBTUH input each. The unit heaters are suspended from structure in pair, one pair of heaters serve each of the three service bays.

The restrooms are exhausted by independent ceiling mounted exhaust fans in each restroom. Fans are locally switched in each restroom.

The HVAC equipment appears to be well maintained and working properly.

### **Plumbing Systems**

The domestic water system is served by a 3/4" water meter. The building has one restroom that contains one flush tank toilet, one counter-mounted wall-hung lavatory and one fiberglass shower. There are no floor drains within this restroom. The restroom is not ADA compliant. An electric water heater is located above the restrooms on the mezzanine. The electric water heater has a capacity of 30 gallons with a 4.5 kw element.

A remote propane tank serves this building with a regulator and entry point at the northwest corner of the building. The propane system serves multiple ceiling mounted radiant heaters. The sanitary sewer line discharges the building to the east. An air compressor is located at grade on the west side of the building. The compressed air piping enters the west end of the building and is routed to multiple outlets within the building. There is no internal storm drain system serving this building.

### **Fire Protection Systems**

This building does not have an automatic fire suppression system (sprinklers).

## **Staff Utilization / Program Assessment**

### **Summary**

This building is currently properly utilized. Additional area is needed to provide office and storage space for city equipment.

# Library Building

## Architectural / Structural Assessment

### Existing Building Data

The library building is a one-story prefabricated metal building with a rectangular floor plan of 60 feet wide by 75 feet long. The building's main entrance faces east. The building's cladding consists of metal panels on all the elevations. The age of this building is unknown.

The library occupies the northern portion of the building while the storage area occupies the remainder of the building. Above the library, there is a mezzanine level that supports the mechanical and ventilation system. There are overhead rolling doors along the east and west sides of the building. Reportedly, the building used to be the fire station.

The gabled roof consists of a standing seam corrugated metal deck with exposed fasteners and guttered along the east and west eaves of the building. The foundation appears to be a mild-reinforced on-grade concrete foundation. The rigid frames of the metal building vary in spacing between 20 feet and 30 feet on center and span the full width of the building in the east-west direction.

### Building Condition / Quality

The building appears to be functioning properly, no signs of distress we observed; however, it should be noted that we did not identify any vertical or roof cross bracing typically required for these types of buildings. Further investigation will be required to determine the structural stability of the frame.

As with the current City Hall and Annex buildings, this type of clear span pre-engineered steel structure affords a high degree of adaptability, and is capable of a wide range of reuse options that should serve the City well for another 30 to 50 years, if well maintained.

### Code / Life Safety Issues

With the exception of the aforementioned lack of cross bracing in the steel structure, no code / life safety issues were noted during the evaluation of this building.

## Electrical Assessment

### Summary

The existing electrical system and associated components are recent and in good working order. The overall electrical system appears to be installed per current code standards.

### Fire Alarm System

A central fire alarm system or smoke detection is not required for this building.

### Life Safety – Emergency Power

Exit signs are installed at the required exits.

Emergency egress lighting is installed, but a photometric study was not performed to verify if the installation meets minimum code requirements.

The exterior parking lot is illuminated by building mounted area lights. A photometric (foot candle) study was not performed to verify if existing installation meets recommended lighting levels.

### Utilities - Electrical Distribution System

The building is served by a pole mounted utility transformer via underground conduit to a 240v/120, 1-phase, 3-wire, 400-amp electrical service. The existing electrical distribution equipment is in good condition and appears to be code compliant.

### Energy Conservation

There appears that there are no provisions for energy conservation within the building (i.e. Building wide use of occupancy sensors, dual level switching, energy efficient lamps, etc.).

## Mechanical / Plumbing Assessment

### Summary

The HVAC and plumbing equipment serving the library building is typical for a building of this size and use. The library portion of the building is air conditioned and the warehouse portion is heated only.

Heating ventilating and air conditioning systems (hvac)

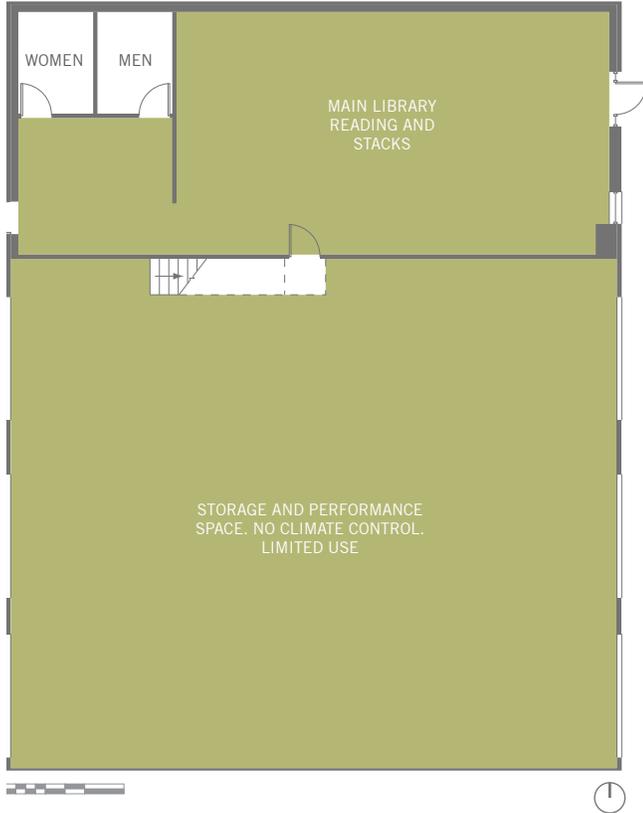
The library area of the building is air conditioned by a 5 ton nominal size split system unit with gas heat. The unit is located on the mezzanine above the library area. The associated condensing unit is located in the parking lot on the north side of the building. Air is supplied through surface mounted ceiling diffusers and returned through surface mounted filter grilles. A standard wall thermostat provides control of the fan coil unit.

The warehouse area of the building is heated by two natural gas-fired unit heaters rated for 160 mbtuh output each. The

# Existing Library

<span style="display:inline-block; width:15px; height:10px; background-color: #8c9e40; border: 1px solid black;"></span> Library	4,122 sf
<span style="display:inline-block; width:15px; height:10px; background-color: white; border: 1px solid black;"></span> Accessory Areas	378 sf
<b>Building Gross Square Footage</b>	<b>4,500 sf</b>

1st Floor

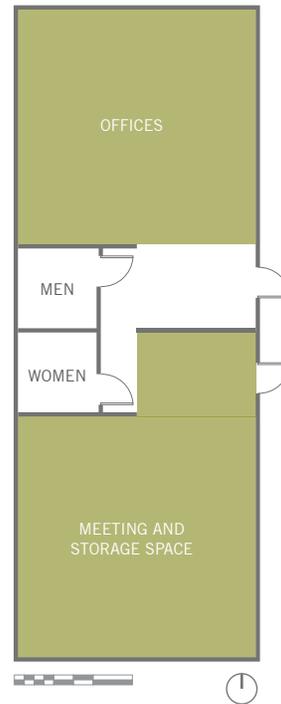


2nd Floor



# Existing Parks and Rec. Dept.

<span style="display:inline-block; width:15px; height:10px; background-color: #8c9e40; border: 1px solid black;"></span> Parks and Rec.	1,286 sf
<span style="display:inline-block; width:15px; height:10px; background-color: white; border: 1px solid black;"></span> Accessory Areas	250 sf
<b>Building Gross Square Footage</b>	<b>1,536 sf</b>



Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

unit heaters are suspended from structure along the west side of the warehouse and are accessible from the mezzanine.

The restrooms are exhausted by independent ceiling mounted exhaust fans in each restroom. Fans are locally switched in each restroom.

The equipment appears to be well maintained and working properly.

### **Plumbing systems**

The domestic water system is served by a dedicated water meter. The building has a men's restroom and a women's restroom. Each restroom has one flush tank toilet, one wall-hung lavatory, one fiberglass shower and a floor drain. The restrooms appear to be ada compliant.

The existing break room has one two-compartment stainless steel drop-in sink with adjacent dishwasher. A suspended gas water heater is located above the restrooms. The water heater has storage of 50 gallons and a natural gas input of 40 mbh.

A natural gas service line and meter are located on the west side of the building. The natural gas system serves the water heater, a gas furnace and multiple gas space heaters suspended in the warehouse area. There is a large trench drain running north and south in the center of the warehouse area. The sanitary sewer line discharges the building to the north.

### **Fire protection systems**

This building does not have an automatic fire suppression system (sprinklers).

## **Staff Utilization / Program Assessment**

### **Summary**

This building is currently under utilized. A large portion of the existing warehouse space is not currently used.

# **Parks & Rec. Building**

## **Architectural / Structural Assessment**

### **Existing building data**

The parks and recreation building is a 1,500 square foot one-story back to back modular classroom building with exterior wood framing system. The age of this building is unknown.

### **Building condition / quality**

This building has been well maintained, yet as its original purpose was that of a temporary classroom facility, the quality of its construction is not fully known. The long-term viability of this facility as a city-owned building is uncertain.

### **Code / life safety issues**

The only known code compliance issue with this facility is its lack of emergency egress lighting, as described below in the life safety – emergency power narrative.

## **Electrical Assessment**

### **Summary**

The existing electrical system and associated components are recent and in good working order. The overall electrical system appears to be installed per current code standards.

### **Fire alarm system**

A central fire alarm system or smoke detection is not required for this building.

### **Life safety – emergency power**

Exit signs are installed at the required exits.

There were no provisions for emergency egress lighting installed. Emergency egress lighting shall be installed to meet current code requirements.

The exterior parking lot is illuminated by building mounted area lights. A photometric (foot candle) study was not performed to verify if existing installation meets recommended lighting levels.

### **Utilities - electrical distribution system**

The building is served by a pole mounted utility transformer via overhead conductors to a 240v/120, 1-phase, 3-wire, 200-amp electrical service. The existing electrical distribution equipment is in good condition and appears to be code compliant.

# Leased Space on West Front Street

## Energy conservation

It appears that there are no provisions for energy conservation within the building (i.e. Building wide use of occupancy sensors, dual level switching, energy efficient lamps, etc.).

## Mechanical / Plumbing Assessment

### Summary

The parks and recreation building is a modular portable structure with package through-the-wall air conditioning systems which is typical for buildings of this type. The two air conditioning units each serve a large open office area from sidewall grilles. As long as the open office concept is maintained, the existing air conditioning system will be adequate.

Heating ventilating and air conditioning systems (hvac)  
The parks and recreation building is a modular type building which is air conditioned by two through the wall package dx bard units with electric heat. Air is supplied and returned from the wall units with sidewall grilles attached to the unit.

The restrooms are exhausted by independent ceiling mounted exhaust fans in each restroom. Fans are locally switched in each restroom.

The equipment appears to be well maintained and working properly.

### Plumbing systems

The building has a men's restroom and a women's restroom. Each restroom has one flush tank toilet and one wall-hung lavatory. The restrooms appear to be ADA compliant. A single, self-contained water cooler is located outside of the restrooms. There are no natural gas systems or internal storm drain systems serving this building.

### Fire protection systems

This building does not have an automatic fire suppression system (sprinklers).

## Staff Utilization / Program Assessment

### Summary

This building is currently over utilized. Additional office space and recreation program space is needed. In addition, the city currently utilizes the adjacent open tennis court for secure equipment storage. Enclosed storage space should be provided for pard maintenance equipment.

## Architectural / Structural Assessment

### Existing leased space summary

This approximately 3,000 gross square foot space has been leased by the City to house the Development Services Department. This is not a City-owned facility. As such, the facility is only being evaluated with regard to the programmatic role it plays in housing the Development Services Department of the City government.

Certainly the fact that leased space is necessary for the City government to function properly is indication that the development of additional City-owned space is necessary.

## Electrical Assessment

### Summary

As a leased space, the available power and systems is assumed to be adequate for both office or retail use. Lighting in the space is certainly adequate for office use and smoke detection and security systems are provided.

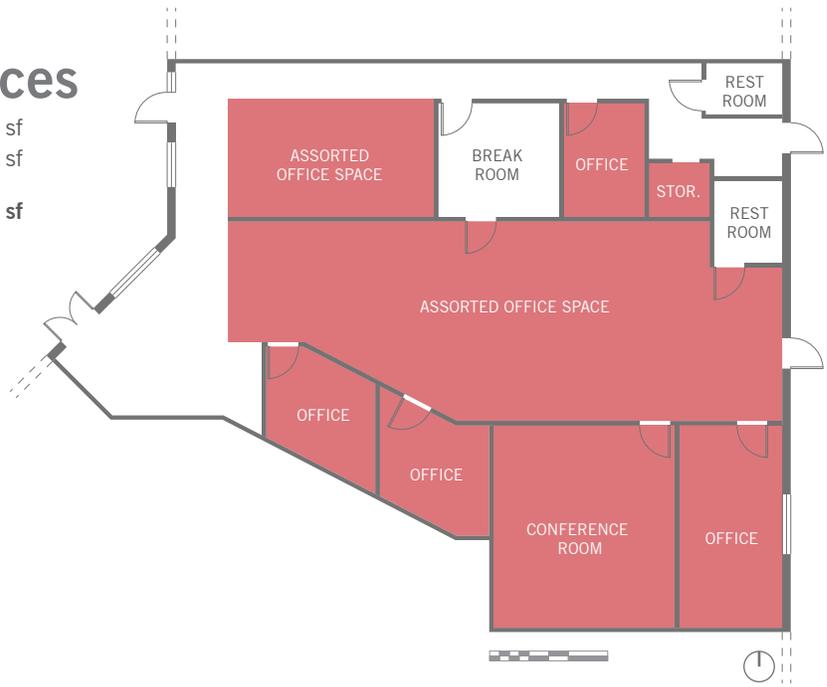
## Mechanical / Plumbing Assessment

### Summary

Air conditioning is provided throughout the space. Two accessible toilets are included and appear to meet accessibility requirements.

# Development Services

	Development Services	2,034 sf
	Accessory Areas	1,006 sf
	<b>Building Gross Square Footage</b>	<b>3,040 sf</b>



Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

# Existing Agricultural Structures at the Co-op Site

The Design Team recognizes that the existing collection of agricultural structures on the Co-op Site represent a significant contributing element to the appearance, culture and heritage of the City of Hutto, and to the downtown area.

When the full compliment of buildings and storage structures were in place in year's past, they formed an identifiable landmark on the surrounding landscape and skyline. Unfortunately, many of the original historic structures have been lost to fire or disrepair. More recently, some of the structures were given up for sale.

We strongly believe that the viable remaining structures should be incorporated into the municipal facilities through preservation methods such as reuse, relocation and interpretation. We also strongly contend that every measure should be taken to maintain or recreate a portion of the open space, typical to farmsteads in general, that surrounded these facilities when they were originally built that helped make them

stand out on the horizon. However, the buildings themselves present many challenges to both of these ends in terms of cost, viability and location, etc.

Of the structures that still remain, the silos are the youngest and in the best condition. In fact, because they are less than 50 years old they fail to meet the most basic criteria for consideration as a historic structure. Further, as they were never intended to be used as occupied buildings, they lack any mechanical, electrical systems as well as any of the other typical building elements, such as stairs, floors, elevators, walls, windows, doors, etc.

Therefore, the silos could mainly only function as a skin or cover for an entire new building that could be built within it, or attached to it. This will undoubtedly complicate construction methods, potentially increasing the net cost to use the silos. Further, because of the overriding necessity for functionality, the silos may not be well suited for use in municipal facilities.



*Co-op site. Foreground: Secondary Gin Structure, Background: Primary Gin Structure*

Rather, they may be better suited for retail or hospitality uses in private development, where their unique shape and form will add to the branding and marketing potential for the project and can offset the cost.

Since these structures are relatively inexpensive and assembled on-site, the cost of disassembly and moving a silo will likely exceed the cost of a new one. Therefore, they are only truly viable if they can be used in their current location. If the shape and form of the silos is desired in the overall concept for the project, new silos may be the most cost effective option.

Regarding the Cotton Gin structures, it is the opinion of the two previous facility reports provided to the City of Hutto by the firms Architecture Plus (in 2005) and QS TECH (in 2007), that these structures will very likely be cost prohibitive to reuse in their present form. In particular, the 2005 report states:

*“The Cotton Gin buildings are built of steel sheets on a steel frame, and are essentially open shells built to house the machinery inside. The Cotton Gin buildings present the greatest challenge to reuse and are probably not feasible to be used as an occupied building. There may be some value in retaining the structures for some historical/interpretive purposes, although this would be considerably diminished since most of the equipment has been removed.”*

- Facilities Evaluation for the City of Hutto (September 2005) Chapter 5, Co-op Site, Facility Evaluation Summary, page 5.1.

Similarly, the Heart of Hutto Old Town Master Plan (HOHOT) recognized the significance of the structures, but also the limitations for their preservation in place or reuse as an occupied structure. As such, the HOHOT Master Plan recommended the removal of the Southernmost Gin building for the benefit of connectivity between the existing downtown Hutto and the proposed plans for the Co-op district.

On page 3.4 of the Master Plan, the following statement is made:

*“...For instance, the original cotton gin occupies a critical location in the site where Farley Street could connect the new Co-op development with Exchange Boulevard but, the significant cost to bring it up to an acceptable level for occupancy could hinder the development of the site.”*

- Heart of Hutto Old Town Master Plan (February 2009) Chapter 3, page 3.4

The Principal Architect of the Design Team, Michael Antenora, contacted Scott Polikov from Gateway Planning Group, who created the Master Plan for Hutto regarding the issue of preservation of the Gin structures. Mr. Polikov's position was that although the topic was debated thoroughly; in the end, the consensus, and thus their recommendation, was that connectivity from historic downtown to the Co-op District was more important to the success of the Master Plan than was the preservation of the Gin structures.

The HOHOT Master Plan illustrates this proposal on pages 3.1 – 3.6 and 4.4.

Based upon our own review of the structures, and our experience working with others similar to these, we concur with the assessments made of the buildings by the previous engineering reports and the Master Plan. However, rather than the outright demolition of the Gin structures, it is our recommendation that key components of these buildings, such as the original trusses can be reused in such a way as to clearly reference and recollect the original Gin buildings. This gave rise to the concept of relocation of select structures to help organize the site, and/or to adaptively reuse components of the structures in the development of the new Municipal Complex.

It is our belief that both of these approaches will continue to feature the significance of these structures in the fabric of the City of Hutto, but in a way that is cost effective and complimentary to the Master Plan and other stated objectives.

It is in this spirit that these structures were assessed with this concept in mind. The following pages contain summarized assessment of each of the existing structures on the Co-op site.

# Co-op Structures

## Primary Cotton Gin Building

### Architectural / Structural Assessment

#### Existing Building Data

The original construction, reportedly in 1949, was rectangular in plan about 24 feet wide by 118 feet long. The roof steel framing is spaced at 13 feet 4-inches on center and consists of steel “Fink” trusses clear spanning the full width of the bay and supported on steel W8 columns.

A later expansion to the north, from the late 1960’s, doubled the width of the building to a total of 53 feet. The expansion framing consists of steel purlins supported on W8 or W10 beams spanning in the north-south direction and supported by the existing columns along the south side and a new row of columns along the north gridline.

The building cladding and roof consist of metal panels. The foundation is a slab on grade with some trenches and pits that have been filled with soil. The slabs and foundations show cracking and some differential movement which will need to be repaired and/or have the cause of the movement rectified. This may include the installation of new structural concrete piers, which will be very costly.

#### Building Condition / Quality

As indicated in the report prepared by QSTECH, the slab surface is deteriorated and the metal panels on the walls and roof show signs of corrosion. The steel framing also show minor signs of corrosion but overall is in fair condition.

The “Fink” steel trusses appear to have adequate structural capacity for continued use or even adaptive use as a component of another structure. Typically, these types of trusses are used for long span conditions to about 50 feet in length; in this case, the trusses are only spanning 24 feet which lead us to believe the design loads were probably greater than typical roof load conditions for a warehouse or industrial structure.

However, if the structure is to be reused as a building for an office use or other similar occupancy, the structure as a whole will very likely need to be reinforced to meet current building code requirements for wind, rigidity, deflection, bracing, seismic and other loads.

#### Code / Life Safety Issues

These structures were designed to accommodate industrial / agricultural processing needs of the surrounding community.

None of them are code compliant for uses other than their intended purpose without significant intervention. As is detailed in the continuing narrative, this would include installation of all new utilities, services and systems necessary to fulfill a new mission.

### Electrical Assessment

#### Summary

Any existing electrical systems and/or components that once served the building are beyond repair and will need to be replaced.

### Mechanical / Plumbing Assessment

#### Summary

The building is primarily in a cold, dark shell condition. Any existing mechanical and plumbing systems that once served the building are beyond repair. New mechanical and plumbing services will need to be installed in the building if any reuse of this structure would require these services.

### Heating Ventilating and Air Conditioning Systems

There is not a functioning HVAC system serving this building.

### Plumbing Systems

There are no existing plumbing systems, or plumbing utility services, for this building.

### Fire Protection Systems

This building does not have an automatic fire suppression system (sprinklers).

### LEED, Green and Sustainable opportunities

The reuse of this structure in place does not offer any LEED points unless it is left alone and reused as an individual building. If the structure had an addition of more than two times it’s current size, LEED points are not available. If, however, the building components are relocated, reused onsite and calculated as though recycled, there is the potential for up to 4 points, out of the minimum 40 required for LEED certification.

Reuse of the building, whether through renovation, preservation, relocation, etc. is a very environmentally sound decision when viewed outside of the LEED criteria.

# Co-op Structures

## Secondary Cotton Gin Building

### Architectural / Structural Assessment

#### Existing Building Data

The building, reportedly erected in 1949, with additions from the late 1960's and 70's, is rectangular in plan about 30 feet wide by 106 feet long. The steel framing is identical to the primary cotton gin building except for the length of the "Fink" roof trusses.

#### Building Condition / Quality

This building shows the same signs of distress as the Primary Cotton Gin Building and as identified in QSTECH report. The overhang at the north side of the building consists of monoslope steel trusses cantilevering from the building columns, these trusses also show some signs of corrosion. However, both the cantilever trusses and interior "Fink" trusses should be adequate to be adaptively reused for new buildings.

As in the primary gin structure, the slabs and foundations show cracking and some differential movement which will need to be repaired and/or have the cause of the movement rectified. This may include the installation of new structural concrete piers, which will be very costly.

#### Code / Life Safety Issues

Given the agricultural processing / industrial nature of the Co-op structures, none of them are code compliant for uses other than their intended purpose without significant intervention.

### Electrical Assessment

#### Summary

Any existing electrical systems and/or components that once served the building are beyond repair and will need to be replaced.

### Mechanical / Plumbing Assessment

#### Summary

The building is primarily in cold dark shell condition. Any existing mechanical and plumbing systems that once served the building are beyond repair. New mechanical and plumbing services will need to be installed in the building if any reuse of this structure would require these services.

#### Heating Ventilating and Air Conditioning Systems

There is not a functioning HVAC system serving this building.

#### Plumbing Systems

There are no existing plumbing systems, or plumbing utility services, for this building.

#### Fire Protection Systems

This building does not have an automatic fire suppression system (sprinklers).

### LEED, Green and Sustainable opportunities

The reuse of this structure in place does not offer any LEED points unless it is left alone and reused as an individual building. If the structure had an addition of more than two times it's current size, LEED points are not available. If, however, the building components are relocated, reused onsite and calculated as though recycled, there is the potential for up to 4 points, out of the minimum 40 required for LEED certification.

Reuse of the building, whether through renovation, preservation or relocation, is a very environmentally sound decision when viewed outside of the LEED criteria.

# Co-op Structures

## The Long Building

### Architectural / Structural Assessment

#### Existing Building Data

The Long Building is rectangular in plan about 40 feet wide by 180 feet long. The entrances are in the east and west face of the building. The building's cladding consists of horizontal deep corrugated metal panels that extend the full height of the building.

The gabled roof consists of a corrugated metal deck. The foundation appears to be a mild-reinforced on-grade concrete foundation. The rigid frames of the metal building are spaced about 20 feet on center and span the full width of the building in the north-south direction. Along the east and west elevations, there are vertical girts spaced at third points between frame that extend from the slab to the top of the wall. The purpose of these girts are to support the internal pressures exerted by the grain on the metal panels. Reportedly, the building was used to store corn grain up to a height of 8 to 10 feet.

#### Building Condition / Quality

The foundation appears to be cracked in some areas but overall in decent condition, a new overlay material and some epoxy injection may be required depending on the final use of this structure.

In general, the framing and metal panels appear in good condition for adaptive reuse. The framing was designed to sustain significant pressures from the grain; therefore, there is structural redundancy in its design making it a particularly stout and readily adaptable for another purpose.

#### Code / Life Safety Issues

The location of this structure on the site is of particular concern. Its proximity to Highway 79 makes this structure less than ideal for reuse in place. Again, as with all of these Co-op structures, they were designed to accommodate industrial / agricultural processing needs of the surrounding community. None of them are code compliant for uses other than their intended purpose without significant intervention. As is detailed in the continuing narrative, this would include installation of all new utilities, services and systems necessary to fulfill a new mission.

### Electrical Assessment

#### Summary

Any existing electrical systems and/or components that once served the building are beyond repair and will need to be replaced.

### Mechanical / Plumbing Assessment

#### Summary

The building is primarily in a cold, dark shell condition. Any existing mechanical and plumbing systems that once served the building are beyond repair. New mechanical and plumbing services will need to be installed in the building if any reuse of this structure would require these services.

### Heating Ventilating and Air Conditioning Systems

There is not a functioning HVAC system serving this building.

### Plumbing Systems

There are no existing plumbing systems, or plumbing utility services, for this building.

### Fire Protection Systems

This building does not have an automatic fire suppression system (sprinklers).

### LEED, Green and Sustainable opportunities

The Grain building offers LEED opportunities in many areas, reuse, renovation and recycling. If the structure had an addition of more than two times its current size, LEED points are not available. If, however, the addition is smaller, or the building components are relocated, reused onsite and calculated as though recycled, there is the potential for up to 4 points, out of the minimum 40 required for LEED certification.

Reuse of the building, whether through renovation, preservation, relocation, etc is a very environmentally sound decision when viewed outside of the LEED criteria.

# Co-op Structures Grain Storage Silos

## Architectural / Structural Assessment

### Existing Building Data

These structures consist of one large 80 foot diameter metal silo & four smaller 42 foot diameter silos that are framed with curved metal panels bolted together and supported along the interior face by vertical steel members evenly spaced along the circumference of the silos.

### Building Condition / Quality

Although we were unable to observe the interior of the Grain Storage Silos, the City-provided report by QSTECH recorded corrosion of the roof panels, some damage to the interior framing as well as deterioration of the slab surface. These conditions seemed normal and typical from the use and later abandonment of these silos.

The exterior metal panels of the silos appear to be in good condition except at their base. Evidence of corrosion was present along the perimeter of the 42 feet diameter silos. At the base of the 80 feet silo the base was reinforced with new welded plates.

Generally grain silos are designed to sustain an interior pressure that will vary depending on the type of grain, but typical equivalent fluid pressures are between 20 to 26 pounds per cubic foot. We believe these silos or portions of these silos can be adaptively reused as needed for the new facilities with some minor retrofit required.

### Code / Life Safety Issues

These silos were designed to accommodate specialized agricultural storage needs. They are not code compliant for uses other than their intended purpose without significant intervention. As is detailed in the continuing narrative, this would include installation of all new utilities, services and systems necessary to fulfill a new mission.

## Electrical Assessment

### Summary

Any existing electrical systems and/or components that once served the building are beyond repair and will need to be replaced.

## Mechanical / Plumbing Assessment

### Summary

The building is primarily in a cold, dark shell condition. Any existing mechanical and plumbing systems that once served the building are beyond repair. New mechanical and plumbing services will need to be installed in the building if any reuse of this structure would require these services.

### Heating Ventilating and Air Conditioning Systems

There is not a functioning HVAC system serving this building.

### Plumbing Systems

There are no existing plumbing systems, or plumbing utility services, for this building.

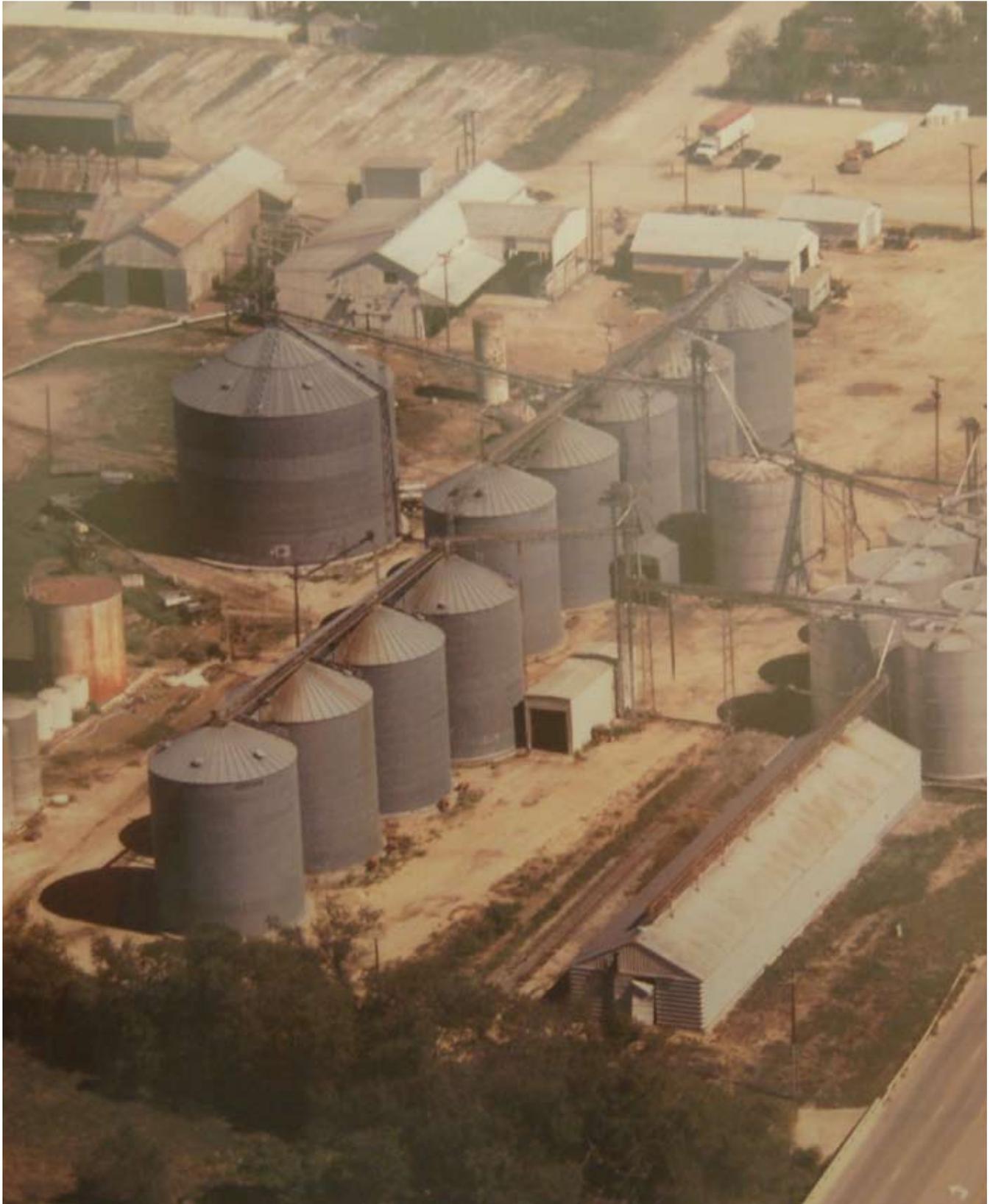
### Fire Protection Systems

This building does not have an automatic fire suppression system (sprinklers).

## LEED, Green and Sustainable opportunities

Both the large and small silos building offers LEED opportunities in many areas including reuse, renovation and recycling. However, the greatest opportunity for LEED points will be in the area of recycling.

Reuse of these structures, whether through renovation, preservation, relocation, etc is a very environmentally sound decision when viewed outside of the LEED criteria.



*Historic Aerial View of the Co-op Site*

# 4

## Co-op Site Analysis

### Introduction

The site provided by the City of Hutto for this project, the historic former Hutto Co-op, offers an exceptional range of features for a mixed use development. This new endeavor, which combines civic, retail and residential, is ideally suited for this site due to the Co-op's:

- Adjacency to Hutto's historic downtown
- Central location within Hutto
- Close proximity to Highway 79

The *Heart of Hutto Oldtown Master Plan* completed in 2009 by ERO further reiterates that:

*"The Co-op's location and connective opportunities will create a symbiotic relationship both between old and new Hutto, and from the city core to the surrounding region."*

We concur with this opinion and are pleased to have these qualities with which to work for this effort.



*View of the Primary Gin Structure at the Co-op Site*

## Physical Site Analysis

The Hutto Co-op Site, as represented in the Site Plan, consists of 18+ acres of land owned by the City of Hutto. This site has 9.3 acres of dedicated drainage easement in the form of a large detention structure along the north and west sides of the Co-op Site.

## Environmental Assessment

The City of Hutto has commissioned the following studies to evaluate the Co-op Site and its existing facilities for potential environmental risk factors:

*Asbestos Survey - May 2002 by Analytical Environmental Services*

*Asbestos Inspection - October 2005 by Professional Services Industries*

*Lead Paint Survey - October 2005 by Professional Services Industries*

*Phase I Environmental Site Assessment - June 2007 by Terracon*

*Limited Subsurface Investigation - August 2007 by Terracon*

This study does not presume to summarize the comprehensive results of several hundred pages of analysis. However we will comment on these with regard to their applicability to the extent and remaining elements of the Co-op Site today. However, our comments in the context of this study do not represent the full content or findings of any of these reports in their complete form.

The Co-op Site's long-term use in the cotton ginning process was the focus of the more recent Environmental Assessment efforts. The two-step evaluation of the site in 2007 did note detectable levels of agricultural chemicals in soil samples; however none of these exceeded the protective concentration levels defined by the Texas Commission on Environmental Quality. Therefore, no further investigation was recommended.

The earliest three reports recorded asbestos and lead inspection results for contaminants within the dozens of structures that populated the Hutto Co-op Site at that time. All structures with notable levels of asbestos or lead have since been demolished. One report noted that the bases of several silos had asbestos containing mastic waterproofing applied. All of these silos, where samples were taken, have since been demolished. However, as the project moves forward with reuse and/or disassembly of existing structures on the Co-op site, all necessary care will need to be taken to address any remaining contaminants.

## Existing Utilities

Few utilities currently serve the Co-op Site. There are existing underground water and wastewater utilities along the southeast border of the Co-op Site. These serve the block bounded by Farley, Short, and West Streets. Also, there is a water line running along the south edge of the site along Highway 79. Otherwise the only existing utilities are overhead pole mounted power lines that parallel Highway 79 and run south of the existing row of four silos.

## Site Grading

As represented by the USGS Topography Map, the site is essentially flat with what was originally a natural draw feature running north to south bisecting the site. This draw has since been developed as a broad, shallow detention pond structure to capture storm water drainage from the residential development to the north of the Co-op Site. A large reinforced concrete drainage structure is located at the southern edge of the pond.

## Storm Water Regulations

The City of Hutto Uniform Development Code [UDC] 2.5.1 defines the provision of underground storm sewers and stipulates flow rates and capacities required.

## Drainage

The Hutto Smart Code encourages systems of natural drainage to allow runoff to flow into planted beds, tree wells, and rainwater cisterns rather than flowing directly to a storm water sewer. Such sustainable practices are fully supported by this effort and are encouraged as the development of the Hutto Co-op Site continues.

## Land Use

The primary strategy posed to this team by the City of Hutto has been one of collaborative development agreements with one or more commercial developers. As described in the Group Lease Opportunities study provided by Don Quick & Associates last year, the strategy of ground leasing provides developers with a long-term lease of the property in exchange for tenant improvement. This strategy also provides that the City of Hutto retains ownership of the property.

## Zoning

The Co-op site and adjacent dedicated drainage easement are designated as the "Co-op District" in the official City of Hutto Zoning map.

## Current and Future Land Use

The Hutto Co-op Site ceased to operate actively as an agricultural Co-operative in 2003. Since that time it has been acquired by the City of Hutto for the purpose of developing a higher density downtown core. The repurposed Co-op site will act as home to a new mixed-use district, blending commercial and residential development with a new Municipal Center and City Park space.

## Public Transportation

While it is likely that Hutto will have some form of public transportation in its future, there have been no transit studies to define the population milestones that would trigger the economic viability of such a system. Such a system could be either city-based, or perhaps managed through a regional transportation authority. Regardless, the centrally located Co-op Site is well situated to capitalize on future public transit systems.

## Rail

The Crossings at Carmel Creek PUD Agreement reserves land for possible future use as a commuter rail station. However, this rail station reservation was not based on any plan to bring transit to Hutto. Rather, it was based on a mutual understanding between the City and the developer that at some point transit would be needed in Hutto. As well as the understanding that rail transit was an attractive amenity to the mixed-use Crossings. Such a transit node could readily be linked by shuttle service to the Co-op District and points throughout Hutto.

However, if the transit station site is not used by June 1, 2017, or if the site is released by the City for any other purpose, the land uses and development standards will be applicable and the developer may develop the site. Given the current economic conditions, 2017 may come too quickly to allow the Central Texas commuter rail infrastructure to mature.

## “Brownfield Site” Status

The EPA defines a Brownfield as follows:

*“With certain legal exclusions and additions, the term “Brownfield Site” means real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.”*

Terracon Consulting Engineers, the author of both the Phase I and Phase II Site Assessments, has indicated that the levels of agricultural contaminants was below the standard to warrant remediation (clean-up). Therefore the site does not meet the criteria described in the EPA definition of “Brownfield Site”



*Large Grain Storage Silo on the Co-op Site*



*Historic Image of the Co-op site*

# 5

## Facility Space Needs

### Space Needs Summary

This study is to assess the facilities needed to provide public services to the rapidly expanding population of the City of Hutto. This is based on the evaluation of the operations of city government as well as the projected staffing levels required to serve the Citizens of Hutto as the community grows. This section presents the results of those departmental projections and their commensurate space requirements.

Staffing levels and services proposed by this study are the result of months of collaborative planning with key city staff members representing each city department. Key components of this planning process included:

- Distribution of departmental questionnaires to key city staff to guide departmental programming goals
- Department-specific planning meetings to set staffing levels and services in five-year increments through 2025
- Detailed comparisons of staffing levels and services with those of other Texas communities with similar populations in five year increments through 2025

### Departmental Programming Tables

Each city department is represented by one or more departmental programming tables that contain information pertaining to projected staff positions and support spaces. These are shown in five-year increments through 2025.

### Adjacency Diagrams

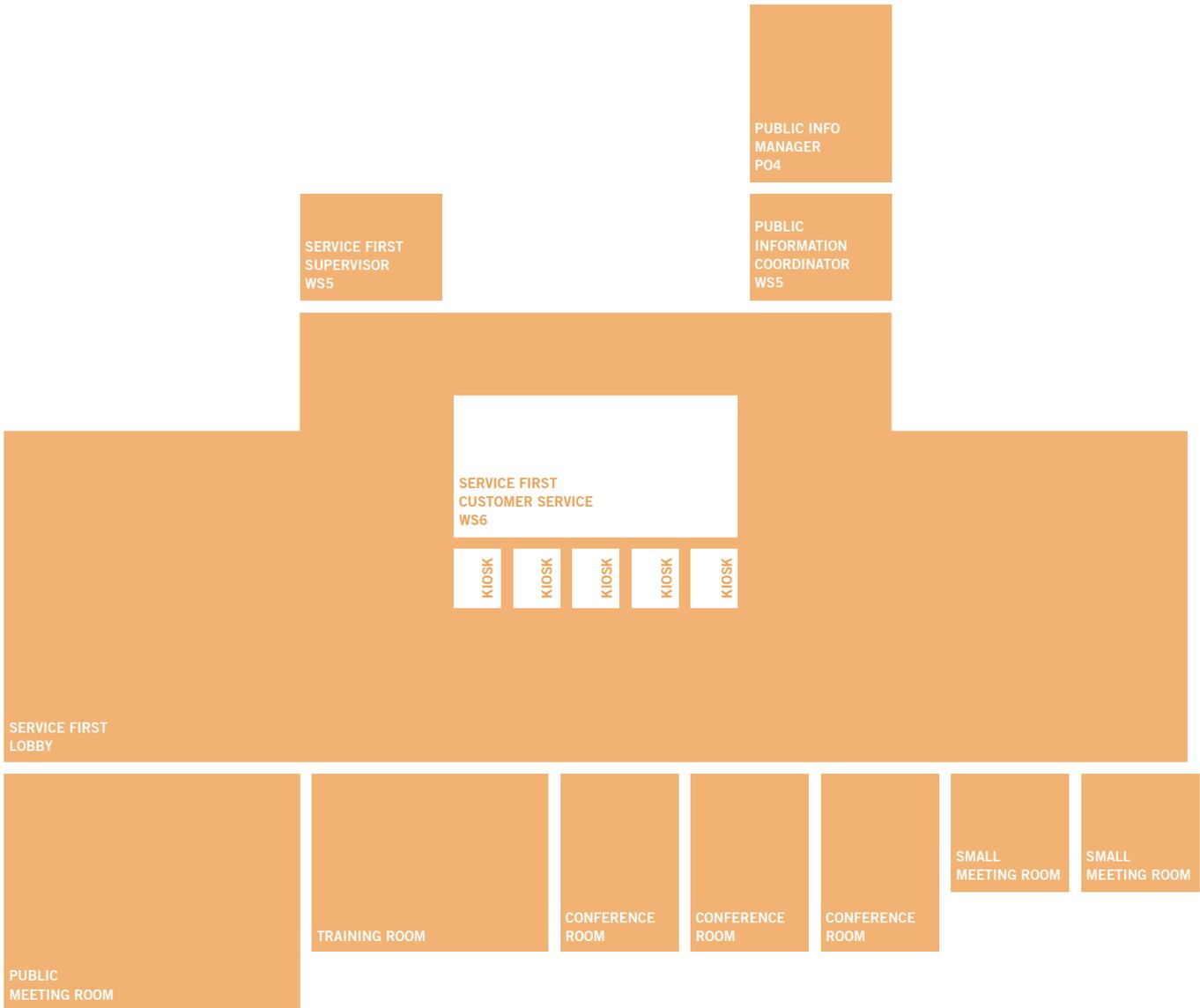
Simplified block diagrams are included to represent the preferred arrangement of staff and support spaces to one another. While the blocks are shown at a common scale, the diagrams do not represent floor plans. Listed below each adjacency diagram are staff-requested operational adjacencies to spaces outside their department.

### Space Prototypes

Space prototypes are standardized work areas that are assigned per staff member. These prototypes are the building blocks that generate the areas required by each department. Diagrams of these space prototypes are included along with the Programming Tables and Adjacency Diagrams and are consolidated at the back of this section for reference.

# City Administration

## Service First/Public Information Division *adjacency diagram*



**Requested Adjacencies:**

*Service First Lobby* to be adjacent to *City Secretary, City Council, City Manager's Lobby, Council Chambers, Development Services & Utility Billing*

*Public Info Manager - Public Info Coordinator* to be adjacent to *IT Division*

# City Administration Departmental Programming Table - part 1

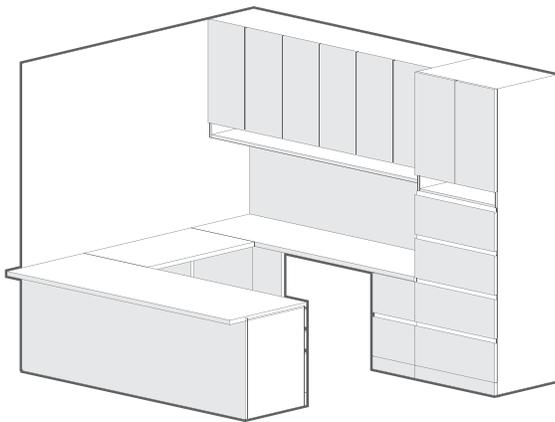
DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Service First	Supervisor		1	1	1	0	144	144	144	PO3	0	
	Customer Service	2	4	6	8	72	144	216	288		0	
	Kiosks (in Service First Lobby)	5	5	5	5	0	0	0	0		0	
	Small Meeting Room	2	2	2	2	200	200	200	200		0	
	Conference Room	3	3	3	3	450	450	450	450		0	
	Training Room	1	1	1	1	400	400	400	400		0	
	Public Meeting Room	1	1	1	1	500	500	500	500		0	
	Service First Lobby	1	1	1	1	3,000	3,000	3,000	3,000		0	
Public Info.	Public Information Mgr.				1	0	0	0	180	PO4	0	
	Public Information Coord.		1	1	1	0	108	108	108	WS5	0	

colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

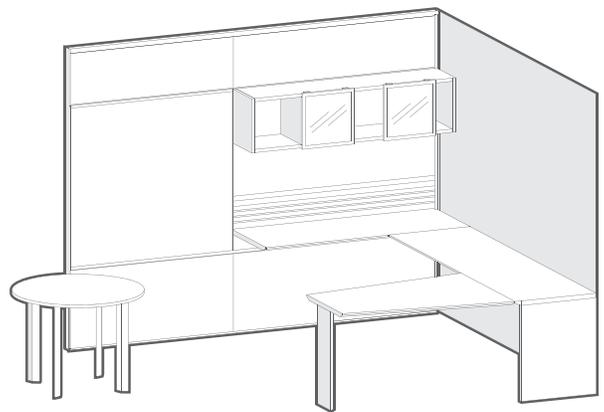
20,000	30,000	40,000	50,000
PROJECTED POPULATION			

## System Furniture

*axonometric diagrams*



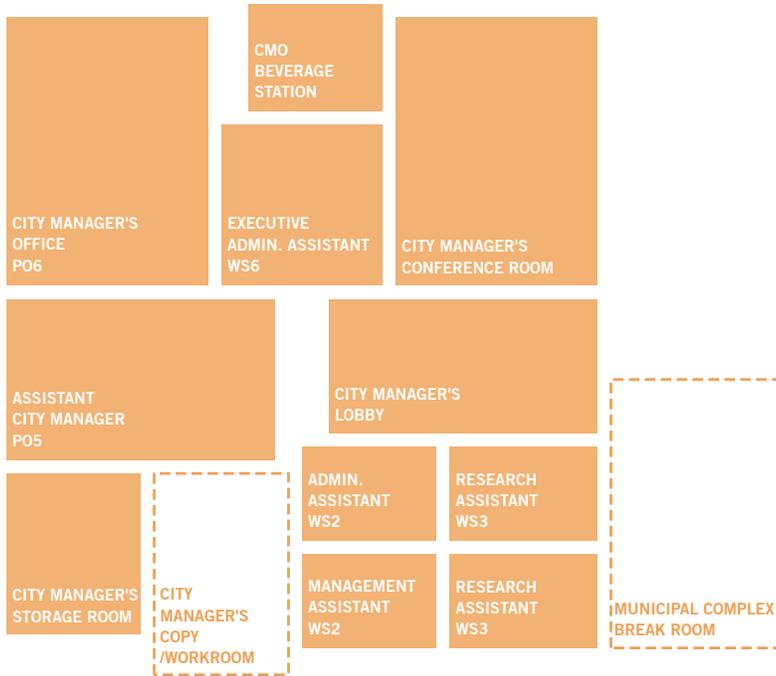
**P03**



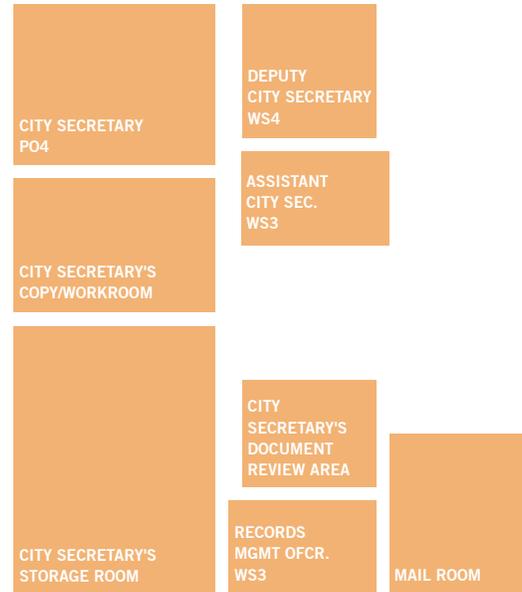
**P04**

# City Administration

## City Manager's Division adjacency diagram



## City Secretary's Division adjacency diagram



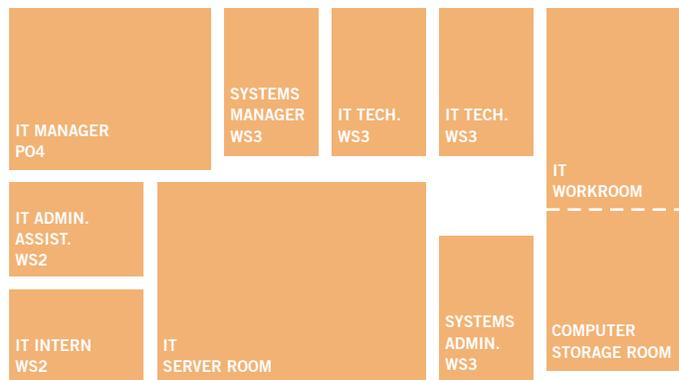
Requested Adjacencies:  
*City Secretary* to be adjacent to *City Council*,  
*City Manager & Service First Lobby*

## HR Division adjacency diagram



Requested Adjacencies:  
*HR Staff* to *Accounting Staff*

## IT Division adjacency diagram



Requested Adjacencies:  
*IT Staff* to *GIS Division*  
*IT Division* to be centrally located  
*IT Workroom* to computer storage

# City Administration Departmental Programming Table - part 2

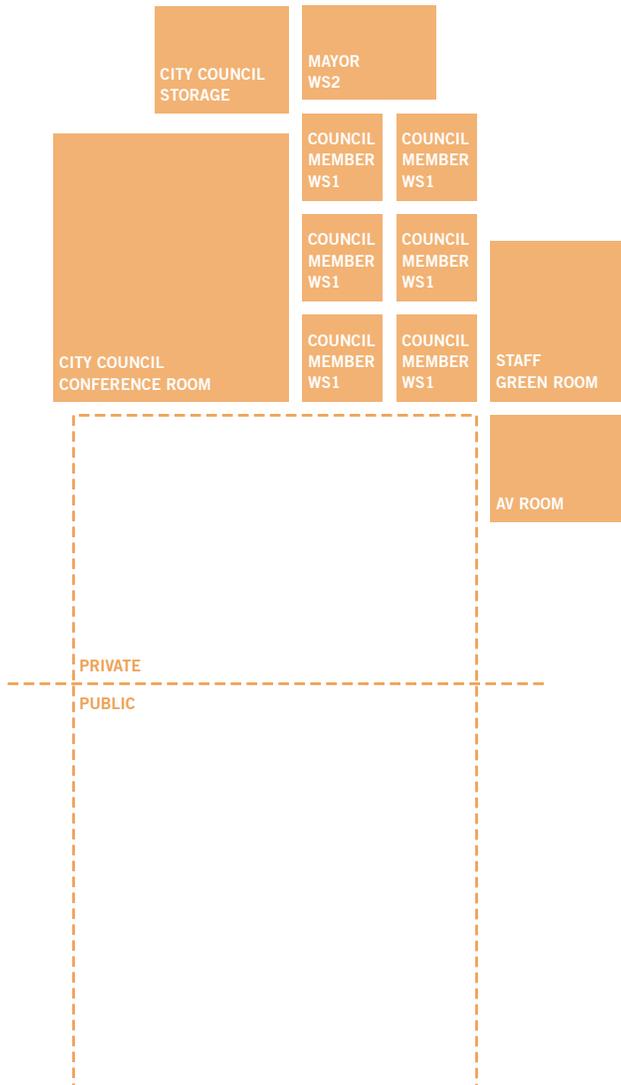
DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
City Manager	City Manager	1	1	1	1	300	300	300	300	PO6	356	
	Assistant City Manager	1	1	1	1	240	240	240	240	PO5	218	
	Executive Admin. Assist.	1	1	1	1	144	144	144	144	WS6	151	
	Research Assistant	0.5	1.5	2	2	77	154	308	616	WS3	69	
	Admin. Assistant	1	1	1	1	70	70	70	70	WS2	127	
	Management Assistant			1	1	0	0	70	70	WS2	0	
	CMO Conference Room	1	1	1	1	300	300	300	300		141	
	CMO Storage Room	1	1	1	1	120	120	120	120		0	
	CMO Lobby	1	1	1	1	200	200	200	200		0	
	CMO Beverage Station	1	1	1	1	80	80	80	80		0	
	Copy/Workroom	1	1	1	1	150	150	150	150		0	
	Break Room	1	1	1	1	250	250	250	250		116	
	General City Storage (offsite)	1	1	1	1	500	500	500	500		0	
	Event Storage (offsite)	1	1	1	1	300	300	300	300		0	
City Secretary	City Secretary	1	1	1	1	180	180	180	180	PO4	169	
	Deputy City Sec.		1	1	1	0	100	100	100	WS4	0	
	Assist. City Sec.	0.5	0.5	0.5	0.5	77	77	77	77	WS3	0	
	Records Mgmt. Ofcr.		1	1	1	0	77	77	77	WS3	0	
	City Sec. Storage Room	1	1	1	1	300	300	300	300		0	
	Copy/Workroom	1	1	1	1	150	150	150	150		153	
	Mailroom	1	1	1	1	120	120	120	120		0	
	Document Review Area	1	1	1	1	80	80	80	80		0	
Human Resources	Director/Manager		1	1	1	0	240	240	240	P05	0	
	HR Analyst			1	1	0	0	77	77	WS3	0	
	HR Generalist	1	2	2	4	77	154	154	308	WS3	111	
Information Technology	IT Manager		1	1	1	0	180	180	180	PO4	0	
	Systems Manager (IT Analyst)	1	1	1	1	77	77	77	77	WS3	69	
	Systems Admin.		1	1	1	0	77	77	77	WS3	0	
	IT Tech (IT Specialist)	1	1	2	2	77	77	154	154	WS3	69	
	Admin. Assistant			1	1	0	0	70	70	WS2	0	
	Intern				1	0	0	0	70	WS2	0	
	IT Workroom	1	1	1	1	150	150	150	150		0	
	Computer Storage Room	1	1	1	1	120	120	120	120		0	
	Server Room	1	1	1	1	240	240	240	240		119	

 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

# City Administration

## City Council *adjacency diagram*



Requested Adjacencies:

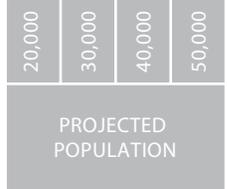
*City Council* to be adjacent to *City Secretary & City Manager*

*Council Chambers* to be adjacent to *Municipal Court Staff & Public Lobby*

# City Administration Departmental Programming Table - part 3

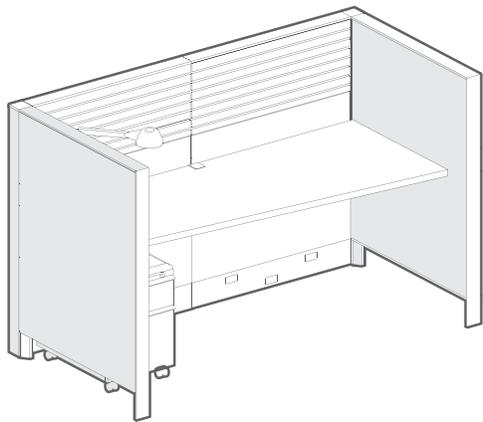
DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
City Council	Mayor	1	1	1	1	70	70	70	70	WS2	36	
	Council Member	6	6	6	6	216	216	216	216	WS1	0	
	Council Conference Room	1	1	1	1	300	300	300	300		141	
	Council Chambers	1	1	1	1	1,500	1,500	1,500	1,500		628	
	Staff Green Room	1	1	1	1	150	150	150	150		0	
	Council Storage Room	1	1	1	1	80	80	80	80		0	
	AV Room	1	1	1	1	80	80	80	80		0	
Municipal Complex Total:		18	29	35.5	41.5	10,597	11,749	12,269	13,053		2,673	
Remote Facilities Total:		0	0	0	0	800	800	800	800			
Department Net Square Footage Total:		18	29	35.5	41.5	11,397	12,549	13,069	13,853			
Department Gross Square Footage Total:						13,676	15,059	15,683	16,624			

colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

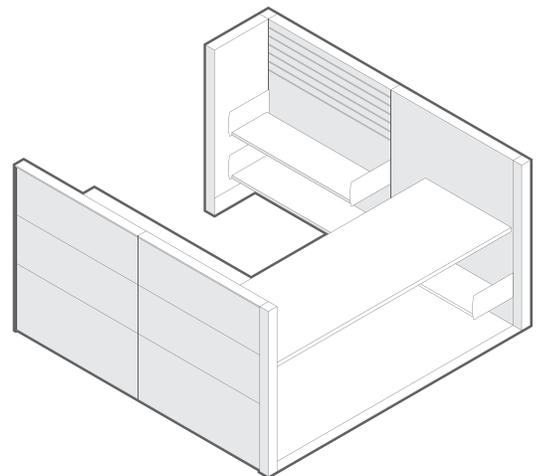


## System Furniture

*axonomic diagrams*



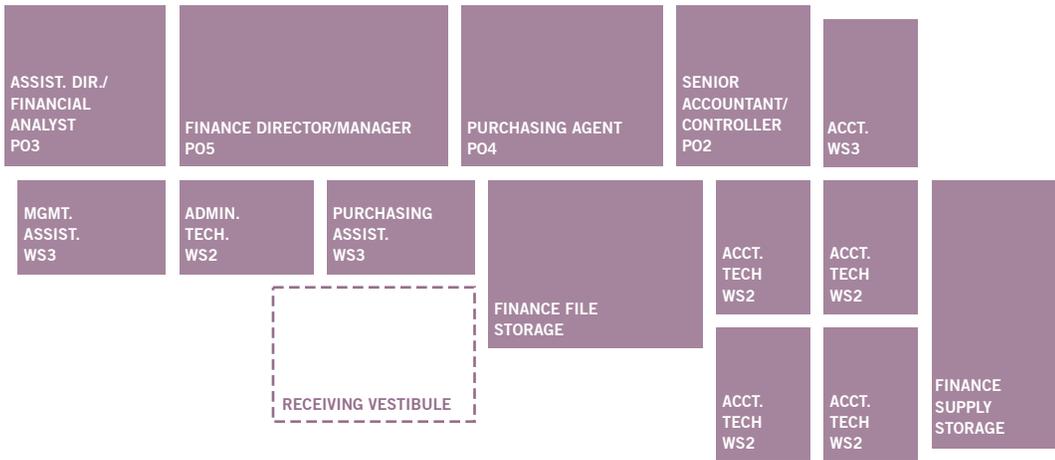
**WS1**



**WS2**

# Finance Department

## Accounting and Purchasing Divisions *adjacency diagram*



## Purchasing Warehouse *adjacency diagram*



Requested Adjacencies:

*Municipal Court* to be adjacent to *Service First Lobby, City Council Staff, Public Safety*

# Finance Departmental Programming Table - part 1

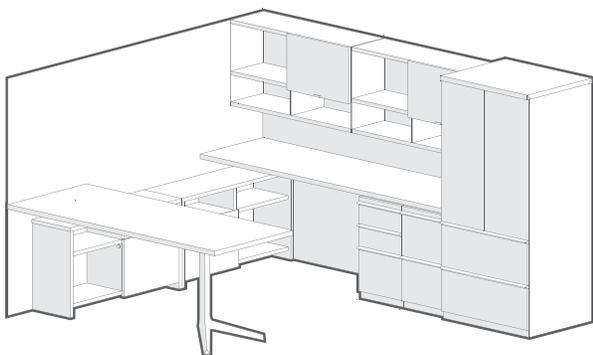
DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Administration	Director/Manager	1	1	1	1	240	240	240	240	P05	92	
	Management Assistant	1	1	1	1	77	77	77	77	WS3	97	
	Asst. Director/Fin Analyst		1	1	1	0	144	144	144	P03	0	
	Finance File Storage	1	1	1	1	200	200	200	200		0	
	Off Site/Long Term Record Storage <i>(offsite)</i>	1	1	1	1	500	500	500	500		0	
Acct./ Internal Svcs.	Senior Accountant/Controller		1	1	1	0	120	120	120	P02	96	
	Accountant	1	1	1	1	77	77	77	77	WS3	179	
	Accounting Tech.	1	2	3	4	70	140	210	280	WS2	117	
Purchasing	Purchasing Agent	1	1	1	1	180	180	180	180	P04	91	
	Purchasing Asst.		1	1	1	0	77	77	77	WS3	0	
	Admin. Tech.				0.5	0	0	0	70	WS2	0	
	Receiving Vestibule	1	1	1	1	50	50	50	50		0	
	Supply Storage	1	1	1	1	150	150	150	150		0	
Purchasing Warehouse <i>(all offsite)</i>	Warehouse Super				1	0	0	0	108	WS5	0	
	Warehouse Clerks				2	0	0	0	154	WS3	0	
	Purchasing Warehouse				1	0	0	0	500		0	

colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

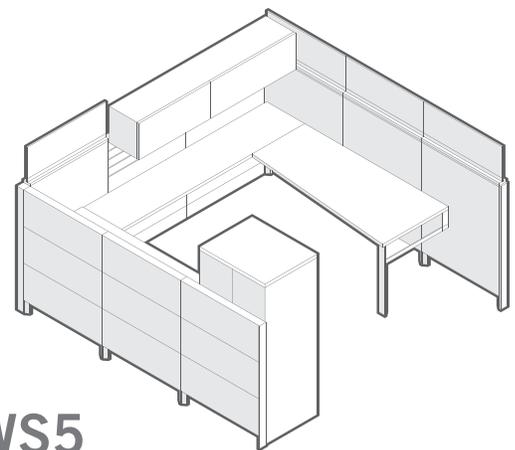
20,000	30,000	40,000	50,000
PROJECTED POPULATION			

## System Furniture

*axonomic diagrams*



**P02**



**WS5**

# Finance Department

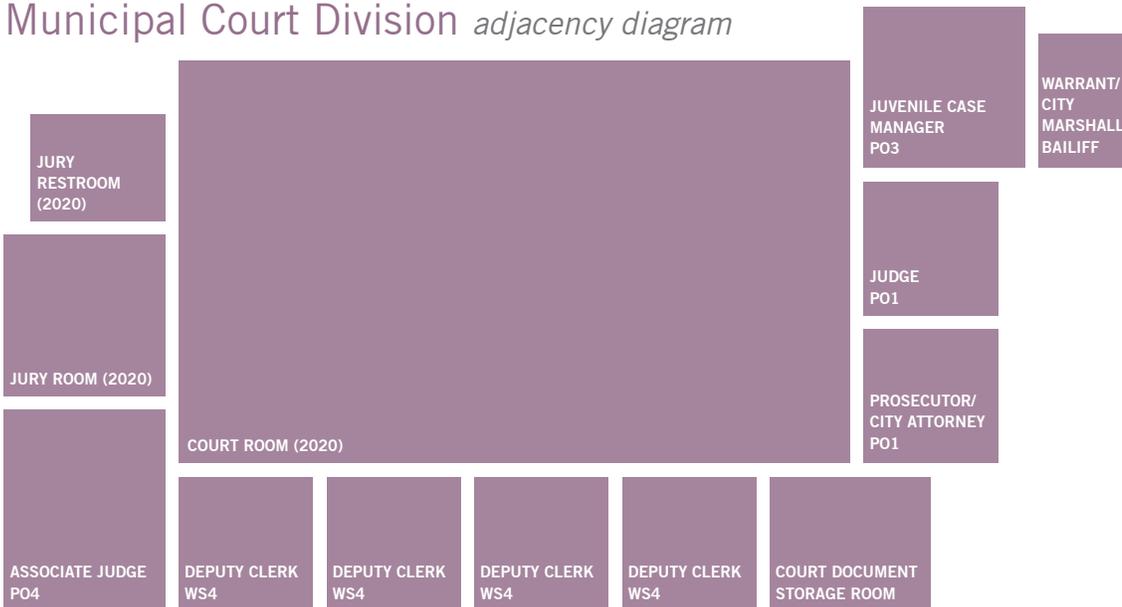
## Utility Billing Division *adjacency diagram*



Requested Adjacencies:

*Utility Billing* to be adjacent to *Accounting*, *Service First Lobby & Mail Room*

## Municipal Court Division *adjacency diagram*



Requested Adjacencies:

*Municipal Court* to be adjacent to *Service First Lobby*, *City Council Staff & Public Safety*

# Finance Departmental Programming Table - part 2

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Utility Billing	Customer Svc. Manager/Super.	1	1	1	1	144	144	144	144	PO3	54	
	Utility Account Specialist	1	3	3	4	77	231	231	308	WS3	55	
	Billing Coordinator	1	1	1	1	77	77	77	77	WS3	55	
	Utility Billing Printers/Workroom	1	1	1	1	120	120	120	120		0	
	Utility Billing Safe ( <i>in storage room</i> )	1	1	1	1	30	30	30	30		0	
	Utility Billing Storage Room	1	1	1	1	150	150	150	150		0	
Municipal Court	Administrator/Assoc. Judge	1	1	1	1	180	180	180	180	PO4	164	
	Deputy Clerk	1	2	3	4	100	200	300	400	WS4	164	
	Juvenile Case Manager		1	1	1	0	144	144	144	P03	0	
	Warrant/City Marshall/Bailiff		0.5	0.5	0.5	0	70	70	70	WS2	0	
	Judge	1	0.5	0.5	0.5	100	100	100	100	P01	82	
	Prosecutor/City Attorney	1	0.5	0.5	0.5	100	100	100	100	P01	82	
	Court Room	1	1	1	1	1,500	1,500	1,500	1,500		628	
	Jury Room	1	1	1	1	144	144	144	144		0	
	Jury Restroom			1	1	0	0	80	80		0	
	Court Document Storage Room	1	1	1	1	120	120	120	120		0	
Municipal Complex Total:		11	19.5	21.5	25	3,886	4,765	5,015	5,332			
Remote Facilities Total:		0	0	0	3	500	500	500	1,262			
Department Net Square Footage Total:		11	19.5	21.5	28	4,386	5,265	5,515	6,594		1,956	
Department Gross Square Footage Total:						5,263	6,318	6,618	7,913			
						20,000	30,000	40,000	50,000			
						PROJECTED POPULATION						
		<div style="display: flex; justify-content: space-between;"> <div style="width: 15%;"> colored rows signify requested spaces for personnel</div> <div style="width: 15%;"> monochromatic rows signify requested support spaces</div> </div>										

# Development Services

## Administration Division

adjacency diagram



## Planning Division

adjacency diagram



## GIS Division

adjacency diagram



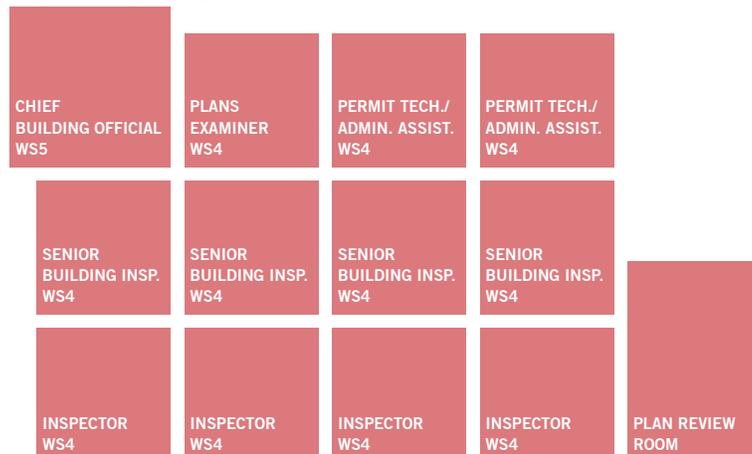
## Engineering Division

adjacency diagram



## Building Inspection Division

adjacency diagram



# Development Services Departmental Programming Table

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Administration	Director (Dir. of Dev. Svcs.)		1	1	1	0	240	240	240	PO5	115	
	Development Coordinator	1	1	1	1	144	144	144	144	PO3	112	
	Development Services Lobby	1	1	1	1	120	120	120	120		275	
	Copy/Fax Room	1	1	1	1	80	80	80	80		50	
	Dev. Services Drawing and File Storage	1	1	1	1	350	350	350	350		32	
Planning	Planning Manager	1	1	1	1	144	144	144	144	PO3	198	
	Senior Planner		1	1	1	0	100	100	100	WS4	0	
	Planner II & I	2	2	2	2	200	200	200	200	WS4	140	
	Planning Tech				1	0	0	0	70	WS2	0	
	Admin Asst/Coordinator (Dev. Asst.)		1	1	1	0	77	77	77	WS3	0	
	Zoning Inspector				1	0	0	0	100	WS4	0	
GIS	Manager (GIS Coordinator)				1	0	0	0	108	WS5	0	
	Senior Tech (GIS Analyst)	1	1	1	1	100	100	100	100	WS4	0	
	Tech			1	1	0	0	70	70	WS2	88	
	Interns		1	1	2	0	70	70	140	WS2	0	
	Plotter/Supply Room	1	1	1	1	100	100	100	100		50	
Engineering	City Engineer	0.5	1	1	1	144	144	144	144	PO3	144	
	Asst. City Engineer				1	0	0	0	100	WS4	0	
	Project Engineer		1	1	2	0	70	70	140	WS2	0	
	Senior Construction Inspector		1	1	1	0	70	70	70	WS2	0	
	Construction Inspector	1	1	1	2	70	70	70	140	WS2	83	
	Admin Asst/Coordinator		1	1	1	0	77	77	77	WS3	0	
	Engineer Tech		1	1	2	0	70	70	140	WS2	86	
Building Inspection	Chief Building Official	0.5	1	1	1	144	144	144	144	PO3	60	
	Plans Examiner				1	0	0	0	100	WS4	0	
	Permit Technician/Admin. Asst	1	1	2	2	100	100	200	200	WS4	60	
	Senior Building Insp.	1	2	3	4	100	200	300	400	WS4	60	
	Inspector	1	2	3	4	100	200	300	400	WS4	0	
	Plan Review Space	1	1	1	1	150	150	150	150		0	
Municipal Complex Net Square Footage Total:		10	21	25	36	2,046	3,020	3,390	4,348		2,034	
Department Gross Square Footage Total:						2,455	3,624	4,068	5,218			

 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

# Public Works

at Municipal Complex *adjacency diagram*



at Remote Facility *adjacency diagram*



# Public Works Departmental Programming Table - part 1

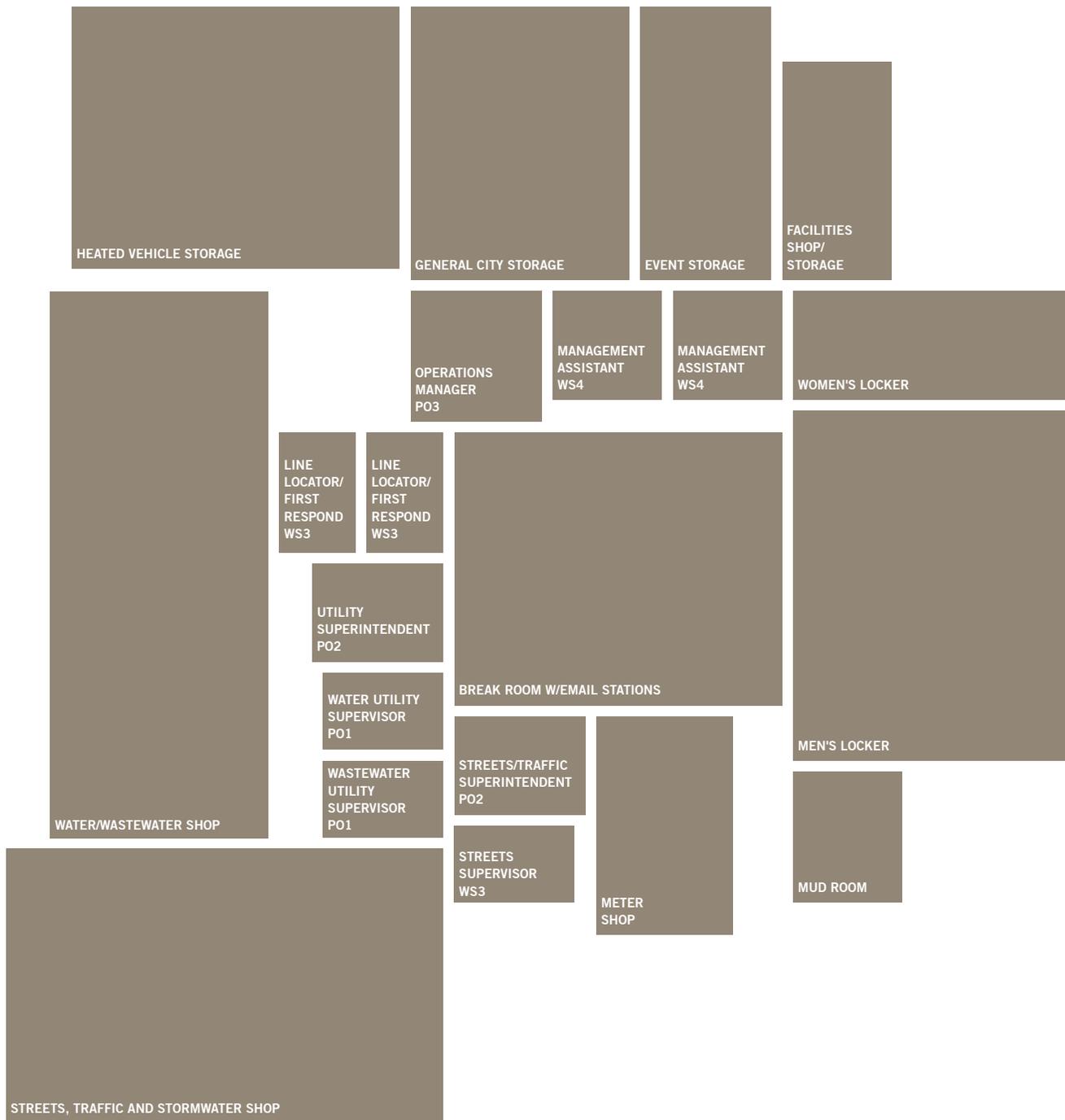
DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Service Center Administration (all offsite)	Operations Manager	0.5	1	1	1	144	144	144	144	PO3	144	
	Management Assist.	1	1	1	2	100	100	100	200	WS4	159	
	Line Locator/First Responder	0.5	1	1	2	77	77	77	154	WS3	0	
	Mud Room	1	1	1	1	120	120	120	120		0	
	Break Room w/ Email Stations	1	1	1	1	750	750	750	750		176	
	Shop Women's Locker	1	1	1	1	250	250	250	250		49	
	Shop Men's Locker	1	1	1	1	800	800	800	800		48	
Water/Wastewater (all offsite)	Util. Superintendent	1	1	1	1	120	120	120	120	PO2	83	
	Wastewater Utility Supervisor			1	1	0	0	100	100	PO1	0	
	Wastewater Crew Leader				1	0	0	0	0		0	
	Wastewater Utility Techs	2	4	6	8	0	0	0	0		0	
	Waterwater Electricians		1	1	2	0	0	0	0		0	
	Wastewater Water Quality Tech				1	0	0	0	0		0	
	Water Utility Supervisor		1	1	1	0	100	100	100	PO1	0	
	Water Crew Leader				1	0	0	0	0		0	
	Water Utility Tech Worker	2	4	6	8	0	0	0	0		0	
	Heated Vehicle Storage	2	2	2	2	720	720	720	720		0	
	Water/Wastewater Shop	1	1	1	1	1,000	1,000	1,000	1,000		0	
Streets, Traffic & Stormwater Streets/Drainage (all offsite)	Superintendent	1	1	1	1	120	120	120	120	PO2	83	
	Supervisor (Streets Supervisor)				1	0	0	0	100	PO1	0	
	Crew Leader	2	3	3	4	0	0	0	0		0	
	Maint. Workers (Street Maint. Tech)	3	6	8	10	0	0	0	0		0	
	Signal Tech				1	0	0	0	0		0	
	Crew Leader				1	0	0	0	0		0	
	Traffic Tech (Signage)				1	0	0	0	0		0	
Streets/Traffic and Stormwater Shop	1	1	1	1	1,000	1,000	1,000	1,000		0		
Meter Services (all offsite)	Meter Shop Tech	0.5	0.5	1	1	0	0	0	0		0	
	Meter Tech				1	0	0	0	0		0	
	Meter Shop	1	1	1	1	0	250	250	250		0	
	Existing Shop	1	1	1	1	0	0	0	0		6,562	

 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

# Public Works

at remote facility *adjacency diagram*



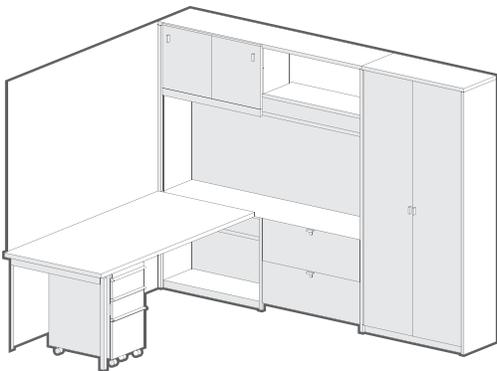
# Public Works Departmental Programming Table - part 2

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Admin.	Director of Public Works	0.5	1	1	1	240	240	240	240	PO5	0	
	Management Assist.		1	1	1	0	100	100	100	WS4	0	
	Reception Area	1	1	1	1	100	100	100	100		0	
	Mud Room	1	1	1	1	120	120	120	120		0	
Fleet (all offsite)	Head Mech.		1	1	2	0	100	100	200	PO1	0	
	Tech. Staff/Mech.		1	2	2	0	0	0	0		0	
	Fleet Manager/Supervisor		1	1	1	0	100	100	100	PO1	0	
	Flammable Liquid Storage		1	1	1	0	200	200	200		0	
	Fleet Service Bays and Storage		1	1	1	0	5,000	5,000	5,000		0	
Facilities	Manager/Superintendent		1	1	1	0	100	100	100	PO1	0	
	Facilities Shop/Storage (offsite)		1	1	1	0	200	200	200		34	
Municipal Complex Totals:		0.5	2	2	2	460	660	660	660		600	
Remote Facilities Totals:		14	29	37	56	5,201	11,251	11,251	11,628		6,738	
Department Totals:		14	31	39	58	5,661	11,811	11,911	12,288		7,338	
Department Gross Square Footage Totals:						6,793	14,173	14,293	14,746			

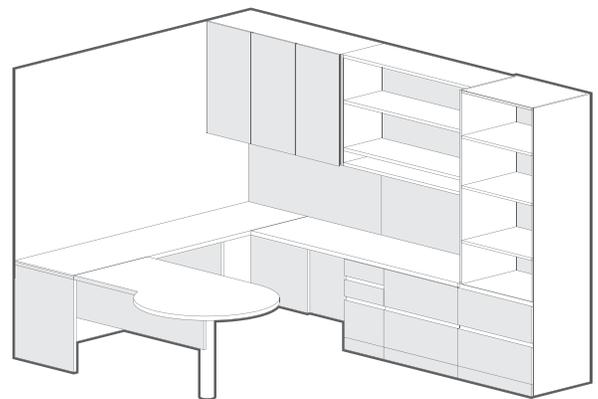
colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

## System Furniture axonometric diagrams



**P01**



**P05**

# Parks and Recreation

at Municipal Complex *adjacency diagram*



at Park Facility *adjacency diagram*



at Remote Support Facility *adjacency diagram*



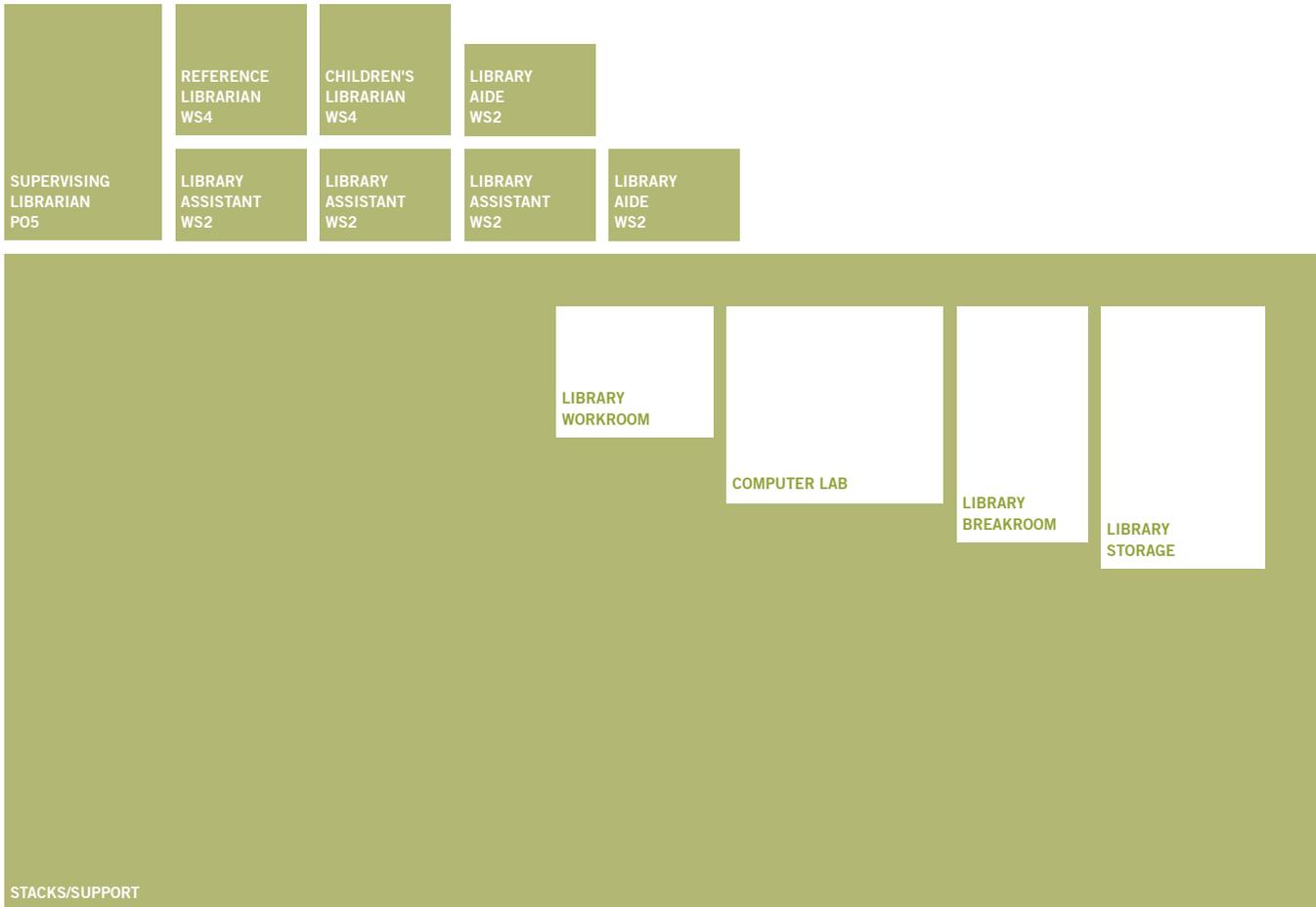
# Parks and Recreation Departmental Programming Table - part 1

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Administration	Director of Parks and Rec.	1	1	1	1	144	144	144	144	PO3	70	
	Sr. Admin. Assist.		1	1	1	0	100	100	100	WS4	0	
	Admin. Assistant	1	0.5	0.5	1	70	70	70	70	WS2	70	
	Park Manager		0.5	1	1	0	77	77	77	WS3	0	
	Recreation Manager		1	1	1	0	77	77	77	WS3	0	
	Rec. Program Coordinator	1	1	1	1	77	77	77	77	WS3	70	
	Rec. Program Coord. Workstation (offsite)	1	1	1	1	77	77	77	77	WS3	70	
	Parks and Rec. Community Room (offsite)	1	1	1	1	500	500	500	500		390	
	Rec. Equipment Storage Room (offsite)	1	1	1	1	300	300	300	300		389	
Parks Maintenance & Operations (all offsite)	Parks Supervisor		0.5	0.5	1	0	77	77	77	WS3	0	
	Parks Specialist	1	1	1	1	70	70	70	70	WS2	77	
	Streetscape Maint.			1	1	0	0	0	0		0	
	Maint. Worker	2	4	6	8	0	0	0	0		150	
	Sports Turf Manager	1	1	1	1	0	0	0	0		0	
	Mud Room	1	1	1	1	120	120	120	120		0	
	Break Room w/ Email Stations	1	1	1	1	550	550	550	550		0	
	Parks Maint. Women's Locker	1	1	1	1	400	400	400	400		0	
	Parks Maint. Men's Locker	1	1	1	1	600	600	600	600		0	
	Mower/Equipment Storage	1	1	1	1	1,000	1,000	1,000	1,000		0	
	Irrigation Parts Storage	1	1	1	1	300	300	300	300		0	
	Small Equip./Tool Storage	1	1	1	1	500	500	500	500		0	
	Athletic Field Marking Storage	1	1	1	1	300	300	300	300		0	
	Chemical Storage	1	1	1	1	1,000	1,000	1,000	1,000		0	
	Fertilizer/Seed Storage	1	1	1	1	500	500	500	500		0	
	Flammable Liquid Storage	1	1	1	1	150	150	150	150		0	
						20,000	30,000	40,000	50,000			
						PROJECTED POPULATION						

 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

# Parks and Recreation *adjacency diagrams*

## Library *adjacency diagram*



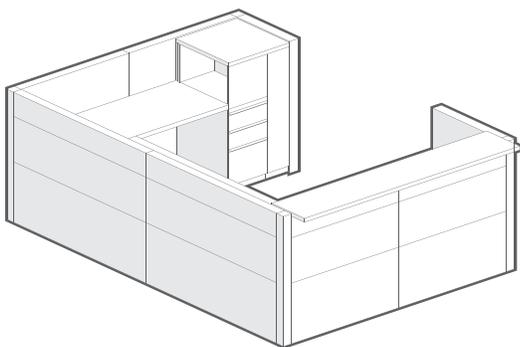
# Parks and Recreation Departmental Programming Table - part 2

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Library (all offsite)	Supervising Librarian	1	1	1	1	216	216	216	216	P05	70	
	Reference Librarian				1	0	0	0	100	WS4	0	
	Children's Librarian		1	1	1	0	100	100	100	WS4	0	
	Library Assistant	0.5	1	2	3	70	70	140	210	WS2	50	
	Library Aides		2	2	2	0	140	140	140	WS2	0	
	Library Stacks/Support	1	5	7	9	9,704	15,363	21,017	26,877		4,002	
Municipal Complex Total:		3	5	5.5	6	291	545	545	545		0	
Remote Facilities Total:		4	6.5	9.5	12	6,367	6,444	6,444	6,444		1,286	
Library Total:		1.5	5	6	8	9,990	15,889	21,613	27,643		4,122	
Department Net Square Footage Total:		8.5	16.5	21	26	16,648	22,878	28,602	34,632		5,408	
Department Gross Square Footage Total:						19,978	27,454	34,322	41,558			

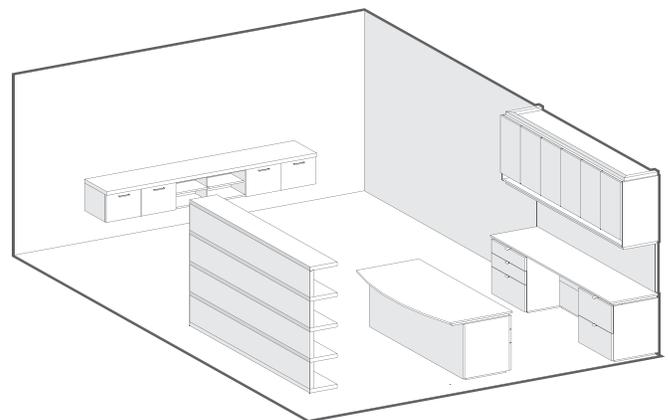
colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

## System Furniture *axonomic diagrams*



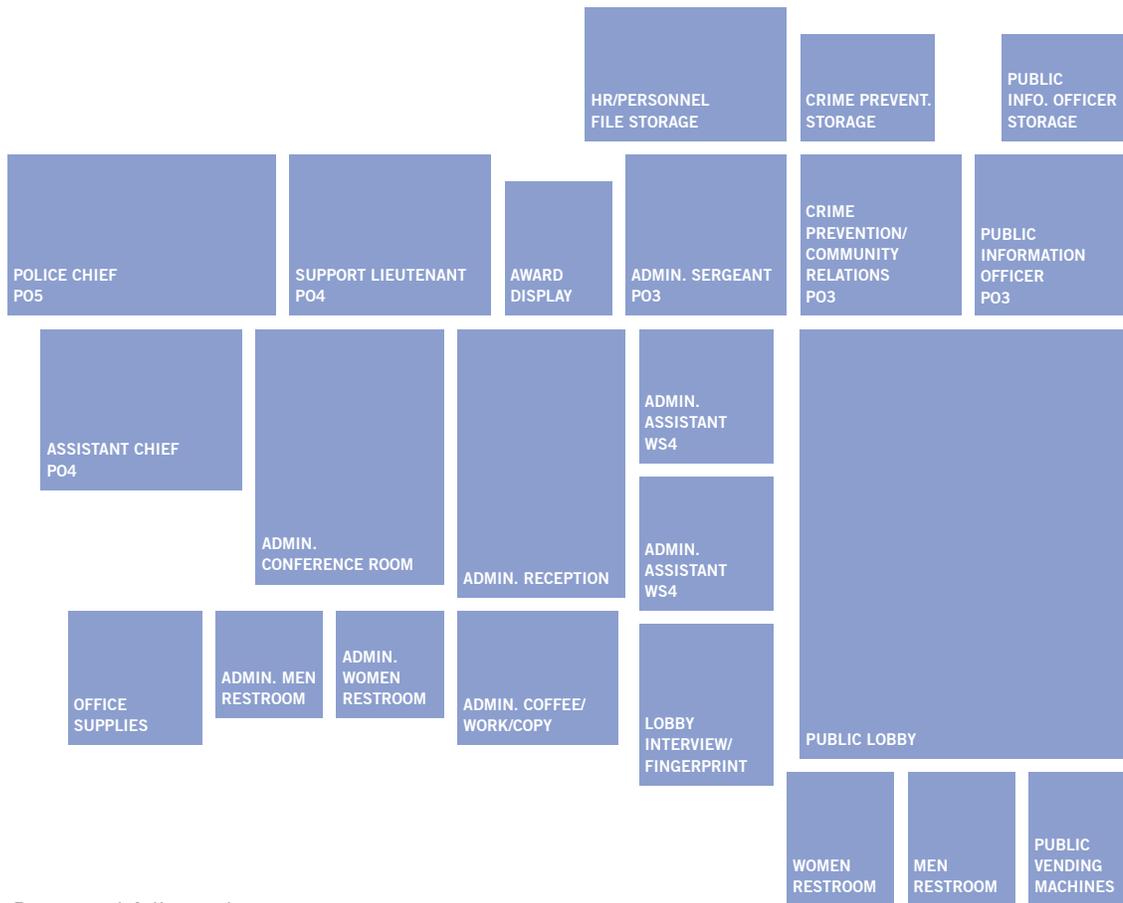
**WS4**



**P06**

# Public Safety

## Admin./Crime Prevention *adjacency diagram*



Requested Adjacencies:

*Public Safety Admin.* to be adjacent to *Criminal Investigations, Patrol & Public Safety Support*

# Public Safety Departmental Programming Table - part 1

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Administration	Chief	1	1	1	1	240	240	240	240	PO5	237	
	Assistant Chief			1	1	0	0	180	180	PO4	0	
	Support Lieutenant	1	1	1	1	180	180	180	180	PO4	154	
	Admin. Sergeant		1	1	1	0	144	144	144	PO3	0	
	Public Information Officer				1	0	0	0	144	PO3	0	
	Admin. Assist	1	1	2	2	100	100	200	200	WS4	154	
	Admin. Restroom	1	1	2	2	65	65	130	130		0	
	Admin. Conference Room	1	1	1	1	264	264	264	264		0	
	Admin. Reception	1	1	1	1	250	250	250	250		0	
	Coffee/Work/Copy	1	1	1	1	120	120	120	120		0	
	Office Supplies	1	1	1	1	100	100	100	100		0	
	PIO Storage				1	0	0	0	80		0	
	Personnel/HR File Storage	1	1	1	1	150	150	150	150		0	
	Lunch/Coffee Room	1	1	1	1	300	300	300	300		0	
	Men's Locker Room		1	1	1	0	700	700	700		0	
	Men's Restrooms/Shower		1	1	1	0	300	300	300		0	
	Women's Locker Room		1	1	1	0	300	300	300		0	
	Women's Restrooms/Shower		1	1	1	0	250	250	250		0	
	Fitness Center		1	1	1	0	800	800	800		0	
	Public Lobby	1	1	1	1	80	800	800	800		0	
	Lobby Restrooms		2	2	2	0	320	320	320		0	
	Lobby Interview/Fingerprint		1	1	1	0	120	120	120		0	
	Community/Training Room		1	1	1	0	950	950	950		0	
	Surplus Uniform/Equip. Storage		1	1	1	0	200	200	200		0	
	Employee Mailboxes	1	1	1	1	30	30	30	30		0	
	Trophy & Award Display (in public lobby)		1	1	1	0	80	80	80		0	
	Public Vending Machines		1	1	1	0	80	80	80		0	
	General Storage Room	1	1	1	1	150	150	150	150		0	
Crime Prev./ Comm. Relations	Officers	1	1	1	1	144	144	144	144	PO3	0	
	Crime Prevention Storage	1	1	1	1	80	80	80	80		0	

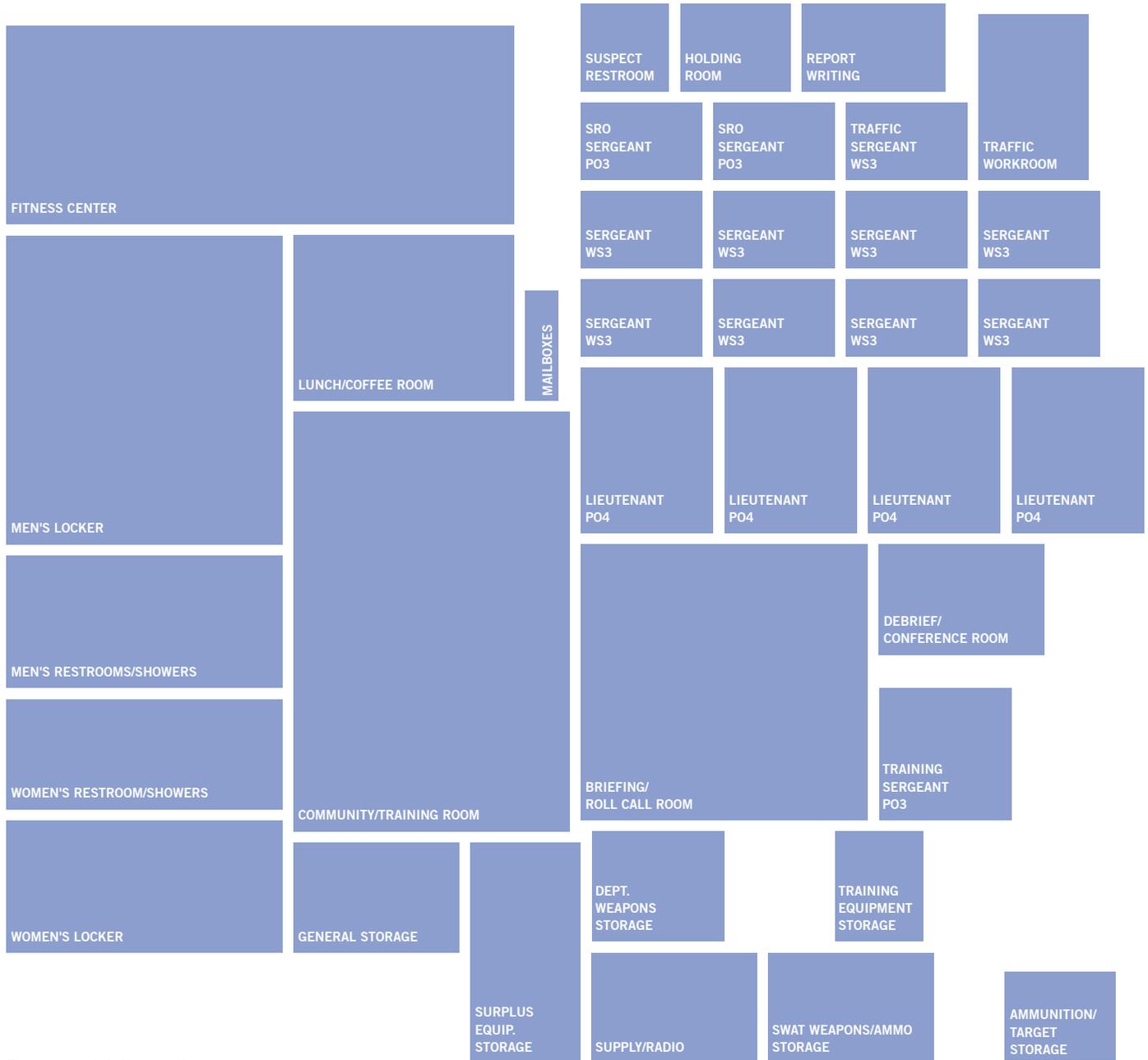
colored rows signify requested spaces for personnel

monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

# Public Safety

## Patrol/School Resource Office/Training adjacency diagram



Requested Adjacencies:

*Public Safety Patrol* to be adjacent to *Public Safety Admin, Criminal Investigations & Secured Sallyport*

# Public Safety Departmental Programming Table - part 2

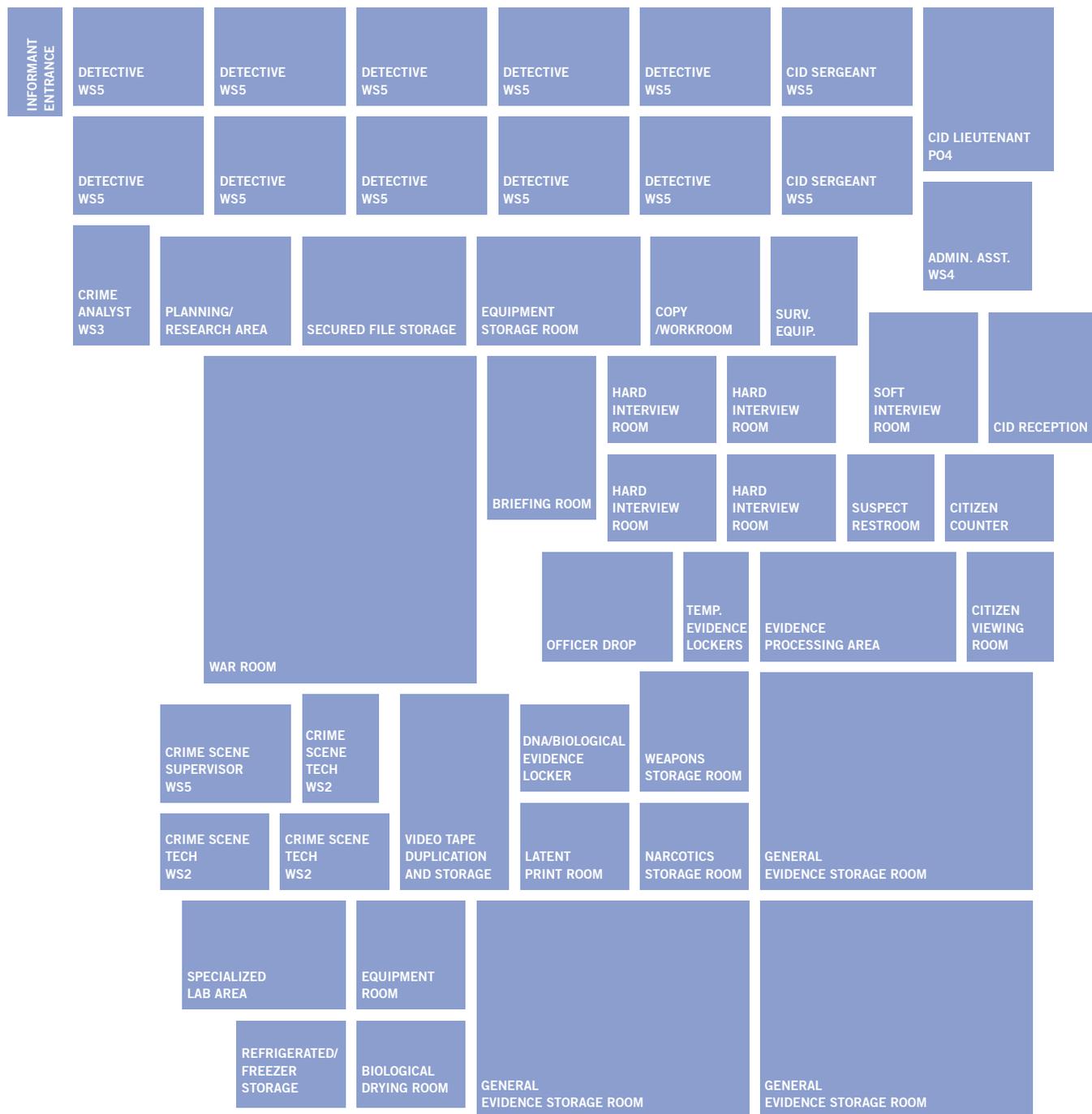
DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Patrol	Lieutenant	1	2	2	4	180	360	360	720	PO4	0	
	Sergeant	4	6	6	8	308	462	462	616	WS3	136	
	Officers	12	24	32	48	0	0	0	0		600	
	Traffic Sergeant		1	1	1	0	77	77	77	WS3	0	
	Traffic				6	0	0	0	0		0	
	Briefing/Role Call Room	1	1	1	1	650	650	650	650		0	
	Debrief/Conf. Room	1	1	1	1	150	150	150	150		0	
	Report Writing Room	1	1	1	1	100	100	100	100		0	
	Secured Sallyport	1	1	1	1	500	500	500	500		0	
	Holding Rooms	1	1	1	1	80	80	80	80		0	
	Suspect Restroom	1	1	1	1	65	65	65	65		0	
	Traffic Workroom				1	0	0	0	150		0	
	Supply/Radio	1	1	1	1	150	150	150	150		0	
	SWAT Weapons/Ammo Storage	1	1	1	1	150	150	150	150		0	
Training	Sergeant				1	0	0	0	144	P03	0	
	Training Equipment Storage Room	1	1	1	1	80	80	80	80		0	
	Department Weapons Storage	1	1	1	1	120	120	120	120		0	
SRO	School Resource Sergeant	1	1	1	2	144	144	144	288	PO3	0	
	School Resource Officer	3	5	6	9	0	0	0	0		0	

 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

20,000	30,000	40,000	50,000
PROJECTED POPULATION			

# Public Safety

## Criminal Investigations/Crime Tech. *adjacency diagram*



Requested Adjacencies:

*Criminal Investigations* to be adjacent to *Exterior Entry*

*Crime Tech* to be adjacent to *Code Enforcement*

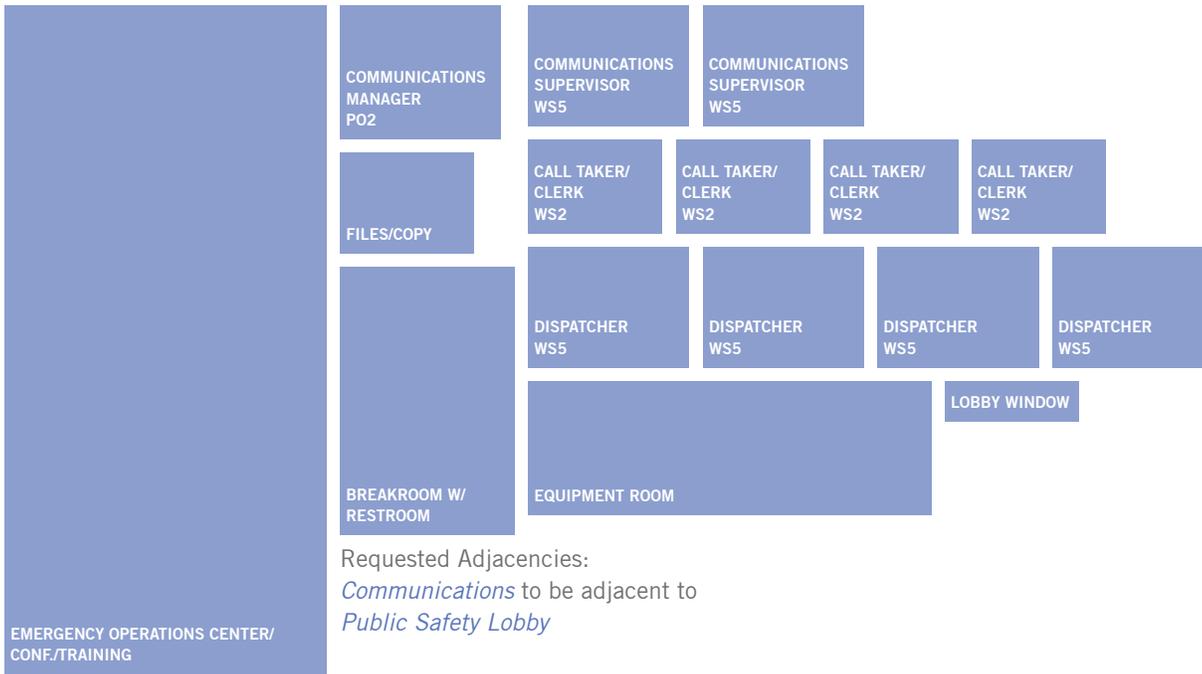
# Public Safety Departmental Programming Table - part 3

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Criminal Investigations	Lieutenant				1	0	0	0	180	PO4	0	
	Sergeants	1	1	1	2	108	108	108	216	WS5	155	
	Detectives	2	5	6	10	216	540	648	1,080	WS5	0	
	Admin. Assistant		1	1	1	0	100	100	100	WS4	0	
	Crime Analyst				1	0	0	0	77	WS3	0	
	CID Reception		1	1	1	0	120	120	120		0	
	Secured File Storage	1	1	1	1	150	150	150	150		0	
	Soft Interview Room	1	1	1	1	120	120	120	120		0	
	Hard Interview Room	1	2	4	4	80	160	320	320		0	
	Surveillance Equipment	1	1	1	1	80	80	80	80		0	
	Suspect Restrooms		1	1	1	0	65	65	65		0	
	Informant Entrance		1	1	1	0	50	50	50		0	
	War Room		1	1	1	0	750	750	750		0	
	Copy/Work/Coffee		1	1	1	0	100	100	100		0	
	Planning/Research Area				1	0	0	0	120		0	
	Briefing Room	1	1	1	1	150	150	150	150		0	
	Equip. Storage Room	1	1	1	1	120	120	120	120		0	
	Crime Scene/Evidence Property	Crime Scene Supervisor		1	1	1	0	108	108	108	WS5	0
Crime Scene Tech.		1	2	2	3	70	140	140	210	WS2	75	
Evidence Processing Areas		1	1	1	1	180	180	180	180		0	
Citizen Counter			1	1	1	0	80	80	80		0	
Officer Drop		1	1	1	1	120	120	120	120		0	
Temporary Evidence Lockers		1	1	1	1	60	60	60	60		93	
Biological Drying Room			1	1	1	0	80	80	80		0	
Equipment		1	1	1	1	100	100	100	100		0	
Specialized Lab Areas			1	1	1	0	150	150	150		0	
General Evidence Storage		1	1	2	3	500	500	1,000	1,500		128	
Weapons Storage			1	1	1	0	110	110	110		0	
Narcotics Storage			1	1	1	0	80	80	80		0	
Evidence Lockers (DNA/Biological)			1	1	1	0	80	80	80		0	
Latent Print Room			1	1	1	0	80	80	80		0	
Bicycle Storage			1	1	1	0	120	120	120		0	
Freezer/Refrigerator Storage			1	1	1	0	80	80	80		0	
Video Tape Storage		1	1	1	1	100	100	100	100		0	
Video/Audio Tape Duplication Area		1	1	1	1	80	80	80	80		0	
Citizen Viewing Room		1	1	1	0	80	80	80		0		
Existing Mobile Mini	1				0	0	0	0		250		
						20,000	30,000	40,000	50,000			
						PROJECTED POPULATION						

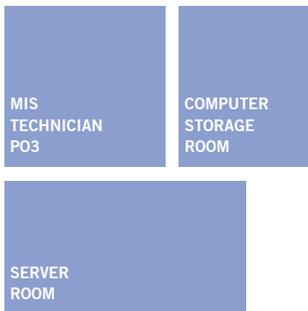
 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces

# Public Safety

## Communication Division *adjacency diagram*



## MIS Division



## Records Division



## Code Enforcement Division



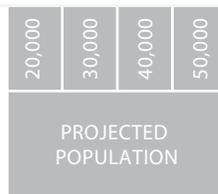
## Animal Services Division



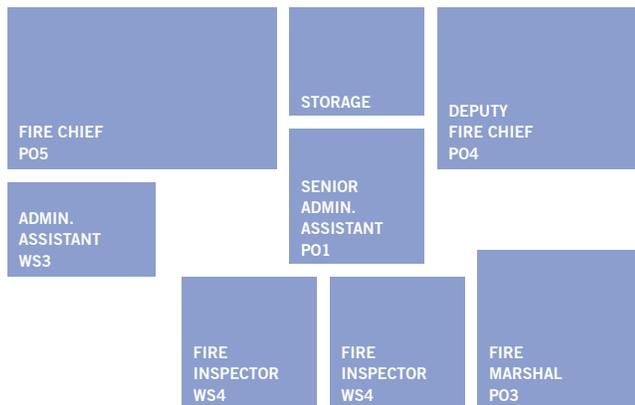
# Public Safety Departmental Programming Table - part 4

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Communications	Manager				1	0	0	0	120	PO2	0	
	Supervisor		1	3	4	0	108	216	216	WS5	0	
	Call Takers/Clerks		4	4	8	0	280	280	280	WS2	0	
	Dispatchers		8	8	8	0	432	432	432	WS5	0	
	EOC/Conf./Training		1	1	1	0	1,200	1,200	1,200		0	
	Lobby Window		1	1	1	0	30	30	30		0	
	Files/Copy		1	1	1	0	75	75	75		0	
	Equipment		1	1	1	0	300	300	300		0	
	Breakroom/Restroom		1	1	1	0	260	260	260		0	
Records	Supervisor		1	1	1	0	120	120	120	PO2	0	
	Clerk	1	1	1	2	77	77	77	154	WS3	0	
	Citizen Counter	1	1	1	1	100	100	100	100		0	
	Record Storage Room	1	1	1	1	400	400	400	400		94	
	Officer Counter	1	1	1	1	60	60	60	60		0	
	Copy/Fax/Printer	1	1	1	1	120	120	120	120		0	
	Supply Storage	1	1	1	1	80	80	80	80		0	
MIS	Technician		1	1	1	0	144	144	144	P03	0	
	Server Room	1	1	1	1	180	180	180	180		0	
Code Enforcement	Computer Storage Room		1	1	1	0	120	120	120		0	
	Sr. Code Enforcement	1	1	1	1	77	77	77	77	WS3	0	
	Code Enforcement	1	1	1	2	70	70	70	140	WS2	74	
	Records Storage Room	1	1	1	1	80	80	80	80		0	
Animal Services	Supervisor			1	1	0	108	108	108	WS5	0	
	Animal Controls Officer	1	1	1	2	70	70	70	140	WS2	0	
	Animal Control Kennels	1	1	1	1	200	200	200	200		200	
	Cat House	1	1	1	1	100	100	100	100		100	
	Animal Control Storage	1	1	1	1	80	80	80	80		0	
Municipal Complex Total:		33	74	88	137	8,558	19,817	21,038	24,038		2,450	
Remote Facilities Total:						300	300	300	300			
Department Gross Square Footage Total:						8,858	20,117	21,338	24,338			

 colored rows signify requested spaces for personnel  
 monochromatic rows signify requested support spaces



# Fire Administration *adjacency diagram*



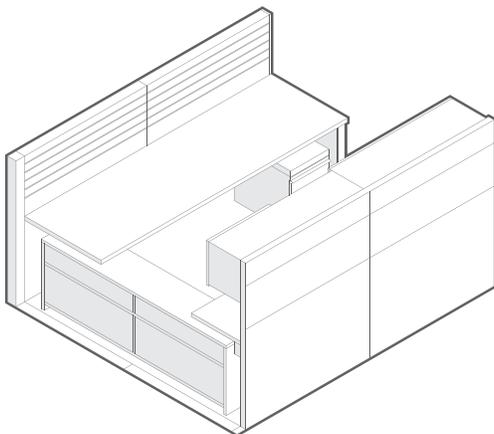
# Fire Administration Departmental Programming Table

DIVISION	STAFF POSITIONS AND SUPPORT SPACES	STAFF AMOUNT AND SUPPORT SPACE PROJECTIONS				PROJECTED NET AREA GROWTH (sf)				SPACE PROTOTYPE	EXISTING AREA (net sf)	NOTES
		2010	2015	2020	2025	2010	2015	2020	2025			
Admin.	Chief	1	1	1	1	240	240	240	240	P05	0	
	Sr. Admin. Asst				1	0	0	0	100	PO1	0	
	Admin. Asst.	1	1	1	1	77	77	77	77	WS3	0	
	Deputy Chief			1	1	0	0	180	180	PO4	0	
Fire Marshal	Fire Marshal	1	1	1	1	144	144	144	144	PO3	0	
	Inspectors/Investigators		1	1	2	0	100	100	200	WS4	0	
	Fire Storage Room	1	1	1	1	80	80	80	80		0	
Municipal Complex Net Square Footage Total:		3	4	5	7	541	641	821	1,021		0	
Department Gross Square Footage Total:						649	769	985	1,225			
						20,000	30,000	40,000	50,000			
						PROJECTED POPULATION						

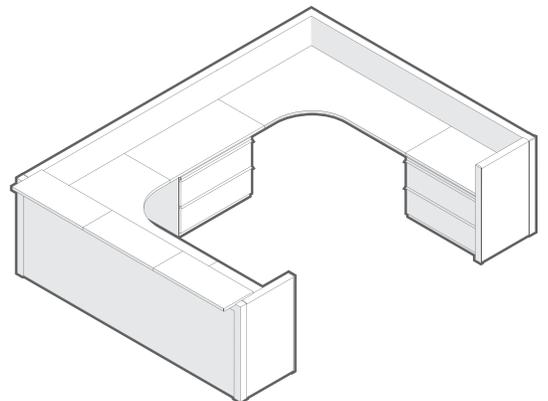
colored rows signify requested spaces for personnel  
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## System Furniture

*axonomic diagrams*

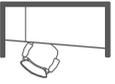


**WS3**

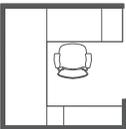


**WS6**

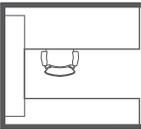
# Typical Office Layouts



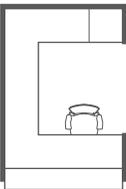
**WS1**  
work station 1  
36 sf



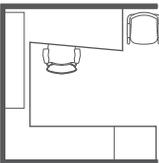
**WS2**  
work station 2  
49 sf



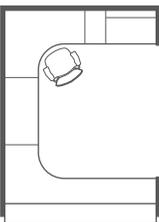
**WS3**  
work station 3  
56 sf



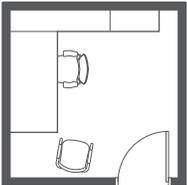
**WS4**  
work station 4  
70 sf



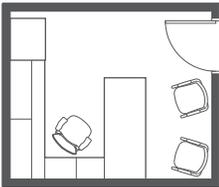
**WS5**  
work station 5  
81 sf



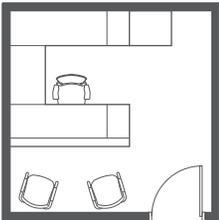
**WS6**  
work station 6  
108 sf



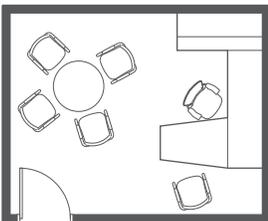
**P01**  
private office 1  
100 sf



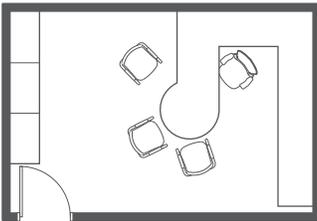
**P02**  
private office 2  
120 sf



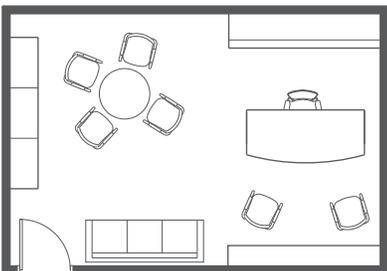
**P03**  
private office 3  
144 sf



**P04**  
private office 4  
180 sf



**P05**  
private office 5  
216 sf



**P06**  
private office 6  
330 sf

# Space Need Projections

summary table

		DEPARTMENT								Dept Gross Area	Bldg Gross Area
		City Admin	Finance	Dev. Services	Public Works	Parks and Rec.	Library	Public Safety	Fire Admin		
Existing Space		2,673	1,956	2,034	7,338	1,286	4,122	2,450	--	21,859	
2010 est. pop 20,000	Municipal Complex Area	12,716	4,663	2,455	552	349	--	10,270	649	31,655	37,986
	Remote Facilities Area	960	600	--	6,241	7,640	9,990	360	--	25,791	30,949
	Dept. Total	13,676	5,263	2,455	6,793	7,990	9,990	10,630	649	57,446	68,935
2015 est. pop 30,000	Municipal Complex Area	14,099	5,718	3,624	792	654	--	23,780	769	49,436	59,324
	Remote Facilities Area	960	600	--	13,381	7,733	15,888	360	--	38,922	46,707
	Dept. Total	15,059	6,318	3,624	14,173	8,387	15,888	24,140	769	88,359	106,031
2020 est. pop 40,000	Municipal Complex Area	14,723	6,018	4,068	792	654	--	25,246	985	52,486	62,983
	Remote Facilities Area	960	600	--	13,501	7,733	21,612	360	--	44,766	53,719
	Dept. Total	15,683	6,618	4,068	14,293	8,387	21,612	25,606	985	97,252	116,702
2025 est. pop 50,000	Municipal Complex Area	15,664	6,398	5,218	792	654	--	28,846	1,225	58,796	70,556
	Remote Facilities Area	960	1,514	--	13,954	7,733	27,642	360	--	52,163	62,595
	Dept. Total	16,624	7,913	5,218	14,746	8,387	27,642	29,206	1,225	110,959	133,151
Growth Percentage Comparison <sup>2</sup>	From Existing to 2010	426%	224%	101%	77%	518%	202%	362%	--		
	From Existing to 2015	469%	269%	148%	161%	543%	321%	821%	--		
	From 2010 to 2025	122%	150%	213%	217%	105%	277%	275%	189%		

1. All areas are in Gross Square Feet which describes the total building area including the circulation, service and mechanical space needed to support the facility.
2. Growth Percentage Comparison: a measure of overall departmental growth; a percent of expansion over fixed quantities of time

# Staff Projections

summary table

		DEPARTMENT								Total
		City Admin	Finance	Dev. Services	Public Works	Parks and Rec.	Library	Public Safety	Fire Admin	
Current Staff		15	10	10	12.5	6	1.5	31	3	89
2010	Municipal Complex	18	11	10	0.5	3	--	33	3	78.5
	Remote Facilities	--	--	--	14	4	1.5	--	--	19.5
	Dept. Total	18	11	10	14.5	7	1.5	33	3	98
2015	Municipal Complex	29	20	21	2	5	--	74	4	155
	Remote Facilities	--	--	--	29	6.5	5	--	--	40.5
	Dept. Total	29	20	21	31	11.5	5	74	4	195.5
2020	Municipal Complex	35.5	21.5	25	2	5.5	--	88	5	182.5
	Remote Facilities	--	--	--	37	9.5	6	--	--	52.5
	Dept. Total	35.5	21.5	25	39	15	6	88	5	235
2025	Municipal Complex	41.5	25	36	2	6	--	137	7	254.5
	Remote Facilities	--	3	--	56	12	8	--	--	79
	Dept. Total	41.5	28	36	58	18	8	137	7	333.5
Growth Percentage Comparison	From Existing to 2010	120%	110%	100%	116%	117%	100%	106%	100%	
	From Existing to 2015	193%	200%	210%	248%	192%	333%	239%	133%	
	From 2010 to 2025	231%	255%	360%	400%	257%	533%	415%	233%	

# New City Hall Program Summary

space sizes and function based on 2025 population projection of 50,000

## City Administration

<b>Service First</b>		<b>7,174 sf</b>
Supervisor	Conference Room	
Customer Service	Training Room	
Kiosks (in Service First Lobby)	Public Meeting Room	
Small Meeting Room	Service First Lobby	
<b>Public Information</b>		<b>415 sf</b>
Public Information Mgr.	Public Information Coord.	
<b>City Manager</b>		<b>3,658 sf</b>
City Manager	CMO Conference Room	
Assistant City Manager	CMO Storage Room	
Executive Admin. Assist.	CMO Lobby	
Research Assistant	CMO Beverage Station	
Admin. Assistant	Copy/Workroom	
Management Assistant	Break Room	
<b>City Secretary</b>		<b>1,561 sf</b>
City Secretary	City Secretary Storage Room	
Deputy City Secretary	Copy/Workroom	
Assist. City Secretary	Mailroom	
Records Management Officer	Document Review Area	
<b>Human Resources</b>		<b>900 sf</b>
Director/Manager	HR Generalist	
HR Analyst		
<b>Information Technology</b>		<b>1,639 sf</b>
IT Manager	Intern	
Systems Manager (IT Analyst)	IT Workroom	
Systems Administration	Computer Storage Room	
IT Tech (IT Specialist)	Server Room	
Administration Assistant		
<b>City Council</b>		<b>3,450 sf</b>
Mayor	Staff Green Room	
Council Member	Council Storage Room	
Council Conference Room	AV Room	
Council Chambers		
<b>City Administration</b>		<b>18,797 sf</b>
total gross square footage in 2025		

## Finance

<b>Administration</b>		<b>952 sf</b>
Director/Manager	Asst. Director/Financial Analyst	
Management Assistant		
<b>Accountant/Internal Services</b>		<b>687 sf</b>
Senior Accountant/Controller	Accounting Tech.	
Accountant		
<b>Purchasing</b>		<b>759 sf</b>
Purchasing Agent	Receiving Vestibule	
Purchasing Assistant	Supply Storage	
Administration Tech.		
<b>Utility Billing</b>		<b>1,194 sf</b>
Customer Svc. Manager/Super.	Utility Billing	
Utility Account Specialist	Printers/Workroom	
Billing Coordinator	Utility Billing Safe	
<b>Finance</b>		<b>3,592 sf</b>
total gross square footage in 2025		

## Development Services

<b>Administration</b>		<b>1,345 sf</b>
Director (Dir. of Dev. Svcs.)	Copy/Fax Room	
Development Coordinator	Dev. Services Drawing and File Storage	
Development Services Lobby		
<b>Planning</b>		<b>995 sf</b>
Planning Manager	Planning Tech	
Senior Planner	Admin Asst/Coordinator (Dev. Asst.)	
Planner II & I	Zoning Inspector	
<b>GIS</b>		<b>746 sf</b>
Manager (GIS Coordinator)	Interns	
Senior Tech (GIS Analyst)	Plotter/Supply Room	
Tech		
<b>Engineering</b>		<b>1,168 sf</b>
City Engineer	Construction Inspector	
Assistant City Engineer	Admin Asst/Coordinator	
Project Engineer	Engineer Tech	
Senior Construction Inspector		
<b>Building Inspection</b>		<b>2,008 sf</b>
Chief Building Official	Senior Building Insp.	
Plans Examiner	Inspector	
Permit Technician/Admin. Asst	Plan Review Space	
<b>Development Services</b>		<b>6,262 sf</b>
total gross square footage in 2025		

# New City Hall

## Public Works administration

<b>Administration</b>	<b>807 sf</b>
Director of Public Works Management Assistant	Reception Area Mud Room
<b>Facilities</b>	<b>144 sf</b>
Fleet Service Bays and Storage	Manager/Superintendent
<b>Public Works administration total gross square footage in 2025</b>	<b>951 sf</b>

## Parks and Rec. administration

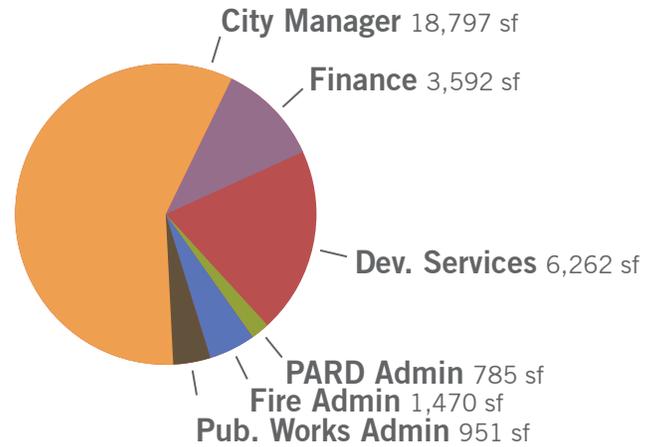
<b>Administration</b>	<b>785 sf</b>
Director of Parks and Rec. Sr. Administration Assistant Administration Assistant	Park Manager Recreation Manager Recreation Program Coordinator
<b>Public Works administration total gross square footage in 2025</b>	<b>785 sf</b>

## Fire administration

<b>Administration</b>	<b>860 sf</b>
Chief Sr. Administration Assistant	Administration Assistant Deputy Chief
<b>Fire Marshal</b>	<b>610 sf</b>
Fire Marshal Inspectors/Investigators	Fire Storage Room
<b>Public Works administration total gross square footage in 2025</b>	<b>1,470 sf</b>

## Department Distribution

gross areas based on 2025 population projection



TOTAL SPACE PROGRAMMED FOR CITY HALL: 31,857 sf



Area Programmed	31,857 sf
Area Provided in New City Hall	32,000 sf

new city hall at 100% capacity

total gross square  
footage in 2025

**31,857 sf**



*Street View of Downtown Hutto*

# 6

## Incremental Growth Strategy

### Summary

As is evident from the information presented in the previous sections, the City of Hutto is in need of immediate expansion of its facilities in order to accommodate the continued city population growth. Further, it appears that the total amount of space required exceeds the amount that can be built within the currently allocated funds. As such, we have proposed a “incremental” growth strategy which is designed specifically to organize a plan for growth into phases or increments as funds become available, but with the intent of completing each increment “just-in-time” to suffice for the city’s functional and spatial needs.

Section 5 - Facility Space Needs presented several particularly challenging growth issues for the City. According to the population growth projections:

- By 2015 the Public Safety department will need to increase 239% in staffing and 839% in space needs respectively.
- Public Works department will see staff increases of 248% by 2015
- Parks and Recreation department space needs will increase by 543% by 2015.

By virtue of their potential growth rate currently being the highest, Public Safety will need to have one of the largest and first accommodations for new staff, and thus space as well. As such, the design team sought to incorporate public safety’s needs as a part of the initial steps towards growth. However, in weighing this against several other factors, such as cost, available funds, location/relationship to other departments and growth areas, as well as, the intentions set forth in the Master Plan and Smart Code, it is the recommendation of the Design

team that the Police Station not be the first new structure to be completed on the Co-op site.

Rather, it is suggested that a reconfiguration of the existing City Hall for use as a Police Station and Municipal Court is a more appropriate and cost effective interim step towards an eventual new Police Station. By displacing the current city administrative departments in the existing City Hall and expanding Public Safety into the vacated area, Public Safety will enjoy the largest proposed amount of spatial expansion by any one department. The design team further recommends that a newer, larger Police Station be constructed within 3 to 5 years after the completion of a new city hall.

However, before, any displacement and/or consolidation of departments in the current City Hall can take place, there must be a facility in which to place them. This new facility must be affordable and work with the objectives of the Master Plan and Smart Code in mind. Further, as objectives set forth by City Council and Staff, the solution of the Co-op site should attempt to re-use the existing Co-op structures and create an overall plan for the site that will encourage public/private cooperation with development entities or partners with the city. Therefore, the required first step to this chain of events is the construction of a new facility on the Co-op site. The factors outlined above inspired the design team’s recommendation of a cost-effective temporary administrative facility, known as the “Swing Building” to house the administrative needs of the City while a new City Hall is being designed and constructed.

The term “Swing Building” is purposefully used here by the design team to suggest that the purpose of this structure is to serve as a flexible easily reconfigured multi-use building. Although its first use would be as an interim City Hall, it could be used later as a library, city archive, museum or other use.

The Library Division of the Parks and Recreation Department is, according to the Texas State Guidelines for Public Libraries, in need of a dramatic expansion to more than 20,000 sf by the time the population reaches a projected 50,000 in 2025. In the meantime, expansion within its current facility should allow for adequate growth. Once administrative functions are moved to the new City Hall, the “Swing Building” could become the new home for the City of Hutto Public Library

The growth in the Public Works department and the Parks and Recreation department staff and space needs have triggered a recommendation that the growth of these departments be collaboratively addressed through cost effective expansion at the existing Maintenance Yard Site.

Over the remaining pages of this section, there will be a summary of the suggested growth plan for each department and each currently owned City structure. These recommendations will allow the City of Hutto to continue to fully utilize their existing facilities while cost-effectively accommodating the most immediate growth needs.

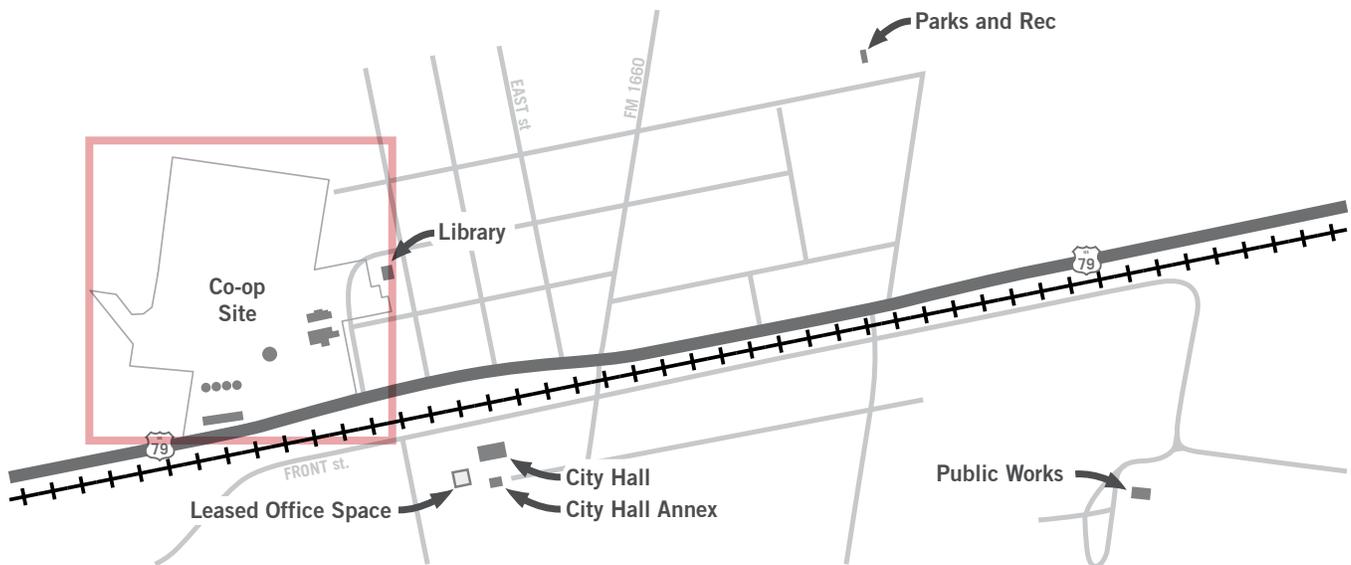
### Responding to Population Growth

While the core City administration departments will experience significant growth through 2025, there are higher rates of growth anticipated for Public Safety, Public Works, Parks and Recreation, and the Library division of Parks and Recreation. Pages 76 to 93 of this report briefly outline each individual step of the incremental growth strategy relative to each department or building.

### Incremental Growth Strategy

The budget numbers provided by the city during this study indicate that cost effective implementation concepts to control the pace of capital outlay are needed. In order to accomplish this, facility growth needs defined in this study will be addressed through a phased incremental growth strategy.

An incremental growth strategy is a means by which to break down necessary development into logical phases which can be reasonably funded and meted out over time.



# Diagram of Existing Co-op Site



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# Swing Building and Civic Green

**Departments:** *City Administration, Finance, Community Development, Public Works Administration, Parks and Recreation Administration, Fire Administration, Parks and Recreation Library Division*

## Triggers for Expansion:

- Facilitate rapid expansion to accommodate the city’s immediate spatial needs.
- Desire to utilize multiple strategies to attract the public and development to the Co-op Site as an engine for development
- Cost effective initial growth step due to cost savings because of reuse of an existing structure.

## Recommendations:

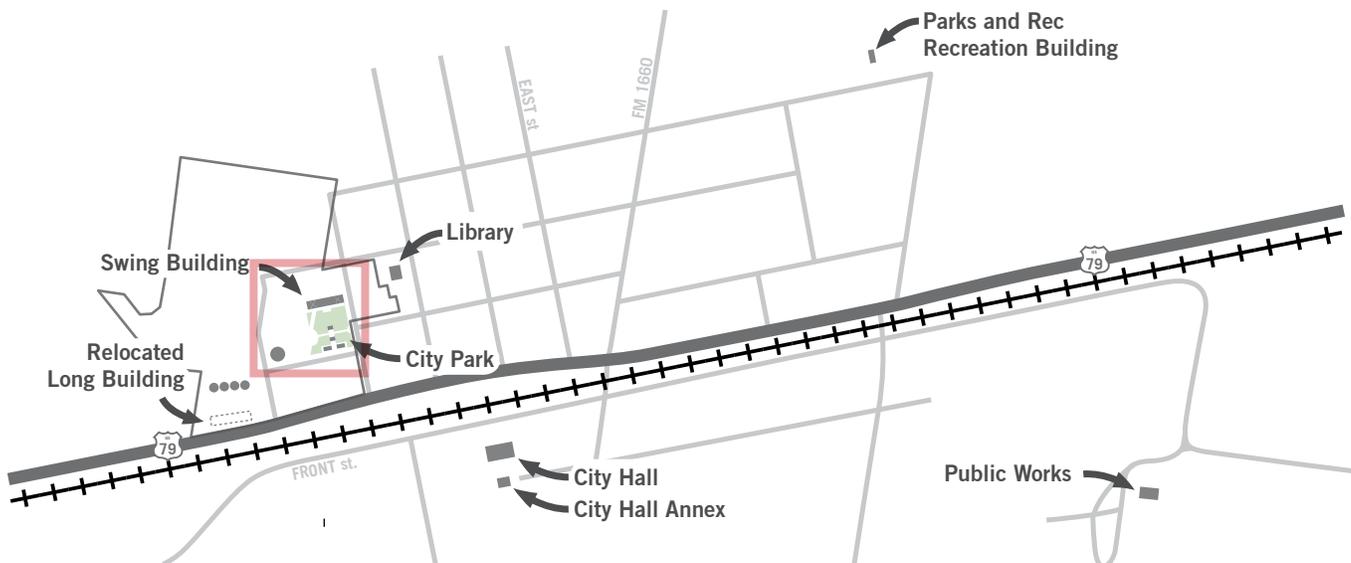
- Relocate the existing Long Building structure from its current site near Highway 79 to a new Civic Block for use as a “Swing Building”.
- Development of a reserved civic green for recreation and public functions
- Creation of small flexible retail/office spaces to be used as an incubator for local business
- Create an amphitheatre for public events on the new civic green

The adaptive use of an existing Co-op structure as the Swing Building is a cost-effective way to continue to honor the agricultural roots of the City of Hutto, while providing for the growth needs of the city staff. The economic value of relocating and adaptively re-using a city owned structure on city owned land presents an exceptional economic and cultural preservation value to the City of Hutto.

The Swing Building will initially allow the public to get used to city services being located at the civic block while the new City Hall is designed and constructed. In combination with the new Public Green, the new Civic Block will be a draw for the public which may help secure development interest for the development of the remainder of the Co-op Site.

The Swing Building is, in concept, a flexible temporary facility. The move of city staff from the existing City Hall to the Swing Building will provide about one and a half times the amount of space that the same staff currently occupies. However this space will be consolidated in one building instead of several. This interim space will also allow citizens to become accustomed to the coop district as the center for city services. The Swing building will allow the city to fully utilize the ‘Service First’ model for service delivery. While this area is not as much as the constituent parties requested in our programming assessment, it provides adequate space to accommodate the addition of new staff and to comfortably continue to serve Hutto’s citizens in the interim while a new city hall is built.

The Swing Building is ideally sized to accommodate a library for a city of around 30,000 people, thus is a very good fit at this point. As the library continues to grow with the population, additional space will be needed. By the time that the city’s population reaches 50,000, the Swing Building will be undersized for the Library’s needs and consideration will need to be given to determine if it is a better fit to add on to the Swing Building and establish it as the permanent home of the library or to relocate the library and propose a new use for the Swing Building.



# Diagram of Swing Building and Civic Green



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## Swing Building facility use



# Existing City Hall Reuse

Departments: *Public Safety and Finance Municipal Court Division*

## Triggers for Expansion:

- Addition of new Public Safety Records Division
- Staff growth in the Public Safety Department
- Expansion of services and necessary support space in the Crime Scene and Evidence Processing division to include new specialized laboratory spaces.
- Need for additional secured evidence storage
- Need for interrogation and holding spaces

## Recommendations:

- Expand in place to fill out existing City Hall and City Hall Annex up to a city population of 36,000
- Investigate the potential to expand in place with a series of additions to the existing City Hall and City Hall Annex Buildings to provide additional growth opportunity while gathering additional funding for a new Justice Center at the Municipal Complex

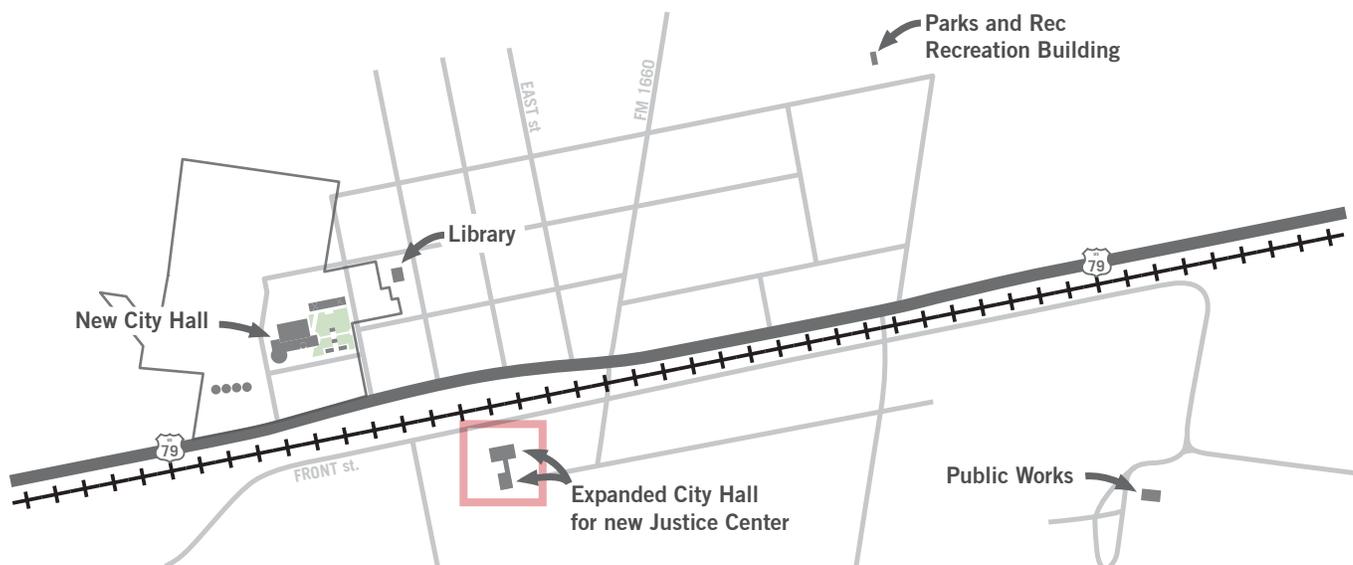
Given the rapidly expanding needs of the Public Safety department in the immediate future, the adaptive use of the existing City Hall and City Hall Annex to fulfill this need is recommended as the most direct and cost effective solution. The amount of space in these two building is slightly more than three times the area these groups currently utilize. Our expectation is that the existing City Hall and City Hall Annex will accommodate the Public Safety Department and the Municipal Court until the city reaches a population of 36,000, at which point program density in these facilities will become problematic.

The duration of this use may be as little as five years, and is dependent on the actual population growth in the City as it affects both need for an expanded Public Safety department as well as the ability of the tax base to fund a new Public Safety facility.

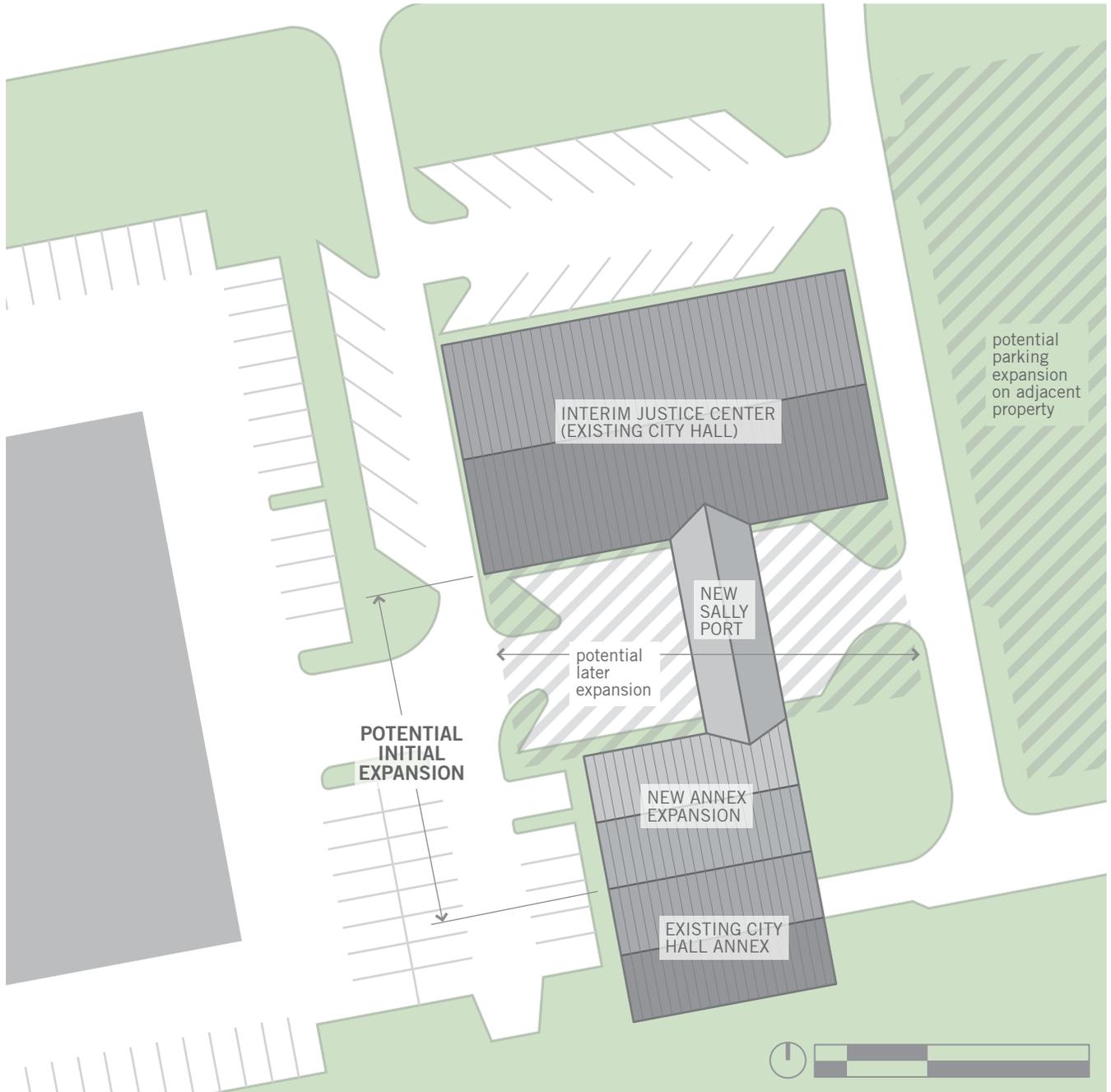
In the event that adequate funding is not available for construction of a new Justice Center at the Civic Block before the needs of the Public Safety department and Municipal Court outgrows the existing City Hall and City Hall Annex, additional expansion in place is a potentially viable alternative.

Modular expansion on site is possible, however the amount of parking required to support the addition of space would likely exceed the size of the site. Acquisition of additional property may be required to provide required parking to support an enlarged facility. A cost/benefit analysis will be necessary to evaluate the viability of this potential solution to reduce first cost as a step in the development of a more complete solution.

When a new justice facility is completed, possible future uses for the existing City Hall and City Hall Annex are for a new Fleet Services Maintenance Facility or sale for profit to help fund the New Justice Center construction effort.

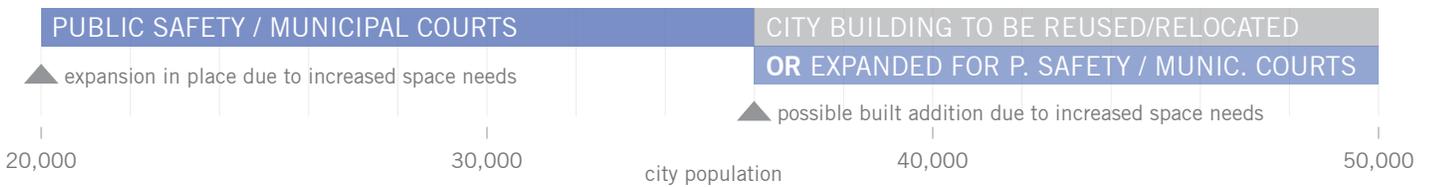


# Existing City Hall Reuse Diagram



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## Existing City Hall facility use



# New City Hall

**Departments:** *City Administration, Finance, Community Development, Public Works Administration, Parks and Recreation Administration, Fire Administration*

## Triggers for Expansion:

- Staff increases in response to city population growth
- Service First customer service method
- Eventual need for separate City Council and Municipal Court facilities

## Recommendations:

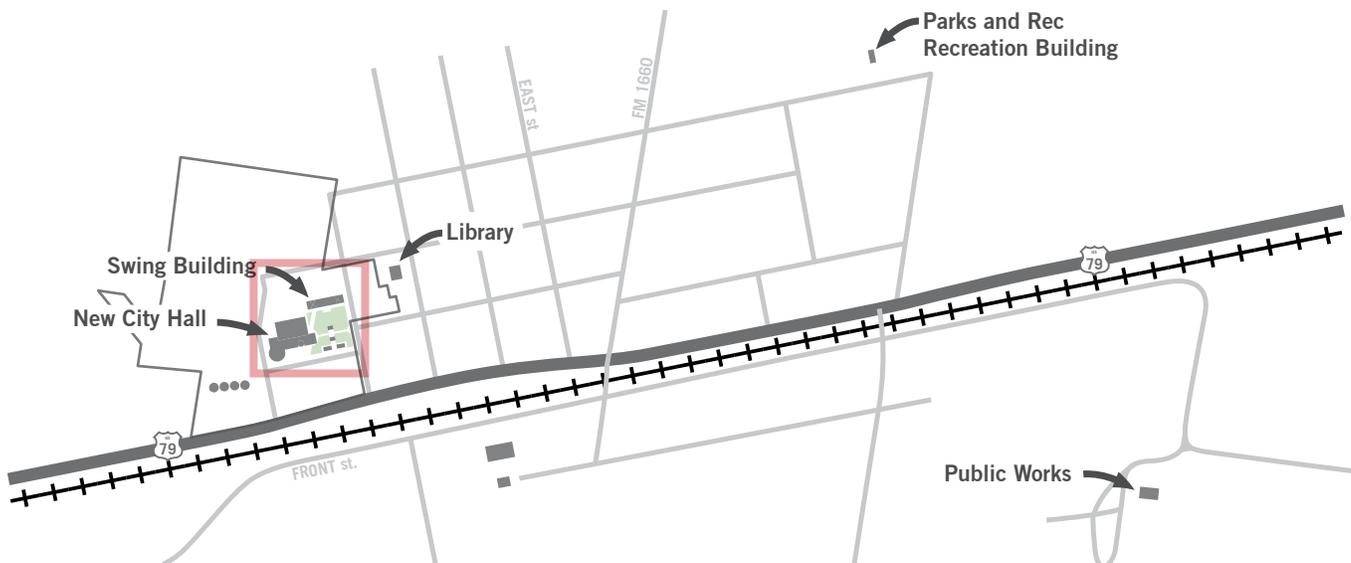
- Design and construct a new City Hall before city population reaches 30,000
- Develop the new City Hall as a feature building as recommended by the Heart of Hutto Master Plan
- Relocate and reuse significant portions of the existing cotton gin buildings as primary form giver
- Set new structure back from existing buildings but along Farley Street centerline to recreate historic distance around buildings

Given the projected population for Hutto, city staff must grow commensurate with population increase in order to maintain the same level of city services. In general, additional area is needed to accommodate the current and anticipated city staff and support space needs. The city identified the ability for the City Hall to accommodate future space needs as a primary

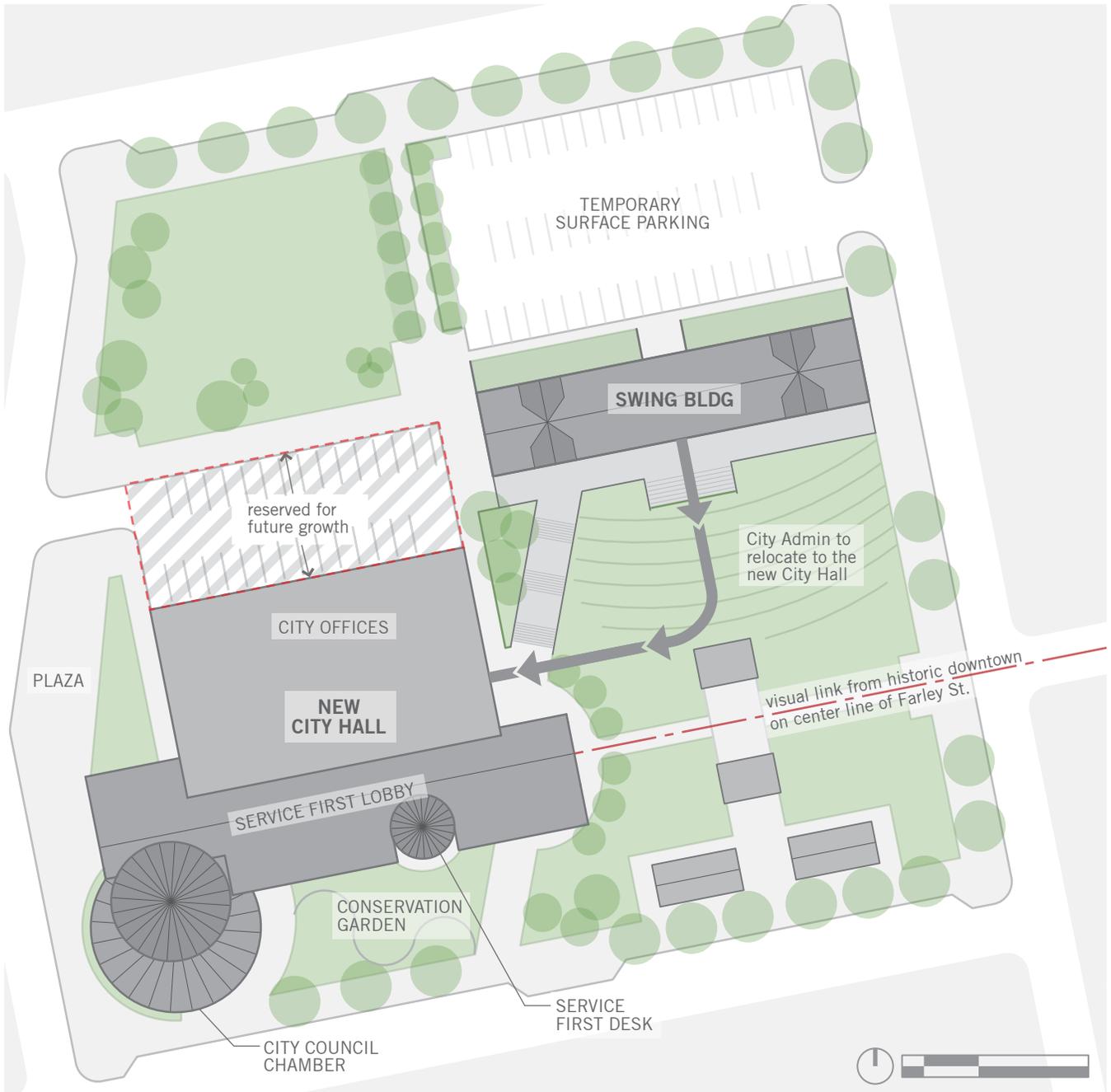
criterion for design. As such, the building should be designed with a future expansion strategy in mind to accommodate growth beyond the scope of the needs assessment. The shift of city administrative staff from the Swing Building to the new City Hall will roughly double the amount of space available for staff and support areas. According to our projections, a new City Hall of 32,000 sf, along with a reuse strategy, will comfortably accommodate city staff until the population reaches 50,000. As a part of the schematic design of the new City Hall, methods of addition to the building to accommodate growth of staff to serve a city population of over 50,000 will be discussed.

The Service First model presents a unique opportunity to improve and streamline the public's interface with city services. In order to successfully implement a strategy like Service First, it is important that the architecture facilitate the operations of the system. It is important that the departments of the city which have a component that has direct public interface be located such that the strategy can efficiently replace the currently system. Construction of a new City Hall facility is an ideal way to incorporate the new service model from the ground up.

The Hutto CIP has allocated \$6,400,000 to construct a new City Hall facility. This amount is not adequate to address all of the city's immediate needs, therefore the 'Swing Building' strategy was developed to relieve the immediate spatial need while allowing additional time to gather additional funding for construction of the new City Hall.



# Diagram of New City Hall



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## New City Hall facility use

### CITY ADMINISTRATION

- ▲ new building on Co-op site due to increased staff and support space needs  
City Admin staff moves to new building



# New Justice Center

**Departments:** *Public Safety and Finance Municipal Court Division*

## Triggers for Expansion:

- Addition of new Public Safety divisions:
  - Communications Division
  - Training Division
  - MIS Division
- Staff and support space growth in all divisions of the Public Safety Department

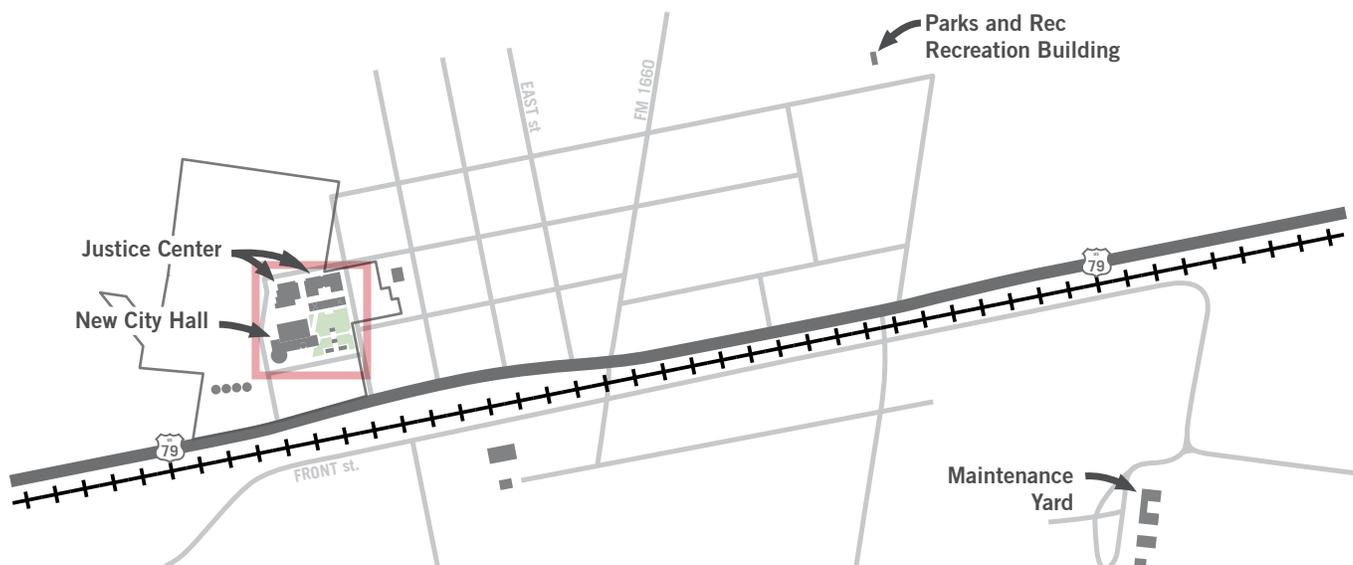
## Recommendations:

- Construct a new Justice Center at the Civic Block which is large enough to accommodate the department's long term needs

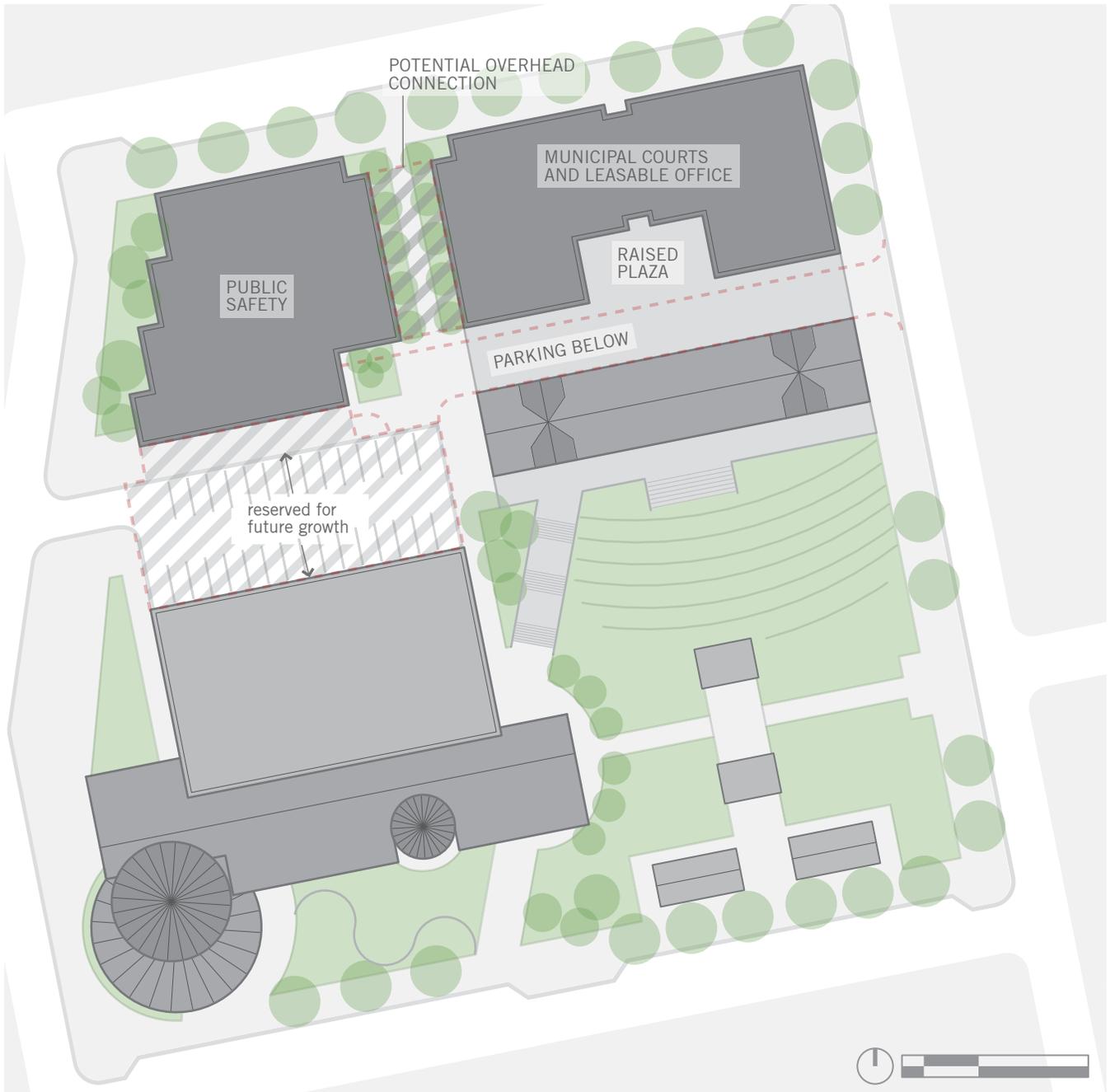
Based on the space needs study and schematic site plan provided in this study, the Justice Center could be situated on the northern portion of the Civic Block and will be composed of one or two multi story buildings. The Justice Center will likely contain both the Municipal Courts and Public Safety Departments, as well as provide additional space which could be utilized for offices for court related officials or for expansion by other city departments. The Hutto CIP has allocated \$6,000,000 in 2011 to help fund a new facility. It is anticipated that a facility of about 40,000 sf will be needed to support the Public Safety and Municipal Court Staff needs through a city population of about 50,000.

As with the new City Hall building, a 40,000 sf complex will accommodate the needs of the Public Safety Department and Municipal Courts Division only through the extent of the study. As a part of the schematic design effort for the new Justice Center, strategies for future expansion should be discussed. Included in schematic massing proposal for the new Municipal Complex was approximately 25,000 sf of additional office space in the Municipal Court building. This space would initially be utilized for accommodation of professional offices which support the Municipal Court, however this space could be utilize for future expansion of the Justice Center, City Hall or Library.

This new facility allows the Public Safety and Courts staff to get a new building designed from the ground up specifically to suit their needs. Integration of protected parking to reduce maintenance cost of Public Safety vehicles will be a key feature of the new facility. In addition, the Public Safety department requires the construction of a secured sally port; a secured area into which a vehicle can be placed for evidence processing or for loading or unloading of sensitive detainees or juveniles. The most likely scenario for achieving these requirements in the Co-op District will be to include a sub-grade sally port and parking for public safety vehicles beneath the new facility. Sub-grade construction also provides an opportunity to create a new Emergency Operations Center beneath the building with access the the communications equipment used by city dispatchers and public safety officers.



# Diagram of New Justice Center



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## New Justice Center facility use



# Maintenance Yard

**Departments:** *Public Works and Parks and Recreation Maintenance Divisions*

## Triggers for Expansion:

- Need for shared amenity facilities (lockers, showers, etc.)
- Implementation of the Fritz Park Master Plan (relocation of the Parks Maintenance equipment storage)
- Need for additional storage space
- Addition of a public works division (Fleet Services)
- Staff increases in both the Public Works and Parks and Recreation Departments

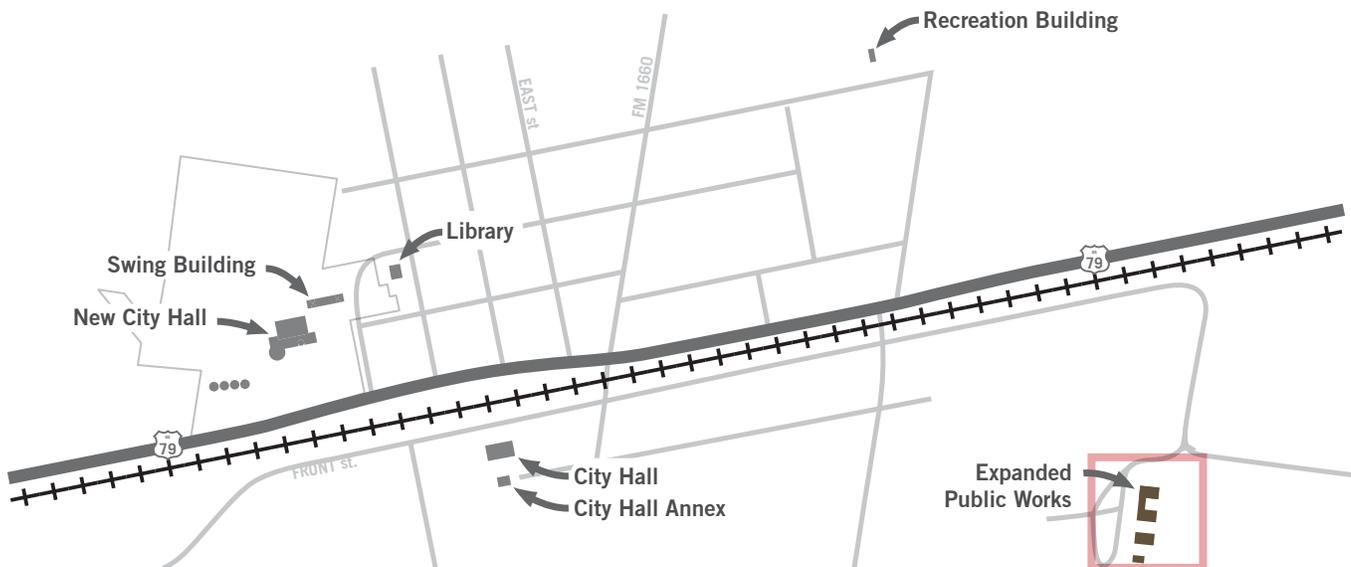
## Recommendations:

- Expand in place incrementally to respond to staff and service increases

Both the Public Works Service divisions and the Parks Maintenance and Operations division of the Parks and Recreation Department have significant staff and space needs. The Parks and Recreation Department [PAR] lacks a proper maintenance shop, locker room, and equipment storage space. They have resorted to storing maintenance equipment within the confines of a fenced tennis court at Fritz Park for several years. This has been a cost saving solution, however as Fritz Park continues to expand its programs attracting more public events, it would be better to have a more remote location for maintenance and storage. It should be noted that the Fritz Park Master Plan also shows the eventual recovery of the tennis courts for public use, and the Hutto CIP allocated \$75,000 for renovation of the tennis courts in 2012.

The Public Works crews also lack proper locker rooms or showers and expect significant increases in staff in the next five years. The Public Works Shop site is quite generous in size and suitably remote from park and residential areas. As such, this site lends itself to expanded use. As the missions of both the PAR Maintenance and Public Works crews have similar support needs (locker rooms, showers, maintenance shop, and equipment storage), the leadership of these departments agreed to pursue a collaborative expansion of the existing Public Works facility.

The existing pre-engineered steel Public Works facility readily lends itself to modular expansion. A new PAR Maintenance Shop and yard is recommended south of the existing Public Works Shop with a crew amenity building with locker rooms and common space connecting the two facilities. This combined amenity building saves the cost of constructing two separate but equal facilities, while creating an opportunity for city crews of similar needs to share resources. The Hutto CIP includes \$400,000 in 2012 for a Parks Maintenance storage facility and \$1,000,000 in 2014 for Public Works Maintenance Yard improvements, both of which could contribute to the incremental improvements at this facility.

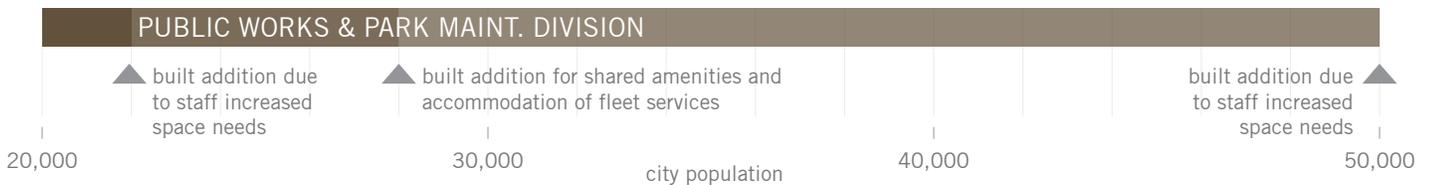


# Diagram of Maintenance Yard



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## Maintenance Yard facility use



# Library Building

**Departments:** *Parks and Recreation Library Division*

**Triggers for Replacement:**

- Growth of the library collection necessary to maintain Texas Public Library Standards accreditation
- Diversification of library services

**Recommendations:**

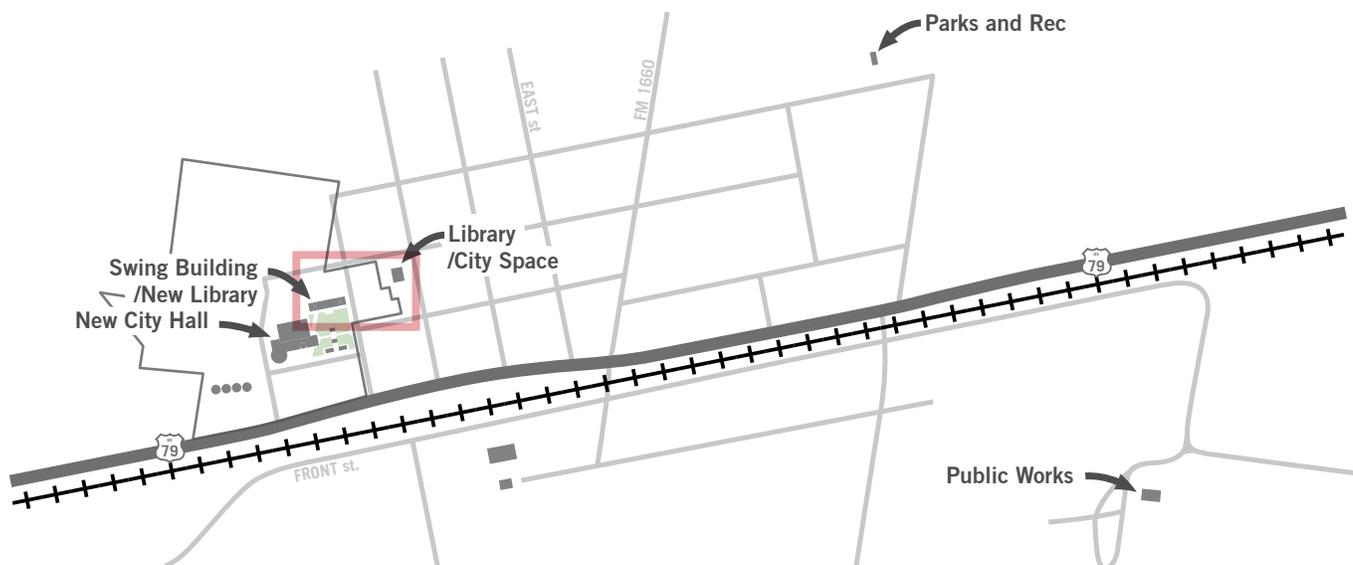
- Expand in Place up to a population of 30,000
- Explore relocation or reuse options for the Library Building once it is no longer occupied by the Library division.

Public libraries are required by Texas Public Library Standards to maintain 1.5 core collection items per capita to maintain accreditation. The library currently occupies around 1200 sf of conditioned space and several hundred square feet of unconditioned storage in the current facility. The existing space is inadequate to accommodate the current collection. As the collection continues to grow, additional space will be necessary.

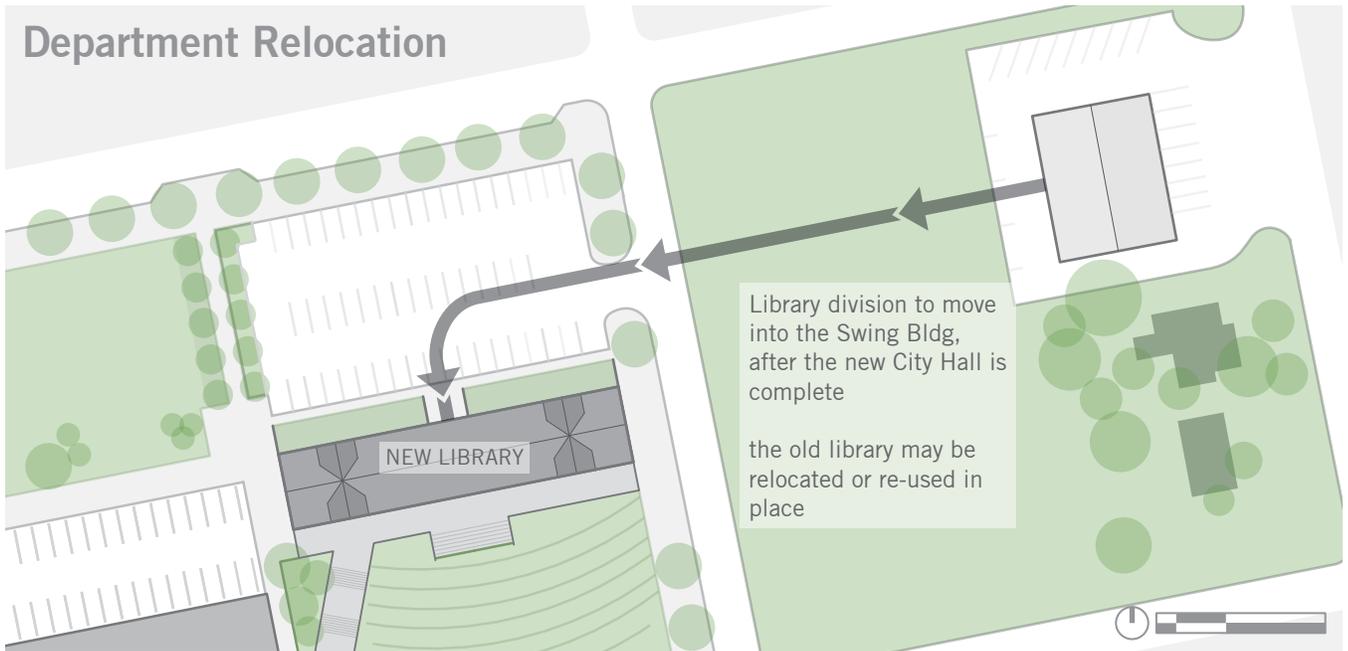
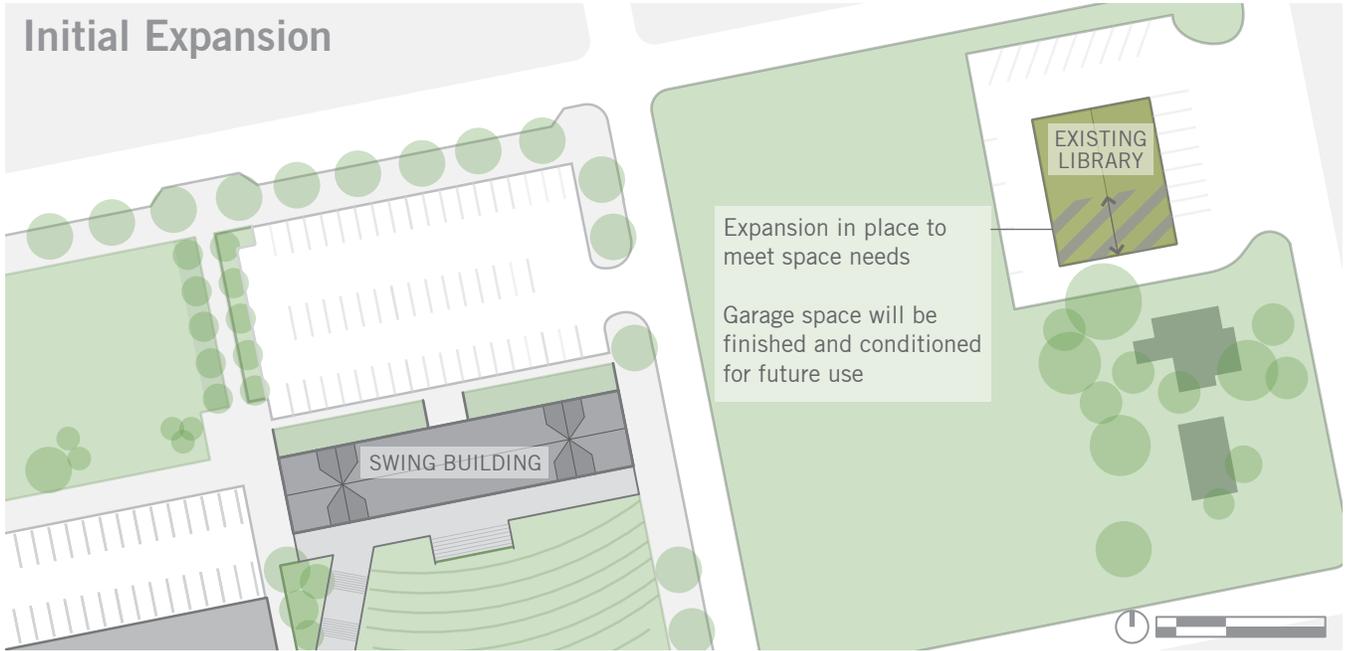
Our recommendation for the most cost-effective strategy to meet the space needs of the library is to initially expand in place. The entire building can be finished out and conditioned relatively inexpensively. The Hutto CIP has identified \$100,000 in 2011 to contribute to this effort.

However, according to the space needs worksheet provided in the Texas Public Library Standards, the current library should be around 10,000 square feet. Expanding in place will only yield about 4,500 sf, roughly half of what is recommended. Expansion in place will however, yield 3.75 times the amount of conditioned space currently occupied by the library. This amount of space should be adequate to accommodate the complete collection in a conditioned area with a slightly improved density, and allow for additional space to diversify library services for some time to come. Some added spaces may be a more adequate computer lab, study/work areas and viewing/listening rooms. When the Swing Building facility becomes available at the completion of the new City Hall building, it is a very good candidate for the new home to the library.

When the library outgrows this facility and relocates, this building should be considered for reuse or re-location. Possible uses in place include a new municipal fire station or a Recreation division event space. Relocation options could include relocation and reuse to replace the Recreation Building at Fritz Park or relocation as an addition to the Maintenance Yard facility.



# Diagram of Library Building



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## Library Building facility use



# Recreation Building

**Departments:** *Parks and Recreation*

**Triggers for Replacement:**

- Temporary Nature of the Existing Facility

**Recommendation:**

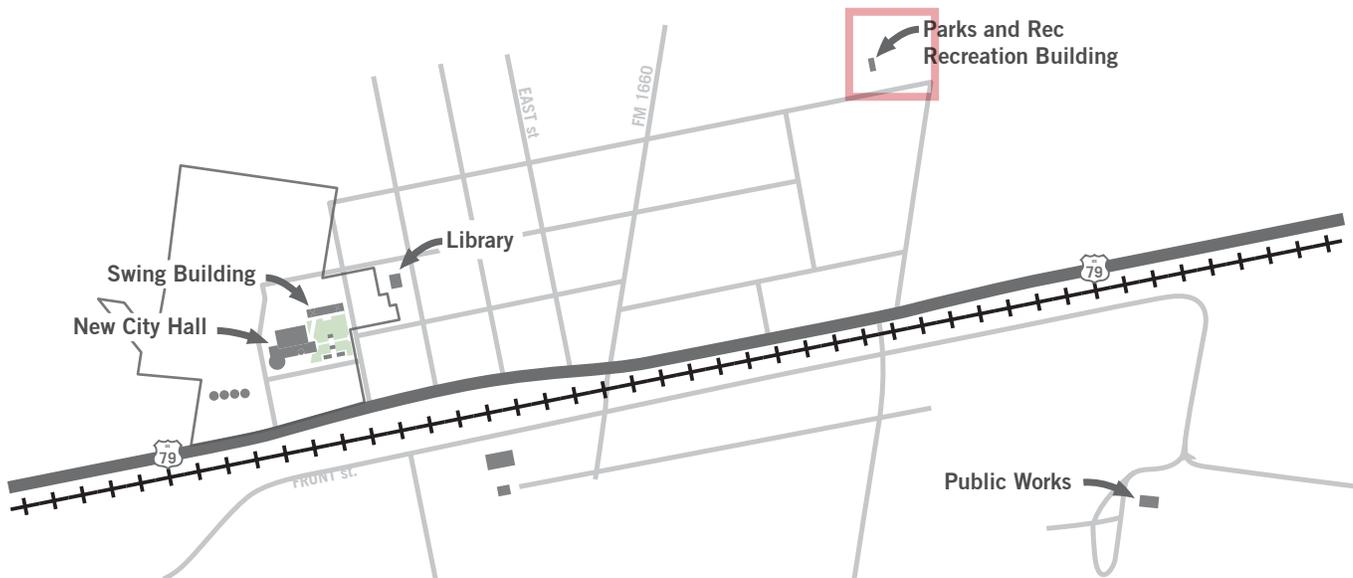
- Replacement in Place at the end of the building’s useable life

The current Fritz Park Master Plan shows the Recreation Building at Fritz Park to remain in place and be surrounded by upgraded parkland. The CIP addresses Fritz Park with outlay of \$900,000 and \$1,368,000 for Phase 1 and 2 of parkland improvements in 2011. Improvement of the Recreation Building is not addressed.

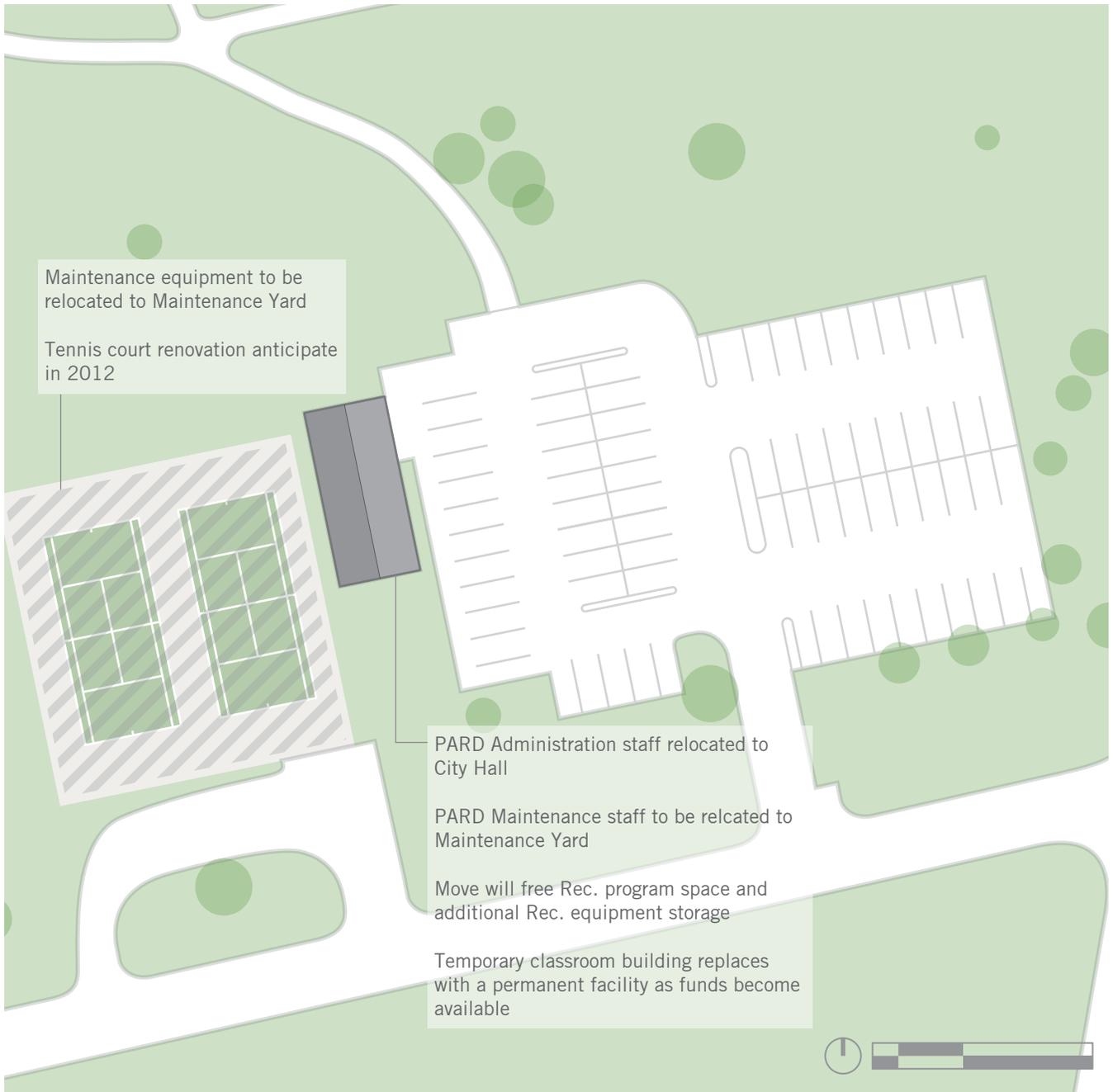
The Parks and Recreation Administration and Recreation divisions, which are currently housed in this building, will be relocated into the new City Hall and the expanded Maintenance Yard facility. The removal of these divisions will allow for expansion of the capacity of the Recreation Division to use this building to provide additional storage space for recreation equipment and additional classroom space for recreation programs.

Programmatic requirements for the Recreation Building are not expected to outgrow the amount of space in the existing building during the duration of this study (2025). The temporary nature of the construction of the existing building will therefore determine the life of the building. With proper maintenance, the life of the building can be extended, however, eventual replacement of the building should be anticipated. We anticipate that the building should be replaced with a more permanent structure within the next 10 to 15 years. As major maintenance issues arise, a cost/benefit analysis of repair vs. replacement should be conducted to determine the most appropriate action.

Replacement of the facility may provide the opportunity for the Recreation division to increase the scope of services provided at Fritz Park. When the determination to replace the Recreation Building is made, there may be unoccupied existing buildings which are eligible for relocation to the Fritz Park site as a replacement for the Recreation Building. In particular, the existing Library Building may be well suited for relocation to Fritz Park, and providing a large indoor/outdoor event space for Recreation Department use.

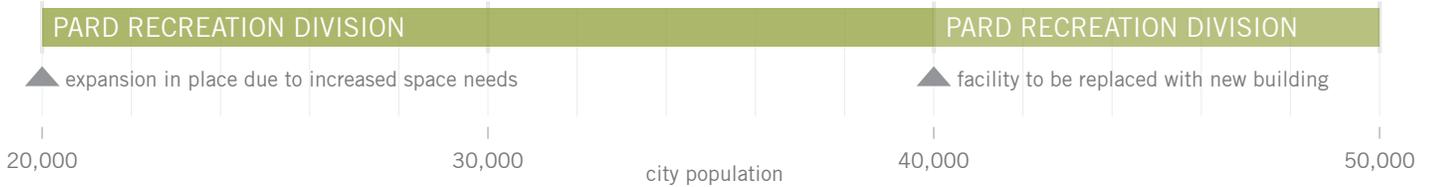


# Diagram of Recreation Building



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## Recreation Building facility use

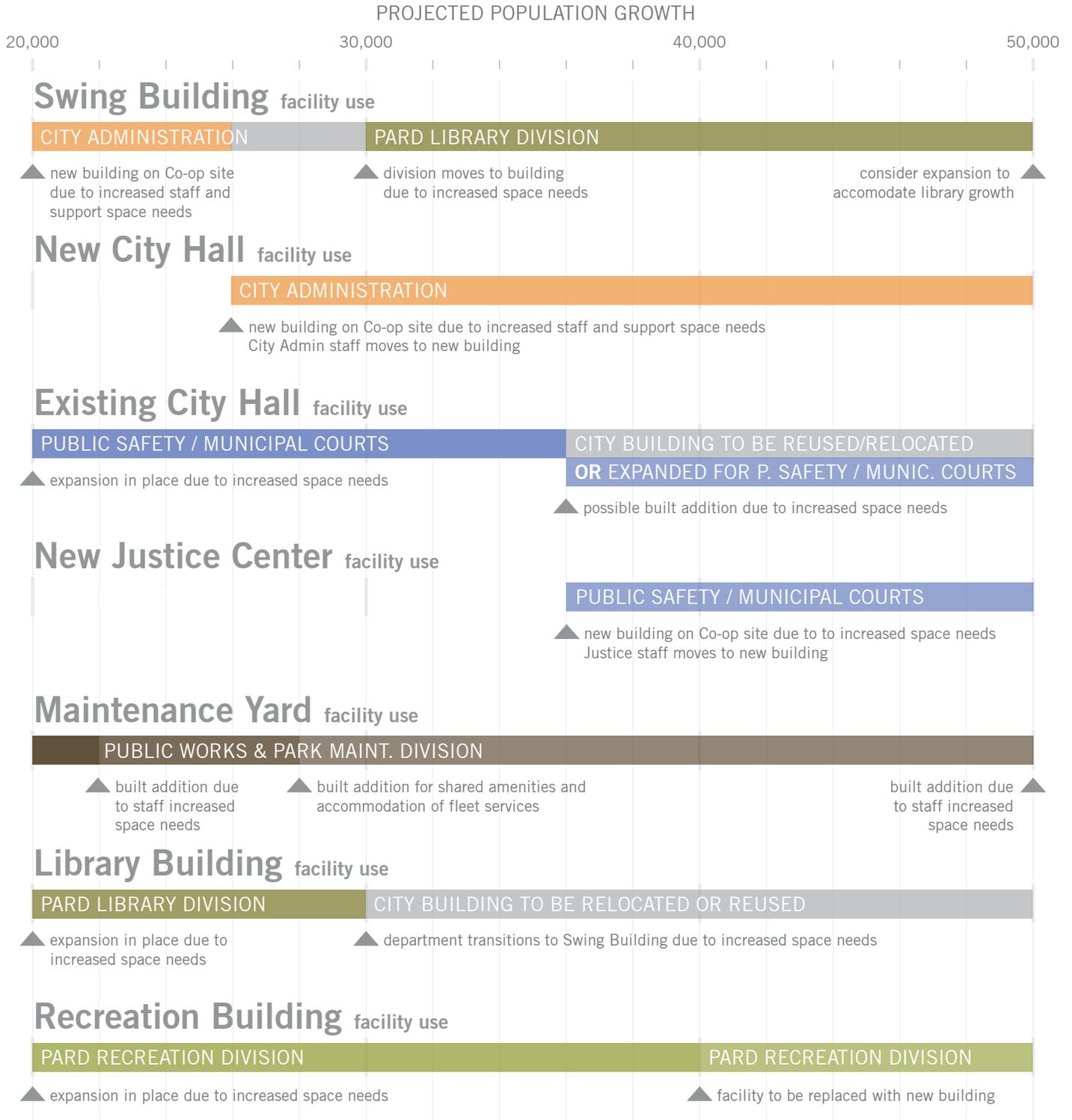


# Conclusion

The unprecedented population growth of the last decade has left the City of Hutto in need of additional square footage to accommodate their current and projected future staff. The incremental growth strategy, as a concept, is designed to make the process of construction and renovation of city facilities economically viable by breaking the scheme down into components which can be realistically funded. The diagrams presented in this section displays the need for incremental growth as a function of city population. In short, the diagram shows a recommended schedule by which the city facilities can expand to accommodate their needs relative to the growth of the city. The increments presented in this section are quantified as individual complete efforts, which can be executed individually or simultaneously as necessary to keep pace with the city's needs.

# Summary of Proposed Incremental Growth

construction schedule based on expected city population growth





*Co-op site. Foreground: Primary Gin Structure, Background: Secondary Gin Structure*

# 7

## Co-op Site Concept and Reuse Strategy

SECTION LAYOUT	PAGE
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Civic Block Organization	109
Encouraging Continued Growth	114
Conclusion	115

### Summary

The Hutto Co-op site has been identified by the City as the future location for the new Municipal Complex. This selection was supported by the *Heart of Hutto Oldtown Master Plan* adopted by City Council in February 2009. This study fully supports this direction and acknowledges the suitability of Co-op Site for this purpose. Furthermore, its proximity to Hutto's historic downtown core and adjacency to Highway 79 reinforce the strength of this site to create a vital Downtown and attract collaborative development partners.

In this section, the key goals and principles of the organization of the Co-op Site will be described. Key recommendations will be explained in the context of both featuring Hutto's History, and encouraging the continuing growth of the new Co-op District.

# Co-op District Organization

This study proposes that the Co-op District be organized to achieve the following goals:

- Link Co-op District to Hutto's Historic Downtown
- Create a vital Co-op District core

## Link to Hutto's Historic Downtown

The *Heart of Hutto Oldtown Master Plan* emphasizes the importance of linking Hutto's historic downtown and the newly created Co-op District. This study proposes the use of two elements of traditional Texas Square planning. These strategies are quite simple, but initiate the growth of the new Co-op District by first focusing on the new District's core elements and linking them to historic downtown Hutto.

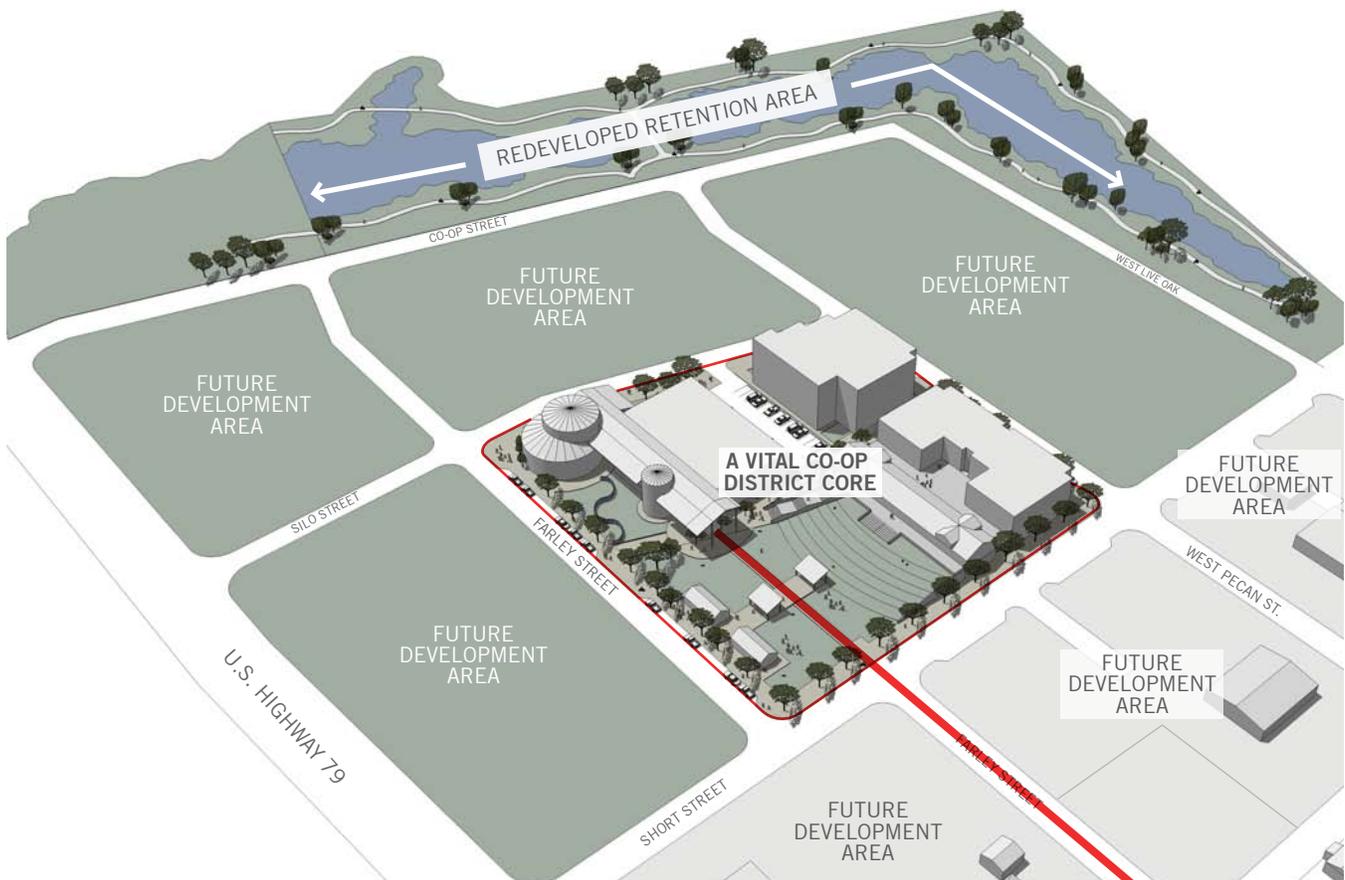
## Axial Vistas to Civic Structures

The *Heart of Hutto Oldtown Master Plan* recommends that Farley Street become the key commercial corridor that ties the Co-op District to the Historic Downtown core. The primary gin building on the Co-op Site is located along the center axis of Farley Street. This axial placement of significant buildings is also commonly used to elevate its importance. This study

proposes to maintain that axial relationship of the gin building to Farley and using this to create a vista to the proposed City Hall. However, the structures are proposed to be pulled back about 150 feet to the west. This new distance between Short Street and the relocated buildings is intentional. The distance will allow the viewer to see the building as an object on the horizon as it would have originally been viewed.

## Create a Vital Co-op District Core

Texas Public Squares have a long tradition of centrally located County Courthouses and City Halls. This study proposes to honor that tradition with the central location of the new Municipal Complex and Civic Green within the Co-op District. Central location of the new Municipal Complex as the focus of the Co-op District presents several advantages. Through the creation of park space and providing access to City services, this Civic block becomes the hub around which commercial growth can occur.



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# Civic Block Organization

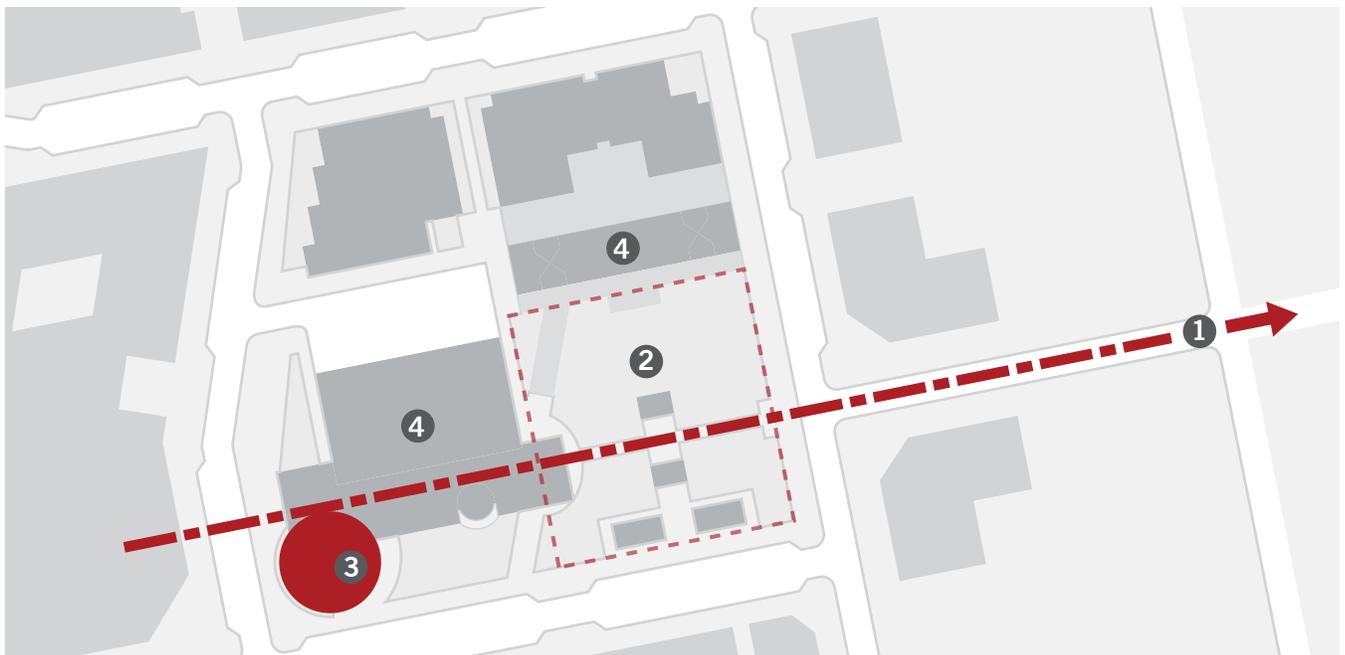
The future urban infill of the Co-op District will surround the Civic Block with mixed-use development from two to perhaps even five stories in height. The recommended site plan organization seeks to retain the dominance of the Co-op structures over the site in this urban context. Three strategies are being employed to achieve this goal. The first is draw key remaining Co-op elements more closely to one another recalling their historically clustered arrangement. The second strategy is to elevate these structures above the surrounding landscape restoring the dominance they once had. The third strategy it to reserve open space on the site so the opportunity to appreciate these agrarian forms across the open landscape will be reserved for future generations.

## Adaptive Reuse of Co-op Structures

Hutto's beginnings are deeply rooted in agriculture. This site was vital in the growth of that industry and while it now lies dormant, the remaining structures stand as icons to the city's history. In honoring that history, this study uses these structures in its site organization, and recommendation for retaining and adaptively reusing the most viable structures. This creates opportunities to share Hutto's history with the city's future generations

# Civic Block Concept Diagram

*key elements in site organization*



- 1 The axial vista down Farley Street links the new civic block to historic downtown Hutto. The new City Hall lobby is located on the Farley Street axis, preserving the historic relationship between the Hutto Co-op structures and Farley Street
- 2 Reserved open space in the form of a civic green with entertainment venues
- 3 The existing large silo will be re-used in place and will serve as an organizing element for the Co-op district
- 4 Elevate the re-used Co-op structures above the surrounding landscape

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## Agricultural Cooperatives in their Prime

It is valuable to consider the way that Agricultural Co-ops were developed. These facilities were most often located along a railroad line, which was clearly the case in Hutto. The storage capacity of the Co-op was normally tightly clustered near these rail lines. The gins buildings were nearby but as they needed vehicular access for trucks and trailers, they were often surrounded with open maneuvering space. The site was further populated by a seemingly endless number of random agrarian machinery; hoppers, fuel tanks, storage sheds, etc. The end result of decades of development at an agricultural Co-op Site is a distinctive collection of very tall clustered storage structures with an apparently endless variety of lower utility structures. At its prime, this deliberately organized agricultural processing facility often appeared to be a dense jumble of tall structures on a wide open landscape.

The growth of the Hutto Co-op was very typical of the ones described above. However, since its closure, the sale and demolition of many of its facilities have left its once densely populated site seeming rather empty. Consequently, the structures that remain are scattered around the site and no longer present the prominence over the surrounding landscape that they once held.

## Primary and Secondary Gin Buildings

The gin buildings' purpose at the Co-op was to provide a protective shell over the gin machinery. This type of structure lacks the rigidity that would be necessary to house a code compliant business occupancy. While these buildings are unsuitable for occupation, the riveted steel trusses that support their roofs are visually distinctive and structurally appropriate for reuse. This study proposes that these trusses be used to frame the primary public lobby of the City Hall as a featured historic structural element.

## Long Building

This 7,200 square foot structure is exceptionally sturdy and free of interior columns. We propose that it be relocated to the civic block and used as the interim City Hall. Locating it on a one-story tall base structure increases its size to 14,400 gross square feet. This makes it functionally viable to accommodate the administrative needs of the City Staff during the design and construction of a new City Hall. Raising the Long Building elevates its significance on the site and honors the agricultural industrial roots of the community.

## Grain Storage Silos

Silo structures are economical to erect, however they are costly to relocate. Therefore the silos that remain on the site are only economically viable for reuse if they can be used in place. The largest and newest silo on the Hutto Co-op Site appears to be well located to become a pivotal component of the proposed Municipal Facility. The group of four smaller silos appears to interfere with the most logical pattern of future development. These silos could remain in place until such time that their removal is necessary. If it is determined that the best course of action is to remove these smaller silos, their materials could be used as shade elements, retaining wall forms, equipment screens or other screening structures within the Co-op District.

## Ancillary Co-op Structures

Other smaller structures such as the overhead grain Hopper will be considered individually for adaptive reuse as featured facilities on the Civic Block within the Co-op District. The incorporation of these structures in the Civic Block will create rich opportunities to represent the history of the Hutto Co-op and the city's agricultural heritage.

# Proposed Co Op Site Plan

*all buildings on site at maximum build-out*



<b>1 Library</b>	City library and temporary swing building for city hall	14,560 sf
<b>2 Civic Green</b>	Open green space for civic gatherings and events	37,800 sf
<b>3 City Hall</b>	Location of Service First Lobby	38,000 sf
<b>4 Justice Center</b>	Offices, resources and parking for Public Safety and Municipal Courts	35,100 sf
<b>5 Spec Office Building</b>	Office building to be leased to local companies	42,600 sf
<b>6 Incubators</b>	Rotating space for small businesses	800 sf each

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# Landscape Concept Plan

*the civic block with proposed amenities*



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## Reserving Open Space

Establishing a Civic Green as a multi-purpose public gathering space at the core of the Co-op District is a key element of the Hutto Co-op Site. Two successful precedents to this approach are Discovery Green in Houston, and Market Street in The Woodlands. These central park settings remind us of the value placed on having the opportunity to enjoy open space in an urban setting. The ability to host live performances for 1,000 or more further enhances the potential for this open space to generate commercial vitality within the Co-op District.

## New City Hall

The location for the new City Hall presented in this study has been directly guided by the nature and location of two key Co-op structures on the site today. The first of these is the primary gin building. The fact that this structure is located along the centerline of Farley Street is seen as no accident. This study proposes to feature this axial relationship as one of the key organizing elements of the proposed site plan.

The second Co-op structure that is guiding the location of the City Hall is the largest remaining grain silo. This study proposes to adaptively reuse this structure in place. This silo is also the newest, largest, and most structurally sound of the silos remaining on site today.

These two organizing elements create the framework around which the City Hall is proposed. The axis of the gin structure is projected across the site. This axis defines the prominent public lobby of the City Hall. This lobby then engages the large silo to be used in place.

Drawing on the precedent City Hall projects cited in Bellevue, Washington and Richmond, British Columbia (*see Section 2 – Example Facilities*) we propose that the round silo form is well suited to house the future City Council Chamber and its support functions. Likewise, the public lobby will house the Service First desk and the flexible meeting spaces needed by city staff to provide assistance to the citizens of Hutto. A simple civic office structure along the north edge of the public lobby will provide offices and support space for the city administration.

## Swing Building

The Swing Building is the relocated Long Building described in the preceding “Adaptive Reuse of Co-op Structures” section. The placement of the Swing Building defines the northern boundary of the reserved open space or “Civic Green”.

As discussed in “Section 6 – Incremental Growth Strategy” the Swing Building is a flexible facility that will first act as the Interim City Hall, and may later be repurposed to serve as the new Central Library. Its location on the Civic Green is deliberate as it is a featured Co-op structure overlooking the open landscape. Its potential future use as a Central Library was also viewed as highly compatible with the Civic Green as each are attractive to family centered activities. Raising the Long Building elevates its significance on the site and honors the agricultural industrial roots of the community.

## New Justice Center

A new Justice Center could accommodate the Public Safety Department and the Municipal Courts Division of the Finance Department. The Public Safety Department has the single most pressing need for space. The relocation of the City Administration to the Swing building allows Public Safety and Municipal Courts to share the existing City Hall and City Hall Annex. This more than triples their available office and support space. When constructed, the new Justice Center will far exceed the size of the proposed City Hall. This study proposes that the new Justice Center be comprised of two multi-story facilities along the northern boundary of the Civic Block. We recommend parking areas below these facilities for securing Police vehicles and secure transfer of suspects. We further recommend connecting corridors between these two facilities due to the collaborative nature of the Municipal Courts and Public Safety Department.

# Encouraging Continued Growth

## Attracting the Public

Drawing the citizens of Hutto to the Co-op District is essential to the goals established in the *Heart of Hutto Oldtown Master Plan*, The Program for the New City Hall, as well as being an element that attracts development. These goals has been pivotal to many recommendations in this Study. A few of the many strategies to accomplish this follow.

## Providing City Services

The Hutto Co-op Site is the future home of the new City Hall. Placing the new Municipal Complex and Civic Block at the core of the Co-op District guarantees that citizens will be coming to the Co-op District well into the future. Providing city services at the interim City Hall in the Swing Building will introduce Hutto’s citizens to this new site.

## Civic Green as an Economic Engine

Another key component to attract the public to the Co-op District is the Civic Green. This open park space includes a berm that provides an informal seating for live performances. As was shown in the precedent project Discovery Green in Houston, and Market Street in the Woodlands, park space can effectively act as an economic engine. The strategy for the

programming activities at the Civic Green is to focus on the family and family activities. Recommended features include a stage and informal seating area for approximately 1,000, a plaza, and perhaps a small spray fountain. Through effective planning of activities and providing open park space

## Fostering Small Business

The successful programming of activities at the Civic Green could draw thousands of attendees. Providing small, low-cost leasable business locations is recommended at the Civic Green. These facilities, often called business “incubators”, create a way for small start-up vendors to provide concessions or other services to park visitors. The Civic Green will also continue to host the local Hutto Farmers Market.

## Recommended Site Amenities

**Improved Detention Pond** – The existing detention pond along the north and west boundary of the Co-op Site could be developed into a park amenity. Features of an improved detention pond could include: jogging / biking trails, trailheads, park benches and pedestrian bridge.



*Street View Perspective of Proposed City Hall on the Civic Block*

**Interpretive Opportunities** - The Hutto Co-op District is rich with opportunities to interpret the topics such as the history of the City of Hutto, agricultural business, farming practices, conservation practices, and sustainable design among others. The integration of reused Co-op Structures presents the opportunity to explain the function and history of each structure's role in an agricultural cooperative. Taking advantage of these and other interpretive opportunities promotes family visitation and an increased appreciation of the cultural foundation of the City of Hutto.

**Conservation Garden** - One such interpretive opportunity proposed is a Conservation Garden beside the new City Hall to feature conservation practices such as rain water harvesting and the selection of native plants to reduce water consumption.

### **Attracting Development Partners**

The scale of population and commensurate city government growth expected over the next fifteen years is substantial. The funds to expand the Co-op District utility infrastructure, and to construct other city facilities have yet to be appropriated. The strategy of encouraging Public / Private Partnerships between the City of Hutto and Private Developers was identified in the *Heart of Hutto Oldtown Master Plan* as a likely method to support needed capital improvement.

Discussions with private developers during the course of this study have generated a number of useful insights. One key point was that Public / Private Partnership becomes far more attractive to developers when the City takes the initial action on the project. When the City exhibits the will to initiate the project, developers know that it's now more than an idea or a proposal. It has become a real project.

## **Conclusion**

The Hutto Co-op site is rich with historical references to Hutto's agrarian roots. The proposed Co-op Site concept seeks to recall the heritage of this city and establish a clear link to Hutto's historic downtown core. By reserving park space as a Civic Green, we provide a view of the new Municipal Complex across the open landscape. Elevating the Long Building as an agricultural icon, and incorporating the largest remaining silo into the new City Hall is a strategy to honor a proud tradition for future generations.



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# 8

## Green & Sustainable Design Opportunities



*Lady Bird Johnson Wildflower Center*

### Green and Sustainable Architectural Design

Within the purview of our work for The City of Hutto Facility Needs Assessment was the investigation of the potential integration of green and/or sustainable design practices into the design of a new Hutto City Hall Facility. Further, and in particular, we were asked to investigate the viability and cost consequences of LEED Certification.

In this section we will briefly outline the current state of the industry in Green and Sustainable Design as well as the Leadership in Energy and Environmental Design or “LEED” certification program. We will also outline a range of potential benefits and liabilities in sustainable design. To the extent that it is practical at this early stage of this effort, we will include estimates of the impact of these practices on Professional Design Fees, Commissioning Fees and Construction Costs.

From these outlines, we will then offer recommendations for a preliminary approach and strategy for green and sustainable design, as well as LEED certification.

# What is Green and Sustainable Design?

One of the primary objectives of green and sustainable architectural design is to construct buildings, communities and cities in a manner as to not deplete the world's natural resources. As an example, wind power is generally considered a sustainable (or renewable) power resource on the presumption that one cannot deplete the wind.

An associated means to create a “green building,” is to employ construction materials, methods and processes that have the least negative impact on the site, the builder, the occupants and the environment as a whole. Both of these work toward the ultimate objective of creating healthy work and living environments that benefit, maintain or improve one's overall health and well being.

The United States Green Building Council (USGBC) is an independent, non-governmental agency that has taken as its purpose the promotion of Green and Sustainable design in the building design and construction realms. To this end, they have created a system of analysis, guidance, quantification and reward that allows architects, builders and Owners –upon completion of a building- to receive a certification indicating the degree and extent of a building's “green-ness” and sustainability quotient.

This rating and certification system is called Leadership in Energy and Environmental Design, commonly known as LEED.

## Benefits of Sustainable Building Design

Sustainable building design has environmental, economic and social benefits for a building's present and future stakeholders. The USGBC cites various benefits of sustainable design, such as *Reduced Operating Costs, a Healthier Work Environment and a Reduced Environmental Impact.*

### Reduced Operating Costs<sup>1</sup>

- Reduce building and company operating costs by an average rate of 9%
- Enhance building asset value and organization profits by 7.5%
- Improve employee productivity and satisfaction
- Optimize life-cycle economic performance

#### Economically Beneficial Sustainable Design Strategies

Use of ultra low-flow water fixtures, dual-flush water closets, and waterless urinals to reduce water consumption and wastewater treatment.

Use of native plant materials to reduce water used for landscape irrigation

Use of high albedo or green roofing systems to reduce heat island effect and subsequently reduce cooling loads (additional research beyond basic design)

Use of high-performance and passive design construction methods to reduce energy use associated with heating and cooling loads and lighting

Commissioning and continual measurement and verification of building systems and equipment to ensure energy performance expectations are met

Use of energy-efficient, high-performance appliances and mechanical systems to reduce energy consumption

Use of grid source renewable energy sources

Use of rainwater harvesting for landscape irrigation use and greywater for fixtures such as water closets.

Use of on-site renewable energy sources such as solar or geothermal to reduce dependency on electrical power grid

*1. Perceived cost benefits of green building (From McGraw Hill Construction, Green Building SmartMarket Report, 2006)*

## Healthier Work Environment

- Improve air, thermal, and acoustic environments
- Increase occupant's productivity
- Enhance building occupant comfort and health
- Minimize strain on local infrastructure
- Contribute to overall quality of life for employees

### Sustainable Strategies for Occupant Health and Safety

Provide individual control of building HVAC and lighting systems to help ensure building occupant satisfaction and well-being.

Provide adequate levels of daylight and exterior views for building's occupants to promote well-being.

Bicycle storage provisions

Install low-emitting materials such as adhesives and sealants, flooring systems, and composite wood and agrifiber products to reduce the negative impact of volatile organic compounds to building occupants

Eliminate or isolate potential pollutant sources from building occupants to reduce negative impact from harmful air contaminants

Provide and monitor quantity and quality of outdoor air delivery and ventilation rates to ensure adequate indoor air quality for building occupants.

Implement and follow a construction indoor air quality management plan to help reduce construction activity impact on construction workers and future building occupants

### Employee benefits of Green Design

An experiment identifies a link between improved lighting design and a 27% reduction in the incidence of headaches, which accounts for 0.7% of overall employee health insurance cost at approximately \$35 per employee annually<sup>1</sup>

*1. Aaras, A. et al. (1998) Musculoskeletal, Visual and Psychosocial Stress in VDU Operators Before and After Multidisciplinary Ergonomic Interventions. Applied Ergonomics, p. 335-354.*

## Reduced Environmental Impact

- Consume less energy and fewer resources
- Enhance and protect ecosystems and biodiversity
- Improve air and water quality
- Reduce solid waste production
- Conserve natural resources

### Environmentally Beneficial Sustainable Strategies

Provide space for the storage and collection of recyclables to reduce waste generation

Construction activity pollution prevention

Use of high albedo and pervious paving materials and/or undercover parking to reduce stormwater runoff and reduce heat island effects

Eliminate use of ozone depleting refrigerant sources

Use regionally sourced materials to support the local economy and reduce carbon emissions associated with material transport.

Provide low-emitting, fuel efficient vehicle and carpool priority parking

Use of full-cutoff light fixtures, use of lighting timers, and reduction of unnecessary interior and exterior lighting to reduce light pollution.

Divert construction waste materials from waste disposal by redirecting materials for reclaim and reuse

Use materials with recycled content to reduce dependency on virgin materials for construction use.

Use rapidly renewable materials such as bamboo, cotton, or wool to reduce the use of finite raw building materials.

Use certified wood products to encourage environmentally responsible forestry practices.

Reduced parking capacity to discourage unnecessary vehicle use

Careful management of cut, fill and haul off for construction soil

# Liabilities of Sustainable Building Design

Sustainable Building Design will add a premium to the project in the form of both soft and hard costs. The list below quantifies soft costs (*Additional Design Fees, Additional Commissioning Fees, and LEED Rating Costs*), and hard costs (*Additional Construction Costs*).

## Additional Design Fees

**Additional Research and Design** - Enhanced sustainable design includes increased research and design time for both the architect and their consultants. It is important to note that research and design time is necessary both for strategies that are utilized as well as strategies which are investigated for feasibility. The additional costs for research and design can vary greatly based on many factors. These include the number of strategies investigated, the complexity of strategies utilized, the experience level of the design team as well as the level of involvement with consultants, commissioning agents, etc.

**Additional Documentation** - If LEED certification is required, a significant amount of additional documentation is required by the design team and the contractor. This documentation is the basis upon which the project can be reviewed by a USGBC auditor and LEED Certified.

**Energy Modeling** - Energy modeling is required to achieve some of the available LEED credits in the Energy and Atmosphere section. An energy model will increase the cost of the MEP engineer's fee. The cost of an energy model could be up to \$9,000 per building depending on complexity of the model required.

## LEED Registration, Certification and Commissioning Fees

**Commissioning** - Commissioning is a quality control measure which confirms and documents that a building's systems are functioning as specified. Commissioning of the buildings is performed by a design team or third party consultant (the Commissioning Authority) and typically costs between .625% and 2.25% of the construction cost. The Commissioning Authority is contracted directly with the city and works as a part of the design team from schematic design through or beyond occupation.

The Commissioning Authority joins the project team during the schematic design phase and involved in the creation of the basis of design documentation. The commissioning authority is also involved as a second set of eyes in review of submittals and shop drawings, as well as during construction administration. At the completion of the project, the commissioning authority provides a formal commissioning report, which documents that the building, as constructed, is performing to design specifications. If the city elects to pursue LEED certification or enhanced green building strategies involving commissioning, a commissioning authority should be selected and contracted as soon as possible.

**LEED Registration and Certification Fees** - There are required registration and certification fees for LEED Certification. The cost of LEED Registration is based on the size of the project, and can be more carefully calculated when the scope of LEED effort is defined, however the registration fees will typically run around \$3650 per project for buildings under 50,000 sf.

## Cost benefits of green building

An upfront investment of 2% in green building design, on average, results in life cycle savings of 20% of the total construction costs – more than ten times the initial investment.<sup>1</sup>

1. (Kats, G. (2003). *The Costs and Financial Benefits of Green Buildings: A Report to California's Sustainable Building Task Force.*)

## Government and Utility Incentive Programs:

entities that may help offset the first cost of sustainable design and guarantee an even quicker payback for the installation of various energy efficient systems.

# LEED Certification Process

## Additional Construction Costs

Hard project costs are those that increase the total expense of construction due to sustainable design practices. Some sustainable design opportunities may not affect or may slightly decrease the cost of construction. Further, in many cases the life cycle savings that a sustainable building design strategy can produce may far exceed the first cost of installation. Hard project costs typically do not significantly increase if the project is split into multiple LEED certified projects.

While there is much debate over the hard costs of LEED, our research has shown that most projects add between 2% and 5% of the construction cost for LEED Certified and Silver. Some projects claim to have cost increases as much as 11%, however research shows that as more 'green' materials become available and design professionals become more knowledgeable about green practices, the cost of green building is decreasing. It would be prudent to get a cost estimate which breaks out the cost of likely LEED Credits near the end of the schematic design phase. Projects which tend to stay on budget are typically projects which have clearly defined sustainability goals at the start of the design phase. Under budget projects also require careful monitoring of progress by members of the design team so that the sustainable goals are met.

A project team wishing to earn a LEED certification for their project must first register the project with the Green Building Certification Institute (GBCI). To receive LEED certification, the applicant project must satisfy all the prerequisites and qualify for a minimum number of points on a 100 point scale to attain the established project ratings. Having satisfied the basic prerequisites of the program, applicant projects are then rated according to their degree of compliance within the rating system.

The LEED rating system is designed for rating new and existing commercial, institutional, and residential buildings. They are based on accepted energy and environmental principles all the while balancing known, established practices and emerging concepts: *Sustainable Sites, Water Efficiency, Energy and Atmosphere, Materials and Resources, Indoor Environmental Quality*.

LEED certification is a third-party verification process that certifies a building has been built using sustainable strategies designed to reduce the building's environmental impact. The benefit to using the LEED certification process is that it provides a framework to ensure that all members of the design and construction team are held accountable for decisions which affect a building's environmental impact throughout the design and construction process. LEED certification is the most widely recognized means by which to document a building's sustainability goals are achieved.

## LEED® Green Building Rating System Certification

According to the U.S. Green Building Council, LEED was created in 1998 to:

- Define "green building" by establishing a common standard of measurement
- Promote integrated, whole-building design practices
- Recognize environmental leadership in the building industry
- Encourage green competition
- Increase consumer awareness of green building benefits
- Transform the building market

## LEED Credit Categories:

The basis of the LEED Certification process is satisfaction of prerequisites and credits in the following seven categories:

### **Sustainable Sites (SS)** (26 Possible Points)

Selecting a building's site and managing that site during construction are important considerations for a project's sustainability. The Sustainable Sites category discourages development on previously undeveloped land; minimizes a building's impact on ecosystems and waterways; promotes regionally appropriate landscaping; rewards smart transportation choices; controls stormwater runoff; and reduces erosion, light pollution, heat island effect and construction-related pollution.

### **Water Efficiency (WE)** (10 Possible Points)

Buildings are major consumers of potable water. The intent of the Water Efficiency credit category is to encourage more efficient use of water typically through the use of more efficient appliances, fixtures and fittings inside and water-wise landscaping outside.

### **Energy and Atmosphere (EA)** (35 Possible Points)

The U.S. Department of Energy states that buildings use 39% of the energy and 74% of the electricity produced in the United States each year. The Energy & Atmosphere credit category encourages a host of energy strategies, including: commissioning; energy use monitoring; efficient design and construction; efficient appliances, systems and lighting; the use of renewable and clean sources of energy, generated on-site or off-site; and other inventive strategies.

### **Materials and Resources (MR)** (14 Possible Points)

During both the construction and operations phases, buildings generate large quantities of waste and consume large quantities of materials and resources. This credit category encourages the selection of sustainably grown, harvested, produced and transported products and materials. It promotes the reduction of waste as well as reuse and recycling, and it considers the reduction of waste at a product's source.

### **Indoor Environmental Quality (IEQ)** (15 Possible Points)

The U.S. Environmental Protection Agency estimates that US residents spend about 90% of their time indoors, where the air quality can be significantly worse than outside. The Indoor Environmental Quality credit category promotes strategies that can improve indoor air as well as providing access to natural daylight and views and improving acoustics.

### **Innovation in Design (ID)** (6 Possible Points)

The Innovation in Design credit category provides bonus points for projects that use new and innovative technologies and strategies to improve a building's performance beyond LEED credit requirements or in green building considerations that are not specifically addressed in LEED. In addition, this credit category rewards projects for including a LEED Accredited Professional on the team to ensure a holistic, well-integrated approach to the design and construction phase.

### **Regional Priority (RP)** (4 Possible Points)

USGBC's regional councils, chapters and affiliates have pinpointed the environmental concerns that are locally most important for every region of the country, and six LEED credits that address those local priorities were selected for each region. A project that earns a regional priority credit will earn one bonus point in addition to any points awarded for that credit. A project can earn up to 4 Regional Priority Credits.

## LEED Rating System

*on a 100 point scale*

CERTIFIED RATING	40 - 49 pts
SILVER RATING	50 - 59 pts
GOLD RATING	60 - 79 pts
PLATINUM RATING	80+ pts

# Conclusion and Recommendation

The benefits of green and sustainable design are very attractive, and the name recognition that the LEED program has garnered is significant. However, the City of Hutto does not necessarily have to subscribe to the USGBC LEED certification program to achieve these benefits.

As a firm, we employ basic green and sustainable design methods and principles as a standard course of action on many of our projects. This is because we believe as design professionals; it is our responsibility to give our clients the best opportunity to have a healthy, efficient and environmentally friendly building for their home or place of business. This can quite often be done, in some cases, with little to no additional cost; or in the case of additional cost, in a manner where there is a definitive and quantifiable return on investment. However, above the basic principles, the commitment to LEED is a decision to be made by the owner based upon economic factors and their own preferences.

If the City of Hutto wishes to pursue LEED certification for the Municipal Facility project, that effort must start at the beginning of the schematic design. The commitment of additional design and commissioning fees to undertake this initial design effort does not necessarily lock the City in to the LEED program for the duration of the project. If, at the completion of schematic design, the cost benefit analysis of LEED Certification indicates less return of the City's investment than desired; the certification process could be terminated or scaled back. The City can seek green and sustainable features in the project that offer a definitive and quantifiable return on investment.

## Recommendations

Based on the constraints of LEED certification and the available budget, we recommend that the City of Hutto use a hybrid approach to LEED certification. We recommend the pursuit of LEED certification during the schematic design as this is required in order to achieve any level of LEED certification for the project. During schematic design a more thorough understanding of the costs and benefits of LEED strategies for the project will be developed. The City will then have the information needed to decide whether to continue with the LEED certification or to opt out of the program if they feel that the financial liabilities outweigh the perceived benefits.

### SUMMARY RECOMMENDATION:

1. Authorize the funds to pursue LEED certification through schematic design
2. Review the cost / benefit analysis developed at the conclusion of schematic design
3. Then decide whether to:
  - a. Continue with LEED Certification **or**
  - b. Pursue green and sustainable design without LEED Certification



# 9

## Cost Estimate

### Summary

The final component of the facility needs assessment is the preliminary estimate of potential construction costs. We have worked with our consultants and an independent cost estimator to provide baseline projected cost. The estimates contained within this section are preliminary and are subject to change as the design progresses. This first pass at cost is based primarily on our assessment of existing conditions and a conceptual knowledge of the design proposal. A more complete cost estimate should be conducted when there is a more thorough understanding of the specifics of the design. This will happen at the conclusion of the Schematic Design phase of the project.



# Components of the Cost Estimate

## Site Infrastructure

The first section describes costs associated with proposed Co-op Site Infrastructure. Included in the infrastructure costs are the costs of the streets and curbs as well as basic utilities to the new site. At this stage of the project, the extent of the proposed utilities is roughly understood, however the sizing of the utilities required for the future development is unknown. As a general rule, a unit cost of \$500 per linear foot of streets and utilities can be used as a placeholder. The streets immediately surrounding the Municipal Block are approximately 2,290 linear feet long, equating to a preliminary cost estimate of \$1,145,000. This estimate does not account for the extension of storm drainage beyond the initial street layout to the storm water retention pond. A more complete cost estimate of utility requirements can be conducted following schematic design of the site infrastructure requirements.

## Landscape Elements

The second section of the cost estimate discusses the cost of landscape elements. Landscape elements include the streetscape for the Civic Block (sidewalks, trees, street furniture and lighting) as well as specialty concrete work at key intersections and crosswalks. In addition, the landscape estimate includes landscaping costs for the new Civic Green and the new City Hall. Due to the conceptual nature of the design of the landscaping for the Civic Green and landscaped areas around buildings a preliminary cost can be estimated at around \$38 per square foot. Design for elements of the streetscape are more predictable and, even at this early stage in the design, can be estimated at a more detailed level. Please refer to the Hutto Streetscape cost estimate provided by TBG Partners on the following pages.

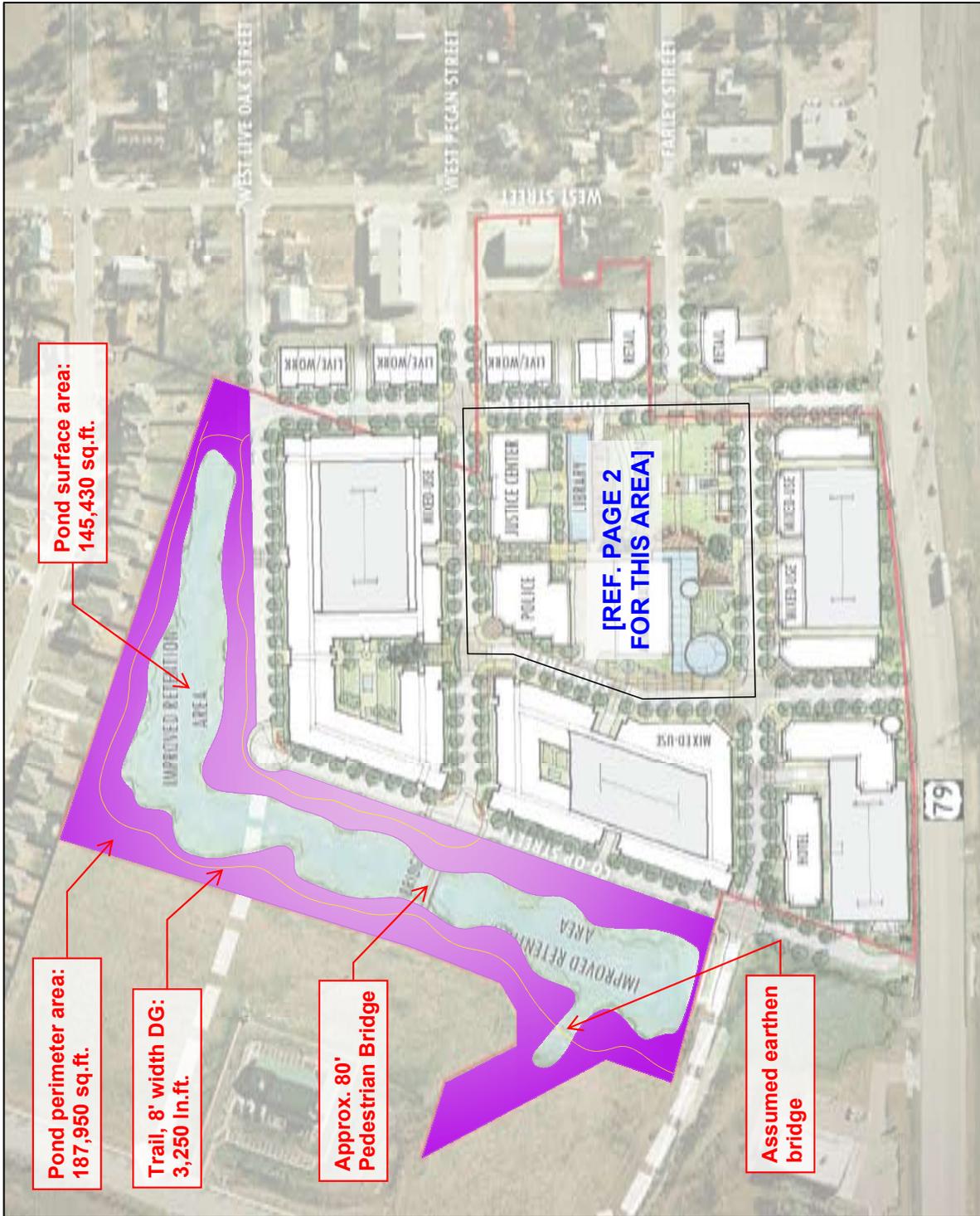
## Swing Building and New City Hall

The final component of the cost estimate includes a breakdown of the projected costs for construction of the new Swing Building and a general estimate of the costs of the new City Hall. The Swing Building cost includes both hand disassembly of the existing gin structures as well as relocation of the Long Building.

The Swing Building estimate includes construction of the building shell as well as basic interior finishes for temporary use as the interim City Hall. The building cost estimate is presented with unit pricing broken down by trade and Construction Specifications Institute [CSI] divisions. It should be noted that the estimated cost of \$143 per square foot is indicative of the economically efficient practice of re-utilization of the Long Building structure as outlined in Section 7 –Co-op Site Concept and Reuse Strategy. Please see the Hutto City Hall cost estimate provided by Journeyman Construction, Inc. on the following pages.

These cost estimates do not include LEED Certification. For more information regarding the costs associated with green and sustainable design practices, please refer to Section 8 – Green and Sustainable Design Opportunities

Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.

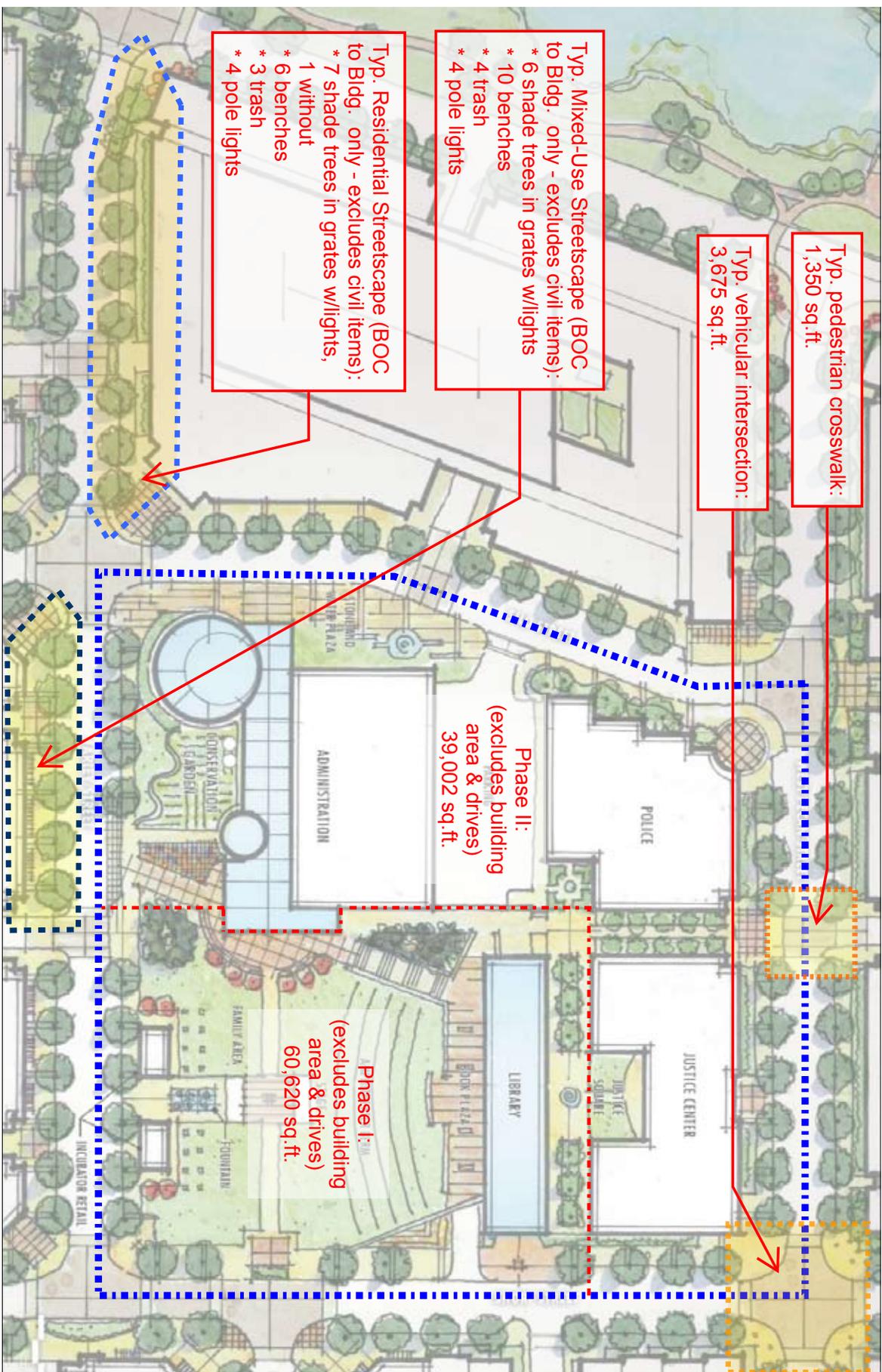


**HUTTO**  
Municipal Center Streetscape

**T B G**

NOT TO SCALE

12/08/2009  
The information shown is based on the best information available and is subject to change without notice.



**HUTTO**  
Municipal Center Streetscape

12/08/2009

This information shown is based on the best information available and is subject to change without notice.

NOT TO SCALE

**T B G**



## Hutto Streetscape

### Cost Estimate

Prepared by TBG Partners

December 8, 2009

A09242

Municipal Center					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Landscape area - Ph. 1	sqft	60,620	\$ 38.00	\$ 2,303,560.00	excludes buildings, parking & drive areas
Landscape area - Ph. 2	sqft	39,002	\$ 38.00	\$ 1,482,076.00	excludes buildings, parking & drive areas
<b>Subtotal</b>				<b>\$ 3,785,636.00</b>	

Pond Area					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Site excavation	cuyd	60,000	\$ 2.00	\$ 120,000.00	145,430 sqft surface
Bridge	allow	1	\$ 100,000.00	\$ 100,000.00	80' length
Trails	lnft	3,250	\$ 40.00	\$ 130,000.00	8' width, decomposed granite
Hydromulch	sqft	187,950	\$ 0.15	\$ 28,192.50	
Trees-shade	ea	50	\$ 750.00	\$ 37,500.00	
Trees-ornamental	ea	25	\$ 350.00	\$ 8,750.00	
excludes: utilities, furnishings, outfall/civil infrastructure					
<b>Subtotal</b>				<b>\$ 424,442.50</b>	

Streetscape - Typical Mixed Use (one side of street)					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Standard paving	sf	2,200	\$ 10.00	\$ 22,000.00	205 LNFT example take-off
Upgraded paving	sf	1,800	\$ 20.00	\$ 36,000.00	grey conc. w/sandblast patterned finish
Trees-shade	ea	6	\$ 850.00	\$ 5,100.00	stone or clay pavers or enhanced conc.
Trees-ornamental	ea	0	\$ 450.00	\$ -	
Tree grates	ea	6	\$ 1,500.00	\$ 9,000.00	
Tree lights	ea	12	\$ 1,250.00	\$ 15,000.00	
Benches	ea	10	\$ 1,500.00	\$ 15,000.00	
Trash	ea	4	\$ 750.00	\$ 3,000.00	
Pole lights	ea	4	\$ 7,000.00	\$ 28,000.00	
<b>Subtotal</b>				<b>\$ 133,100.00</b>	<b>\$ 649.27</b> Cost per linear foot

Streetscape - Typical Residential (one side of street)					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Standard paving	sf	3,050	\$ 7.50	\$ 22,875.00	330 LNFT example take-off
Upgraded paving	sf	1,400	\$ 20.00	\$ 28,000.00	grey conc. w/broom finish
Trees-shade	ea	8	\$ 850.00	\$ 6,800.00	stone or clay pavers or enhanced conc.
Trees-ornamental	ea	8	\$ 450.00	\$ 3,600.00	
Tree grates	ea	7	\$ 1,500.00	\$ 10,500.00	
Tree lights	ea	16	\$ 1,250.00	\$ 20,000.00	
Benches	ea	6	\$ 1,500.00	\$ 9,000.00	
Trash	ea	3	\$ 750.00	\$ 2,250.00	
Pole lights	ea	4	\$ 7,000.00	\$ 28,000.00	
Landscape planting bed area	sf	2,475	\$ 8.00	\$ 19,800.00	
<b>Subtotal</b>				<b>\$ 150,825.00</b>	<b>\$ 457.05</b> Cost per linear foot

Vehicular Intersection (typ., ea.)					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Concrete unit pavers	sqft	3,675	\$ 18.00	\$ 66,150.00	with concrete sub slab
<b>Subtotal</b>				<b>\$ 66,150.00</b>	

Pedestrian Crosswalk (typ., ea.)					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Concrete unit pavers	sqft	1,350	\$ 18.00	\$ 24,300.00	with concrete sub slab
<b>Subtotal</b>				<b>\$ 24,300.00</b>	

# Co-op District Stormwater Management Concept

proposed by Bury + Partners civil engineers



- Property Boundary
- Proposed Stormwater

Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.



HUTTO CITY HALL	06/14/09	06/14/09
<b>PHASE I - INTERIM CITY HALL BUILDING ONLY</b>	<b>Bldg. Size: 14,000</b>	<b>14,000</b>
<b>HUTTO, TEXAS</b>	<b>Site Size: Enter SF</b>	<b>43560</b>
<b>Show Area Breakdowns &amp; Footprints</b>		

**TOTAL COST FROM BELOW: \$1,998,606      COST/SF: \$142.76**

**BASE BID**

**DIV. 2: SITEWORK**

	QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>SELECTIVE DEMOLITION - BUILDING</b>					
Hand disassembled gin buildings	2	ls	\$ 30,000.00	60,000	60,000
Grain Building moved	7,071	sf	\$ 20.00	141,420	141,420
<b>EXCAVATION</b>					
<b>SITEWORK</b>					
Cut building pad (Grain)	1,571	cy	\$ 8.00	12,571	12,571
Paved area select fill	1,361	cy	\$ 15.00	20,417	20,417
Subgrade Prep @ Grain Pad	7,071	sf	\$ 1.00	7,071	7,071
Subgrade Prep @ area 1	10,000	sf	\$ 1.00	10,000	10,000
Berm on backside and grading	1,161	cy	\$ 12.00	13,938	13,938
Mobilization/ misc grading/ Demob	1	ls	\$ 30,000.00	30,000	30,000
<b>STRIPING</b>					
Handicp loading striping	1	ea	\$ 75.00	75	75
Handicap Signs (sidewalk mount)	2	ea	\$ 200.00	400	400
Directional Signs	2	ea	\$ 190.00	380	380
Handicap Symbols	2	ea	\$ 45.00	90	90
4" Striping	1,400	lf	\$ 0.20	280	280
Fire Lane Striping	500	lf	\$ 0.30	150	150
Crosswalks	30	lf	\$ 2.85	86	86
Directional Arrows	2	ea	\$ 65.00	130	130
Wheel Stops - In Concrete - Grout or Glue	35	ea	\$ 40.00	1,400	1,400
<b>EROSION CONTROL</b>					
Silt Fencing	1,000	lf	\$ 1.10	1,100	1,100
Concrete washout pit	1	ea	\$ 300.00	300	300
Const Entrance - 50'x14'x8" (no fabric)	1	ea	\$ 1,000.00	1,000	1,000
Inlet Protection - Stage 2	4	ea	\$ 50.00	200	200
SWPP Narrative	1	ea	\$ 850.00	850	850
Site Inspections	3	mo	\$ 200.00	600	600
<b>TERMITE CONTROL</b>					
Termite Control	14,000	sf	\$ 0.16	2,240	2,240
<b>MISCELLANEOUS SITE</b>					
6' Temp. Construction Fence - 12 Mos.	1,000	lf	\$ 1.65	1,650	1,650
Temporary Gates - 6x20	1	ea	\$ 300.00	300	300
				0	0
<b>TOTAL SITEWORK</b>				<b>306,647</b>	<b>306,647</b>

**DIV. 2: UTILITIES - WATER/SEWER**

	QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>Utilities</b>					
Utility allowances	1	ls	\$ 30,000.00	30,000	30,000
				0	0
<b>TOTAL UTILITIES:</b>				<b>30,000</b>	<b>30,000</b>

**DIV. 2: LANDSCAPE & IRRIGATION**

	QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>LANDSCAPE &amp; IRRIGATION</b>					
IN TBG Budget	-		\$ -	0	0
<b>TOTAL LANDSCAPE &amp; IRRIGATION:</b>				<b>0</b>	<b>0</b>

<b>DIV. 3: CONCRETE</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>BUILDING CONCRETE</b>						
	Piers	1,400	lf	\$ 45.00	63,000	63,000
	Concrete Wingwalls	29	cy	\$ 450.00	13,067	13,067
	Slab and beam structure	7,071	ea	\$ 10.00	70,710	70,710
	Building walls	5,720	sf	\$ 10.00	57,200	57,200
	Concrete Stairs	1	ea	\$ 12,500.00	12,500	12,500
	Suspended Slab	7,071	ea	\$ 10.00	70,710	70,710
<b>SITE CONCRETE</b>						
	Concrete paving with steps	4,500	sf	\$ 8.00	36,000	36,000
	Retaining Walls	4,800	sf	\$ 10.00	48,000	48,000
	Sidewalk	4,000	sf	\$ 3.90	15,600	15,600
	Curb& Gutters	700	lf	\$ 13.00	9,100	9,100
					0	0
<b>TOTAL CONCRETE:</b>					<b>395,887</b>	<b>395,887</b>

<b>DIV. 4: MASONRY</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>MASONRY</b>						
					0	0
<b>TOTAL MASONRY:</b>					<b>0</b>	<b>0</b>

<b>DIV. 5: METALS</b>				<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>STRUCTURAL STEEL</b>						
	Misc Steel Grain building	1	ls	\$ 5,000.00	5,000	5,000
	Dormers on each side framing	2	ea	\$ 12,500.00	25,000	25,000
					0	0
<b>METAL FABRICATIONS</b>						
	Metal Handrails	600	lf	\$ 32.50	19,500	19,500
	install above	600	lf	\$ 6.00	3,600	3,600
	Stair handrails	2	fl	\$ 3,200.00	6,400	6,400
<b>TOTAL METALS:</b>					<b>59,500</b>	<b>59,500</b>

<b>DIV. 6: ROUGH CARPENTRY</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>ROUGH CARPENTRY</b>						
	Misc rough Carpentry	1		\$ 2,500.00	2,500	2,500
					0	0
<b>TOTAL CARPENTRY:</b>					<b>2,500</b>	<b>2,500</b>

<b>DIV. 6: MILLWORK</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>P-LAM CABINETS</b>						
	Millwork finish allowance	1	sf	\$ 10,000.00	10,000	10,000
<b>TRIMWORK</b>						
1	Trim work	1		\$ 2,500.00	2,500	2,500
					0	0
<b>TOTAL MILLWORK:</b>					<b>12,500</b>	<b>12,500</b>

<b>DIV. 7: SEALANTS &amp; CAULKING</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>WATERPROOFING &amp; SEALANTS</b>						
	Sealants & Caulking - Per Bldg. SF	7,071	sf	\$ 1.00	7,071	7,071
	Parking & paving control	700	lf	\$ 1.20	840	840
	Waterproofing	4,800	sf	\$ 1.25	6,000	6,000
	Insulation ( in drywall)	-		\$ -	0	0
<b>TOTAL:</b>					<b>13,911</b>	<b>13,911</b>

<b>DIV. 7: ROOFING</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>ROOFING</b>						
	Minor Roof Repairs	1	sf	\$ 5,000.00	5,000	5,000
	Roof dormers	2	ea	\$ 7,500.00	15,000	15,000
<b>METAL WALL PANELS</b>						
	Metal wall panels/Louvers	1	sf	\$ 25,000.00	25,000	25,000
					0	0
<b>TOTAL ROOFING:</b>					<b>45,000</b>	<b>45,000</b>

<b>DIV. 8: DOORS &amp; HARDWARE</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>METAL DOORS &amp; FRAMES</b>						
	Doors /Frames and Hardware	12		\$ 700.00	8,400	8,400
<b>TOTAL:</b>					<b>8,400</b>	<b>8,400</b>

<b>DIV. 8: GLASS &amp; GLAZING</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>STOREFRONT &amp; GLAZING</b>						
	Glass and Glazing	600	sf	\$ 35.00	21,000	21,000
<b>TOTAL DOORS &amp; HARDWARE:</b>					<b>21,000</b>	<b>21,000</b>

<b>DIV. 9: DRYWALL &amp; ACOUSTICAL</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>FRAMING &amp; DRYWALL</b>						
	Interior Finishes (Very Moderate)	14,000	sf	\$ 25.00	350,000	350,000
					0	0
<b>TOTAL DRYWALL &amp; ACOUSTICAL:</b>					<b>350,000</b>	<b>350,000</b>

<b>DIV. 9: FLOORING</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>CARPET &amp; RESILIENT FLOORING</b>						
	Flooring Finish allowance	14,000	sf	\$ 5.00	70,000	70,000
					0	0
<b>TOTAL FLOORING:</b>					<b>70,000</b>	<b>70,000</b>

<b>DIV. 9: PAINTING</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>PAINTING</b>						
	Painting general	14,000	sf	\$ 2.25	31,500	31,500
					0	0
<b>TOTAL PAINTING:</b>					<b>31,500</b>	<b>31,500</b>

<b>DIV. 10: SPECIALTIES</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>TOILET PARTITIONS</b>						
	Misc Toilet partitions	2		\$ 2,500.00	5,000	5,000
<b>TOILET ACCESSORIES</b>						
	General Accessories - Material Only	10	ea	\$ 85.00	850	850
	Accessory Labor	10	ea	\$ 20.00	200	200
	Framed Mirrors - 24"x48"	2	ea	\$ 165.00	330	330
<b>FIRE EXTINGUISHERS / CABINETS</b>						
	Standard Fire Extinguisher & Cabinet	2	ea	\$ 225.00	450	450
	Standard FE & Cabinet Install	2	ea	\$ 25.00	50	50
<b>SIGNAGE</b>						
	Interior ADA Signage - Restroom signage onl	2	ea	\$ 45.00	90	90
<b>KNOX BOX</b>						
	Knox Box	1	ls	\$ 300.00	300	300
	Install above	1	ea	\$ 125.00	125	125
					0	0
<b>TOTAL SPECIALTIES:</b>					<b>7,395</b>	<b>7,395</b>

<b>DIV. 11: EQUIPMENT</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>OWNER PROVIDED &amp; INSTALLED EQUIPMENT</b>						
					0	0
					0	0
<b>TOTAL EQUIPMENT:</b>					<b>0</b>	<b>0</b>

<b>DIV. 12: FURNISHINGS</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
	owner supplied	1	ls		xxxxxxxxxxx	0
					0	0
<b>TOTAL FURNISHINGS:</b>					<b>0</b>	<b>0</b>

<b>DIV. 13: SPECIAL CONSTRUCTION</b>		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>PRE-ENGINEERED BUILDINGS</b>						
					0	0
<b>TOTAL SPECIAL CONSTRUCTION:</b>					<b>0</b>	<b>0</b>

<b>DIV. 14: CONVEYING SYSTEMS</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>ELEVATORS</b>						
	single cab elevator	2	stops	\$ 17,500.00	35,000	35,000
<b>TOTAL CONVEYING SYSTEMS:</b>					<b>35,000</b>	<b>35,000</b>

<b>DIV. 15: FIRE PROTECTION</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>FIRE SPRINKLER</b>						
	Unsprinkled Building		sf	\$ 1.65	0	0
					0	0
<b>TOTAL FIRE PROTECTION:</b>					<b>0</b>	<b>0</b>

<b>DIV. 15: PLUMBING</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>PLUMBING</b>						
	Plumbing Fixtures & Install	15	ea	\$ 3,000.00	45,000	45,000
					0	0
<b>TOTAL PLUMBING:</b>					<b>45,000</b>	<b>45,000</b>

<b>DIV. 15: H.V.A.C.</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>HVAC</b>						
	HVAC per Bldg. Sq. Ft. - Split System	47	ton	\$ 2,500.00	116,667	116,667
					0	0
<b>TOTAL HVAC:</b>					<b>116,667</b>	<b>116,667</b>

<b>DIV. 16: ELECTRICAL</b>		<b>QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM TOTAL</b>	<b>ADJ TOTAL</b>
<b>BUILDING ELECTRIC</b>						
	Building & Site Electrical - General	14,000	sf	\$ 16.00	224,000	224,000
					0	0
<b>TOTAL ELECTRICAL:</b>					<b>224,000</b>	<b>224,000</b>

**DIV. 1: GENERAL CONDITIONS - OP**

		QTY.	UNIT	UNIT COST	ITEM TOTAL	ADJ TOTAL
<b>TOTAL MONTHS:</b>		<b>6.0</b>				
<b>TOTAL WEEKS:</b>		<b>26</b>				
1	PROJECT MGR. 1/3 TIME	25.98	wk	\$ 600.00	15,588	15,588
2	PROJ. MGR- TRAVEL	4.00	ea	\$ 250.00	1,000	1,000
3	SUPERINTENDANT	25.98	wk	\$ 1,150.00	29,877	29,877
4	SECRETARY	25.98	wk	\$ 200.00	5,196	5,196
5	TRUCK ALLOWANCE	6.00	mo	\$ 500.00	3,000	3,000
6	MOBILIZATION	1.00	ls	\$ 2,000.00	2,000	2,000
7	SITE ENGINEERING	1.00	ls	\$ 2,500.00	2,500	2,500
8	JOB SIGN	1.00	ea	\$ 500.00	500	500
9	OFFICE TRAILERS - 32x8	6.00	mo	\$ 315.00	1,890	1,890
10	TELEPHONE	6.00	mo	\$ 250.00	1,500	1,500
11	TEMP TOILETS (x 2)	6.00	mo	\$ 150.00	900	900
12	TEMP ELECTRICITY	6.00	mo	\$ 100.00	600	600
13	TEMP POWER	14,000.00	sf/mo	\$ 1,400.00	1,400	1,400
13	TEMP POWER - GENERATOR RENTAL	1.00	mo	\$ 1,250.00	1,250	1,250
14	TEMP WATER	8.00	mo	\$ 100.00	800	800
15	DUMPSTER (4 Switch-Outs)	6.00	mo	\$ 800.00	4,800	4,800
16	FINAL CLEAN-UP	14,000.00	sf	\$ 0.12	1,680	1,680
17	SMALL TOOLS	6.00	mo	\$ 100.00	600	600
18	EQUIPMENT RENTAL	6.00	mo	\$ 100.00	600	600
19	OFFICE SUPPLIES	6.00	mo	\$ 100.00	600	600
20	POSTAGE/FREIGHT	6.00	mo	\$ 100.00	600	600
21	SAFETY PLAN IMPLEMENTATION	6.00	mo	\$ 100.00	600	600
22	ICE/CUPS	25.98	wk	\$ 30.00	779	779
23	PROGRESS PHOTOS	6.00	mo	\$ 50.00	300	300
24	FINAL PHOTOS	1.00	ls	\$ 450.00	450	450
25	BLUE PRINTS	1.00	ls	\$ 2,500.00	2,500	2,500
26	<b>BUILDERS RISK</b>	1,200.00	k	\$ 2.50	3,000	3,000
27	GEN. LIABILITY INS.	1,200.00	k	\$ 6.50	7,800	7,800
28	WARRANTY	1.00	ls	\$ 1,000.00	1,000	1,000
29	<b>P &amp; P BOND</b>	1.00		\$13,000	13,000	13,000
30	PAYROLL/TAXES/INSURANCE	1.00	unit	\$ 16,718.13	16,718	16,718
31	TESTING	1.00	ls	\$ 5,500.00	5,500	5,500
<b>SUBTOTAL GENERAL CONDITIONS:</b>					<b>128,529</b>	<b>128,529</b>

<b>HUTTO CITY HALL</b>		<b>Bid Date:</b>	<b>06/14/09</b>	
<i>Estimate Summary</i>		<b>Project Size:</b>	14,000	
<b>PHASE I - INTERIM CITY HALL BUILDING ONLY</b>				
		<b>SUB TOTAL</b>	<b>PER SFT</b>	
<b>SHELL ONLY</b>				
DIV 1 - GENERAL CONDITIONS		128,529	\$	9.18
DIV 2 - SITEWORK		306,647	\$	21.90
DIV 2 - UTILITIES		30,000	\$	2.14
DIV 2 - LANDSCAPE/IRRIGATION		0	\$	-
DIV 3 - CONCRETE		395,887	\$	28.28
DIV 4 - MASONRY		0	\$	-
DIV 5 - STEEL		59,500	\$	4.25
DIV 6 - CARPENTRY		2,500	\$	0.18
DIV 7 - CAULKING & SEALANTS		13,911	\$	0.99
DIV 7 - ROOFING		45,000	\$	3.21
<b>SUBTOTAL SHELL ONLY Grain BUILDING</b>			<b>\$</b>	<b>70</b>
				<b>\$ 981,973</b>
<b>FINISHES Grain BUILDING</b>				
DIV 6 - MILLWORK		12,500	\$	0.89
DIV 8 - DOORS & HARDWARE		8,400	\$	0.60
DIV 8 - STOREFRONT, G & G		21,000	\$	1.50
DIV 9 - DRYWALL & ACOUSTICAL		350,000	\$	25.00
DIV 9 - FLOORING		70,000	\$	5.00
DIV 9 - PAINT & VWC		31,500	\$	2.25
DIV 10 - MISC. SPECIALTIES		7,395	\$	0.53
DIV 11 - EQUIPMENT		0	\$	-
DIV 12 - FURNISHINGS		0	\$	-
DIV 13 - SPECIAL CONSTRUCTION		0	\$	-
DIV 14 - CONVEYING SYSTEMS		35,000	\$	2.50
DIV 15 - PLUMBING		45,000	\$	3.21
DIV 15 - FIRE PROTECTION		0	\$	-
DIV 15 - H.V.A.C.		116,667	\$	8.33
DIV 16 - ELECTRICAL		224,000	\$	16.00
<b>SUBTOTAL FINISH ONLY</b>			<b>\$</b>	<b>65.82</b>
				<b>\$ 921,462</b>
<b>SUBTOTAL SHELL AND FINISH</b>		<b>\$1,903,434</b>	<b>\$</b>	<b>135.96</b>
<b>CONTRACTOR OVERHEAD/PROFIT</b>		<b>\$95,172</b>	<b>\$</b>	<b>6.80</b>
				<b>5.00%</b>
<b>TOTAL</b>		<b>\$1,998,606</b>	<b>\$</b>	<b>142.76</b>

**HUTTO CITY HALL**

**06/14/09**

**06/14/09**

**PHASE I - NEW CITY HALL BUILDING**

**Bldg. Size: 32,523**

**HUTTO, TEXAS**

**Site Size: Enter SF**

43560

**Show Area Breakdowns & Footprints**

DESCRIPTION	QTY.	UNIT	UNIT COST	ITEM TOTAL	REMARKS
Reused Silo modified to 20'	1	ls	\$ 30,000.00	\$ 30,000.00	
New silo inside old silo	1	ls	\$ 10,000.00	\$ 10,000.00	
New suspended slab on top of existing slab	4,416	SF	\$ 14.00	\$ 61,818.75	
Silo finish costs	4,071	SF	\$ 80.00	\$ 325,680.00	
City council chamber additional finish	2,463	SF	\$ 25.00	\$ 61,575.00	Additional millwork and decorative finishes
New Service First silo	707	SF	\$ 120.00	\$ 84,840.00	
Service first corridor with reused frames	6,145	SF	\$ 140.00	\$ 860,300.00	
City Offices partial subgrade parking	27,000	SF	\$ 45.00	\$ 1,215,000.00	
City Offices two floor area	21,600	SF	\$ 175.00	\$ 3,780,000.00	
Surface parking and Site costs	1	ls	\$ 275,000.00	\$ 275,000.00	
<b>SUBTOTAL NEW CITY HALL COSTS</b>	<b>32,523</b>	<b>SF</b>	<b>\$ 206.14</b>	<b>\$ 6,704,213.75</b>	Subgrade Parking not included in square footage
<b>OPTIONS</b>					
Straw bale in lieu of masonry wall	5,200	sf	\$ 7.75	\$ 40,300.00	
Decorative concrete at walks	4,000	sf	\$ 2.50	\$ 10,000.00	

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- All images and photographs are courtesy of Antenora Architects llp and The City of Hutto except photographs of Bellevue, Washington City Hall, courtesy of SRG Partnership, Inc. and Richmond City Hall, courtesy of Kuwabara Payne McKenna Blumberg Architects.
- Please Note: No drawing, diagram or specification included in this Facility Needs Assessment may be used for the purposes of regulatory approval, permitting, or construction.