Minerva Park Facility Sub-Committee

Summary

October 2019
Purpose

Provide solution(s) to . . .

- Overcrowding
- General lack of usable space for:
  - Police
  - EMS
  - Village Administration
  - Our Community

299...We Can do Better!
Step 1  Completed workshops with residents
  • Collected ideas, requirements, requests
  • Determined preferred building location

Step 2  Form Facility Research Sub-Committee
## COMMITTEE MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Jean McCall</td>
<td>Space Planner, MPCA</td>
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<td>Tiffany Hughes</td>
<td>Councilperson, Real Estate</td>
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<td>Dick Busick</td>
<td>Engineer</td>
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<td>Business Analyst</td>
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<td>Beth McFarlane</td>
<td>Architect, public bidding</td>
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<td>Rick Walsh</td>
<td>Construction</td>
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<td>Ed Detwiler</td>
<td>Strategic Planning</td>
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DELIVERABLES TO COUNCIL

• Preliminary Plan with Milestones

• Results of Needs Analysis for each department/service regarding size and utilization of space

• Sketch of Facility (s)

• Identification of Land/Location

• Preliminary budget

• Scope and Time Estimates

• Preliminary Cost Estimates

• Funding Plan
DELIVERABLES

• Results of Needs Analysis for each department

• Site visits to similar size Villages

• Identification of Land/Location

• Topographic Survey of desired site

• Architectural sketches

• Preliminary Cost Estimates

• Preliminary Funding Plan

• Final Presentation to Council and Residents
VISION

- Facility looks like the historical part of the village
  - Complimentary materials
  - Appreciation for the natural surroundings.

- Safety and security would be taken into considerations throughout the design.

- The building would provide exceptional accessibility.

- Building design would maximize usable work space.

- Provide upgraded, inviting work space to promote recruitment and retention of Village employees and police.

- Provide pleasing environment for citizens conducting Village business.
ASSUMPTIONS

1) Our Village is Land Locked.
2) One ambulance bay will be maintained.
3) Mayors Court will continue in a multi-use space.
4) The police force will remain at 9 plus a clerk.
5) Four police vehicles will be maintained.
6) Police Department Services will be separated from departments in a building.
7) The Mayor’s team has office space for 3-5 full time staff and shared space for 2-3 part-time staff.
8) Safety and restricted access is needed.
GENERAL OBSERVATIONS

1. The police department could be separate or shared space/location.
2. Similar size Villages average 4,000 square feet for Police and Administrative.
3. Space demands similar between Police/Admin/Multi-use rooms.
4. A separate dedicated Community Center or room would be additional square feet.
5. EMS. The current location could be maintained, or the EMS could locate elsewhere.
6. The existing Community Building is worth saving and renovating and could be incorporated into an addition.
7. Sharing spaces such as conference rooms and creating multi-use spaces will be important.