AGENDA ITEM SUMMARY

City of Eugene and Lane County Joint Work Session

Meeting Date: October 19, 2016

ISSUE STATEMENT
The purpose of this work session is to present an update on the work of the Joint Task Force on Coordinated Downtown Development.

BACKGROUND
On July 14, 2016, the Board of County Commissioners and Eugene City Council held a joint session to provide an update on several planned projects in downtown Eugene and to discuss the potential for collaboration on the development of a renewed civic center.

On July 18, 2016, the Eugene City Council approved a motion to direct the City Manager to work with the County and the Court to investigate the following possibilities: (1) a new City Hall on the Butterfly Lot and a Courthouse on the full City Hall block; (2) Phase 1 of a new City Hall as currently planned and a wrap-around Courthouse; (3) other options that may arise. The motion also cited factors to consider including, but not limited to, parking, City Hall Phase 2 and farmer's market. Further, Council directed that the work with the County and Court shall be completed by November 15, 2016. Following this action by the Council, the Board of County Commissioners provided similar direction to the County Administrator in its July 19, 2016 meeting. To fulfill this charge, City and County staff met regularly through the month of August to charter the work and begin the collaborative effort necessary to fulfill the direction of each of the elected bodies.

On September 20, 2016, staff presented an update on these efforts to a joint session of the Board of County Commissioners and Eugene City Council. This update included a review of the Elected Representative Group (ERG) members and their role in the work, a review of the joint Staff Task Force (STF) members, and an introduction of the task force's independent facilitator, Cameron McCarthy. Additionally, Cameron McCarthy reviewed the planned scope of work of the task force, as well as the approach and methodology they will employee in order to meet the demanding schedule the work must be completed within.

In this session, City and County staff, along with representatives from Cameron McCarthy, will present information on work completed since the last joint elected officials meeting. This includes an update on the project task/action list (Attachment A), a review of the space programs that have been developed for each of the uses to be accommodated under each development scenario (Attachment B), a discussion on the task force's draft prerequisites and considerations document (Attachment C), and a presentation of preliminary development concept models.

RECOMMENDATION
There are no specific recommendations at this time.

ATTACHMENTS

A. Coordinated Downtown Development Task/Action List, dated 10/12/17
B. Coordinated Downtown Development, Draft Program Summaries
C. Coordinated Downtown Development, Draft Prerequisites and Considerations

FOR MORE INFORMATION

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Coordinated Downtown Development
Lane County & City of Eugene

PROJECT TASK / ACTION LIST

October 12, 2016

SCHEDULE	
Next Meetings:	JSTF - 10/19, 8:15-9:00AM ERG - 10/14, 12:00-1:30PM JEO - 10/19, 12:00-1:30PM
Weeks Remaining:	6 (of 12)

TASK	ITEM	RESPONSIBLE PARTY	DUE DATE STATUS
1	**Project Initiation**		
	Stakeholder Outreach	COE/LC	Ongoing
	Stakeholder Meetings		
	▪ 9/7 CPW/Public Market Feasibility Study	COE/LC/CM	Complete
	▪ 9/8 COE/Downtown Projects	COE/LC/CM	Complete
	▪ 9/13 LC/Courthouse Needs Assessment Study	LC/CM	Complete
	▪ 9/21 LC/Butterfly Lot Legal Research	COE/LC/CM	Complete
	▪ 9/21 LC/District Attorney	LC/CM	Complete
	▪ 9/21 LC/Sherriff's Office	LC/CM	Complete
	▪ 9/22 Travel Lane County	LC/COE	Complete
	▪ 9/22 Farmers Market	LC/COE	Complete
	▪ 9/23 Saturday Market	LC/COE	Complete
	▪ 9/26 COE Goals	COE/CM	Complete
	▪ 9/27 Downtown Parking	COW/LC/CM	Complete
	▪ 9/27 AIA/SWO	COE/LC/CM	Compete
	▪ 9/29 Hilton	LC/COE	Complete
	▪ 10/4 Farmers Market follow up	LC/COE/CM	Complete
	▪ 10/5 Travel Lane County follow up	LC/COE	Complete
	▪ 10/12 Justice Center/Municipal Court	LC/COE/CM	Scheduled
	▪ 10/19 AIA/SWO	CM	Scheduled

TASK	ITEM	RESPONSIBLE PARTY	DUE DATE STATUS
	Elected Representatives Group Meetings ▪ 9/12 ERG Meeting ▪ 10/7 ERG Meeting ▪ 10/14 ERG Meeting		 Complete Complete Scheduled
	Joint Elected Officials Meetings ▪ 9/20 JEO Update ▪ 10/19 JEO Update ▪ 11/14 JEO Update		 Complete Scheduled Scheduled
1.1	Communications Plan (Internal)	CM	Final
1.2	Project Goals	CM	Final
2	**Research & Data Gathering**		
	▪ City Hall ○ Request for SketchUp Model ○ Request for Existing Conditions info ▪ Courthouse ▪ Public Service Building ○ Request for historical info ▪ Butterfly Lot ▪ Farmers Market ○ CPW Report Update ▪ Park Blocks ▪ Municipal Court ▪ All properties ○ Title Reports	 COE COE LC LC CM	 Complete Complete Pending Pending Pending
2.1	Land Use Requirements Memo	CM	Draft
2.2	Existing Conditions Maps and Property Summaries	CM	Draft
2.3	Site Analysis Diagrams ▪ 9/16 Background data request to CE	CM COE	10/19 Complete
2.4	Opportunities and Constraints Diagrams	CM	10/19
3	**Facility Programming & Templates**		
3.1	Facility Program Summaries	CM/RSA	Draft
3.2	Building and Site Templates	CM/RSA	Draft
3.3	Development Concept Base Files	CM	Draft
3.4	Prerequisites and Considerations	CM/RSA	Draft
4	**Coordinated Development Concepts**		
4.1	Preliminary Development Concepts	CM/RSA	Draft

TASK	ITEM	RESPONSIBLE PARTY	DUE DATE STATUS
4.2	Refined Development Concepts	CM/RSA/RLB	10/19
4.3	Preferred Development Concepts	CM/RSA/RLB	10/26
5	**Reporting**		
5.1	Draft Report	CM	11/2
5.2	Final Report	CM	11/9

COORDINATED DOWNTOWN DEVELOPMENT
LANE COUNTY & CITY OF EUGENE

DRAFT PROGRAM SUMMARIES
October 7, 2016

EUGENE CITY HALL					NOTES
Phase 1					
Building					LEED Silver Baseline, LEED Gold Preferred
Council Chambers	3,000	GSF			
Council Work Session Room	1,200	GSF			
Lobby	2,000	GSF			
Council Office Space	1,000	GSF			
Mayor's Office + Conference Room	800	GSF			
City Manager's Office	22,000	GSF			Staff of 30
Related Meeting and Support Spaces	5,000	GSF			
Subtotal Building			**35,000**	**GSF**	
Site					
Parking, Secure (15-20 Vehicles)	7,000	GSF			20 Spaces @ 350 SF
Bike Parking, Covered Structure	500	GSF			
Public Plaza	8,000	GSF			
Service and Support	5,000	GSF			
Landscaping / Stormwater Management		GSF			Percentage of Impervious Area
Subtotal Site			**20,500**	**GSF**	
Total Combined Area Phase 1			**55,500**	**GSF**	
Phase 2					
Building					LEED Silver Baseline, LEED Gold Preferred
Public Works Department	40,000	GSF			Joint PW/PDD Facility is Preferred
Planning & Development Department	40,000	GSF			Joint PW/PDD Facility is Preferred
Information Services Department	15,000	GSF			
Human Resources and Risk Services Department	10,000	GSF			
Finance & Central Services Department	10,000	GSF			
Subtotal Building			**115,000**	**GSF**	
Site					
Parking, Secure	0	GSF			Use Downtown Parking Pool
Service and Support	5,000	GSF			
Landscaping / Stormwater Management		GSF			Percentage of Impervious Area
Subtotal Site			**5,000**	**GSF**	
Total Combined Area Phase 2			**120,000**	**GSF**	
Total Combined Phase 1 and Phase 2			**175,500**	**GSF**	

EUGENE MUNICIPAL COURT					NOTES
Building					LEED Silver Baseline, LEED Gold Preferred
Municipal Court	18,500	GSF			
Community Court	1,500	GSF			
Subtotal Building			**20,000**	**GSF**	
Site					
Parking, Secure	2,100	GSF			6 Spaces @ 350 SF
Parking, Public	0	GSF			Use Downtown Parking Pool
Bike Parking, Covered Structure	200	GSF			
Service and Support		GSF			
Landscaping / Stormwater Management		GSF			Percentage of Impervious Area
Subtotal Site			**2,300**	**GSF**	
Total Combined Area			**22,300**	**GSF**	

COORDINATED DOWNTOWN DEVELOPMENT
LANE COUNTY & CITY OF EUGENE

DRAFT PROGRAM SUMMARIES
October 7, 2016

LANE COUNTY COURTHOUSE					NOTES
Building					
Public Facilities & Building Support Spaces	21,963	GSF			Excludes Secure Parking
Courts	82,880	GSF			
Courts Administration	22,648	GSF			
Sheriff Transport and Central Holding	7,364	GSF			In Courthouse, Required
Main Sheriff's Office	43,414	GSF			May be in Separate Facility adjacent to Courthouse
Parole and Probation Services	5,480	GSF			May be in Separate Facility adjacent to Courthouse
State Offices	23,125	GSF			
District Attorney Office	29,256	GSF			May be in Separate Facility adjacent to Courthouse
District Attorney's Satellite Office / Grand Jury	3,904	GSF			Needed in Courthouse only if DA Offices not in Courthouse
Subtotal Building			**240,034**	**GSF**	
Site					
Secure Parking, Judicial	10,500	GSF			30 Spaces @ 350 SF, Direct Access to Courthouse
Secure Parking, DA / Sheriff	3,500	GSF			10 Spaces @ 350 SF, Direct Access to DA/Sheriff
Secure Parking, Sheriff Patrol	10,500	GSF			30 Spaces @ 350 SF (Half Total) Near Sheriff Office
Bike Parking, Covered Structure	500	GSF			
Public Plaza	19,800	GSF			Size of Existing Wayne Morse Plaza
Service and Support	5,000	GSF			
Landscaping / Stormwater Management		GSF			Percentage of Impervious Area
Subtotal Site			**49,800**	**GSF**	
Total Combined Area			**289,834**	**GSF**	

LANE COUNTY FARMERS MARKET					NOTES
Building					
Storage	150	GSF			Tables, chairs, equipment, signage, etc.
Restrooms	300	GSF			
Indoor / Covered Facility	12,000	GSF			Included in Vending Area below; 25-30 Venders
Subtotal Building			**12,450**	**GSF**	
Site					
Outdoor Vending Area (Undercover and Open)	35,550	GSF			Saturday Largest Use: 100-120 Spaces, 10x10, 10x20, 10x30 Sizes
Bike Parking, Covered Structure	500	GSF			
Service & Support	2,000	GSF			
Landscaping / Stormwater Management	2,000	GSF			Percentage of Impervious Area
Subtotal Site			**40,050**	**GSF**	
Total Combined Area			**52,500**	**GSF**	

COORDINATED DOWNTOWN DEVELOPMENT
LANE COUNTY & CITY OF EUGENE

DRAFT PREREQUISITES AND CONSIDERATIONS
October 6, 2016

SITE	
Zoning	Are the tax lots properly zoned for their intended use?
Lot Size/ Buildable Area	Does the scenario provide adequate areas to support full buildout of intended uses after setback requirements are considered?
Development	Does the scenario accommodate the independent timelines of individual projects (i.e. through phased development)?
	Are there opportunities for future expansion (i.e. on nearby developable sites or through the repurposing of existing facilities)?
	Does the scenario require extensive relocation or removal of existing infrastructure or utilities?
Configuration/ Design Implications	Does the scenario create positive outdoor open spaces?
	Does the scenario allow for the building(s) to create optimal solar access?
	Does the topography allow for universal accessibility?
Access	Does the scenario allow for adequate and appropriate vehicular access for each of the uses included?
	Does the scenario allow for adequate and appropriate service access for each of the uses included?
	Does the scenario allow for adequate and appropriate building entries?
Infrastructure	Do the proposed facilities have reasonable access to adequate utility services and infrastructure?
	Are the new or modified infrastructure needs (e.g. water, power, telecomm, gas, vaults, routing of utilities) cost effective?

CONTEXT	
Relationship to Surrounding Elements	Does the scenario impact adjacent buildings, including other government facilities, in terms of building height, use, and access?
	Does this scenario impact the Park Blocks?
	Does the scenario impact adjacent outdoor programs or functions?
	Does the scenario impact important existing landscape features and amenities?
	Does the scenario impact adjacent cultural and historic resources?
	Does the scenario impact viewsheds / view corridors?
Planning	Does the scenario aid in implementing the Eugene Downtown Plan (2004) goals and policies?
	Does the scenario enhance 8th Avenue as a 'Great Street'? (W2W)
	Does the scenario support the creation of "special" places for economic and social interaction?
	Does the scenario promote connections to important public places, including urban plazas and open spaces?
Public Service	Does the scenario allow for co-location of government functions in a way that improves service to the public?

TRANSPORTATION	
Parking	Does the scenario provide opportunities for addressing the impact of increased demand and/or reduced capacity associated with the proposed development?

COORDINATED DOWNTOWN DEVELOPMENT
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DRAFT PREREQUISITES AND CONSIDERATIONS
October 6, 2016

	Does the scenario provide opportunities for addressing the impact of increased demand and/or reduced capacity associated with other planned development in the downtown area and long the riverfront?
Active Transit	Are there connections to public transit within close proximity (i.e. 3 blocks)? Are there connections to pedestrian and bicycle routes?

COST	
Project Costs	What cost increases/savings can be reasonably expected for the City Hall - Phase I project under this scenario, when compared to the planned Phase I construction on the site of the former City Hall? What cost increases/savings can be reasonably expected for the Courthouse project under this scenario, when compared to the constructing on the Butterfly Lot?
Development Costs	What is the total anticipated development cost of this scenario?

ADDITIONAL WORK REQUIRED	
Additional Studies	What additional studies should be conducted to fully develop this concept?
Points of Negotiation	What agreements would need to be in place in order to facilitate this concept?