




Memorandum

Date: February 25, 2015

To: Chris Jordan, City Manager 

From: Ken Worcester, Parks and Recreation Director

Subject: Vacant City Facilities

Purpose: To evaluate the potential use of vacated or under- utilized City-owned buildings for additional programming opportunities for the Parks and Recreation Department.

Background: Last year, at the request of the City Council, the Parks and Recreation Advisory Board (the Board) undertook an effort to explore potential uses for several City-owned buildings no longer serving their intended purposes. The Board originally undertook an effort to survey existing facility users and program participants, and discovered many varied and lacking needs and requests such as “a facility to host a large over 200 people wedding” etc., but soon came to the conclusion the conversation would be better if focused around City Parks and Recreation Department activities and programs only.

Discussion: To accomplish this, the Board reviewed the Recreational Space Inventory (attached) and compared it to the dry side activities of the Recreational Space Needs Study (also attached) that was developed as part of the West Linn Aquatic Center Feasibility Study, past surveys and anecdotal information gathered by staff.

What the Board found was that all of the existing buildings were significantly constrained by size, lack of adequate parking, expensive renovation costs etc. to a point where the Board felt the biggest bang for the buck at least for the space it would provide, was to encourage and support the expansion of the Adult Community Center. The Board also decided that the other remaining buildings in particular the Bolton Fire Hall, the Old Police Station and Robinwood Fire hall would not be a good fit for the Parks Department needs, especially when considering the high capital costs and processes required to create usable space.

Case in point was that if an old fire engine bay was all we needed to meet our space needs, it could easily be accomplished at Sunset Fire Hall which is already permitted and approved for use, at a mere fraction of the cost to permit renovate either Bolton or Robinwood Fire Halls. The Board even asked if it was possible to surplus the existing buildings to generate revenue to build a singular facility that may benefit the entire community

Recommendation: On January 8, 2015, the Board passed the following motion. “The Parks & Recreation Advisory Board has analyzed the potential City space inventory for Parks & Recreation Department recreation programming use. The Board’s priority for space is a Recreation Center. The old Bolton Fire Station, old Police Station and the Robinwood Station do not meet the Parks & Recreation Departments requirements. If surplus City property is sold, the savings in maintenance costs and profit should go towards a Community Recreation center that would meet the needs of the community.”

2014 Recreation Space Inventory (utilized and potential)

	Sunset Fire Hall	Adult Community Center	Adult Community Center Expansion	McLean House	Willamette Fire Station TVFR	Bolton Fire Station TVFR	Robinwood Station	West Linn/Wilsonville School District	Bolton Fire Station (OLD)	Current Police Station	New Police Station
Currently Utilized	Yes	Yes	Anticipated	Yes	Yes	yes	Yes (Temporary)	yes	No	No	No
Square feet	3200	6000	3100	900	650	650	2200	Varies widely	Approx 3900	6300	1120
Restroom's	Yes	Yes	Utilize existing	Yes	Yes	Yes	Yes (needs upgrade)	Yes	Yes	Yes	Yes
Space Types	Meeting Room (600)	Multi Purpose 1 (860)	Multi Purpose Room (1721)	Living Room & Dining (600)	Meeting Room (650)	Meeting Room (650)	Vehicle Bay (1500)	Classrooms	Double Vehicle Bay (1500)	Upstairs (3150)	Meeting Room (1120)
	Ballroom w/Stage (2400)	Multi Purpose 2 (585)	3 Classrooms (500 ea)	Sun Room (200)			Kitchen (120)	Multi Purpose (4000)	Single Deep Bay (900)	Downstairs (3150)	
	Kitchen (200)	Multi Purpose 3 (585)		Kitchen (100)			Common Area (160)	Forums (1600)	Lobby & Admin area (300)		
	Outdoor area	Classroom (418)		Outdoor area			Office/Storage (280)	Cafeterias (2000-4000)	Classroom (600)		
		Kitchen (578)						Gymnasiums (5200-8000)	Offices (4 at 100)		
		Outdoor area							Kitchen (200)		
Rental Fee	Yes	Yes	Yes	Yes	No	No	Yes	Yes	N/A	N/A	No

West Linn Parks and Recreation Space Needs List

D.01	Multi-Purpose Gymnasium (2 court	12,000
D.02	Multi-Purpose Gymnasium (1 court	0
D.02	Gymnasium Storage	600
D.03	Elevated Walk / Jog Track w/ Stret	5,500
D.04	Rock Climbing / Bouldering	800
D.05	Indoor Playground	0
D.06	IP Storage	0
D.07	Multi-Purpose Group Exercise	1,800
D.08	GE Storage	350
D.09	FS S Fitness Studio (1,000sf)	1,000
D.10	FS Storage (150sf)	0
D.11	Racquetball Courts (800sf)	0
D.12	Cardiovascular / Weight Room	4,000
D.13	C/W Storage	150
D.14	Fitness Assessment / Health Scre	200
D.15	Childwatch Room	900
D.16	CW Storage	80
D.17	CW Restrooms (boy's and girl's)	80
	<hr/> Subtotal: Activity Spaces	<hr/> 27,460

E. Commu	E.01	Casual Activities Lounge Areas	800
	E.02	Retail: Deli-Juice Bar / Café Seatin	800
	E.03	Teen Hangout	900
	E.04	Shared Game Room	1,000
	E.05	Community Room - 200 Seated (D	3,600
	E.06	CR Storage (tables, chairs)	500
	E.07	CR Activities Storage	300
	E.08	CR Caterer's / Teaching Kitchen	600
	E.09	CR Public Restroom - Men	300
	E.10	CR Public Restroom - Women	300
	E.11	Multi-Purpose Classroom (2-room	2,000
	E.12	Classroom Storage	200
	E.13	Special Events / Birthday Party Ro	700
	E.14	SE/BP Room Storage	80
		<hr/> Subtotal: Community Spaces	<hr/> 12,080