

Date: November 22, 2016

To: Mayor and City Council

From: Kent Myers, City Manager 

Subject: Joint City Council/Hill Country University Foundation Board Meeting

I have attached a copy of the agenda for the joint meeting between the City Council and the Hill Country University Foundation Board scheduled next Tuesday, November 29 at 6:00 p.m. at the University Center. A light dinner will be served prior to the start of the meeting. This will also allow an opportunity to visit informally with Board members prior to the start of the meeting.

This meeting is very timely due to several new major projects that are currently in the planning stages for the University Center property. Following presentations on each of these new projects, it is hoped that the Council and Board will understand the importance of updating the master plan for the University Center property to ensure that these projects are developed in a well-planned and coordinated manner.

Attached to the agenda is a copy of the original master plan for the property as well as a draft proposal for development of a new master plan. The staff at Freese and Nichols, including Dan Sefko, developed the draft for preparation of a new master plan several weeks ago. Since that time, they have enlisted the assistance of Steve Thomas to do some of the work including the programming part of the master plan. Both Dan and Steve will attend the meeting to present information on a new master plan and respond to any questions.

I have also attached a copy of a letter that Ernie just received from the Interim Provost at Texas Tech University regarding their commitment to two new faculty positions at the campus. This letter also emphasizes the synergy between the Texas Tech programs and the Texas Center for Wine and Culinary Arts. I think that you will also be able to see a lot of synergy between the other projects that will be discussed at Tuesday's meeting.

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

SPECIAL MEETING

AGENDA

**Hill Country University Center (HCUC) Foundation Board of Directors
City of Fredericksburg City Council
TUESDAY, NOVEMBER 29, 2016
6:00 PM
University Center – 2818 E. US Hwy 290**

1. Call Meeting to Order-Introductions
2. Current City/University Center Agreements (Kent Myers, City Manager)
3. Update on 2003 University Center Master Plan (Brian Jordan, Director of Development Services)
4. Current Facilities at University Center (Bob Hickerson, Executive Director-HCUC)
5. New Potential Projects for University Center Campus (Bob Hickerson and Kent Myers)
 - A. Nursing Education Facility-Central Texas College
 - B. Visual Arts Education Facility-Texas Tech University
 - C. Texas Center for Wine and Culinary Arts
 - D. Student Housing
 - E. Vocational Training Building
 - F. Performing Arts Center
 - G. Hotel/Conference Center
6. Hotel/Conference Center Request for Proposals (Tim Lehmberg and Kent Myers)
7. New Master Plan Proposed Scope of Services (Brian Jordan, Dan Sefko and Steve Thomas)

ADJOURNMENT

Overview

The Master Plan for Texas Hill Country University Center (THCUC) provides a flexible planning framework to guide long-range growth and development for a fifty-year planning period. The Master Plan is based on the full-time student equivalent (FTSE) projection with a 4,000-maximum cap, but not on the yearly time frame. The growth of the new campus is assumed to occur with the increase of FTSE accordingly.

The Master Plan provides an illustrative plan that accommodates all the facilities necessary for the new campus of 4,000 FTSE. In time-phase plans, the initial and second phase developments are illustrated, which are known as immediate needs on the new campus. Beyond the second phase development, the overall direction of the campus growth is presented in a phasing plan. A projection of necessary utility infrastructure is included in this Master Plan associated with the projected FTSE and campus growth.

While intended as a flexible framework to guide future growth and development for a fifty-year planning period, The Master Plan should be revisited and updated periodically. This should include a validation of planning goals and objectives, needs, and requirements to ever-changing planning conditions.



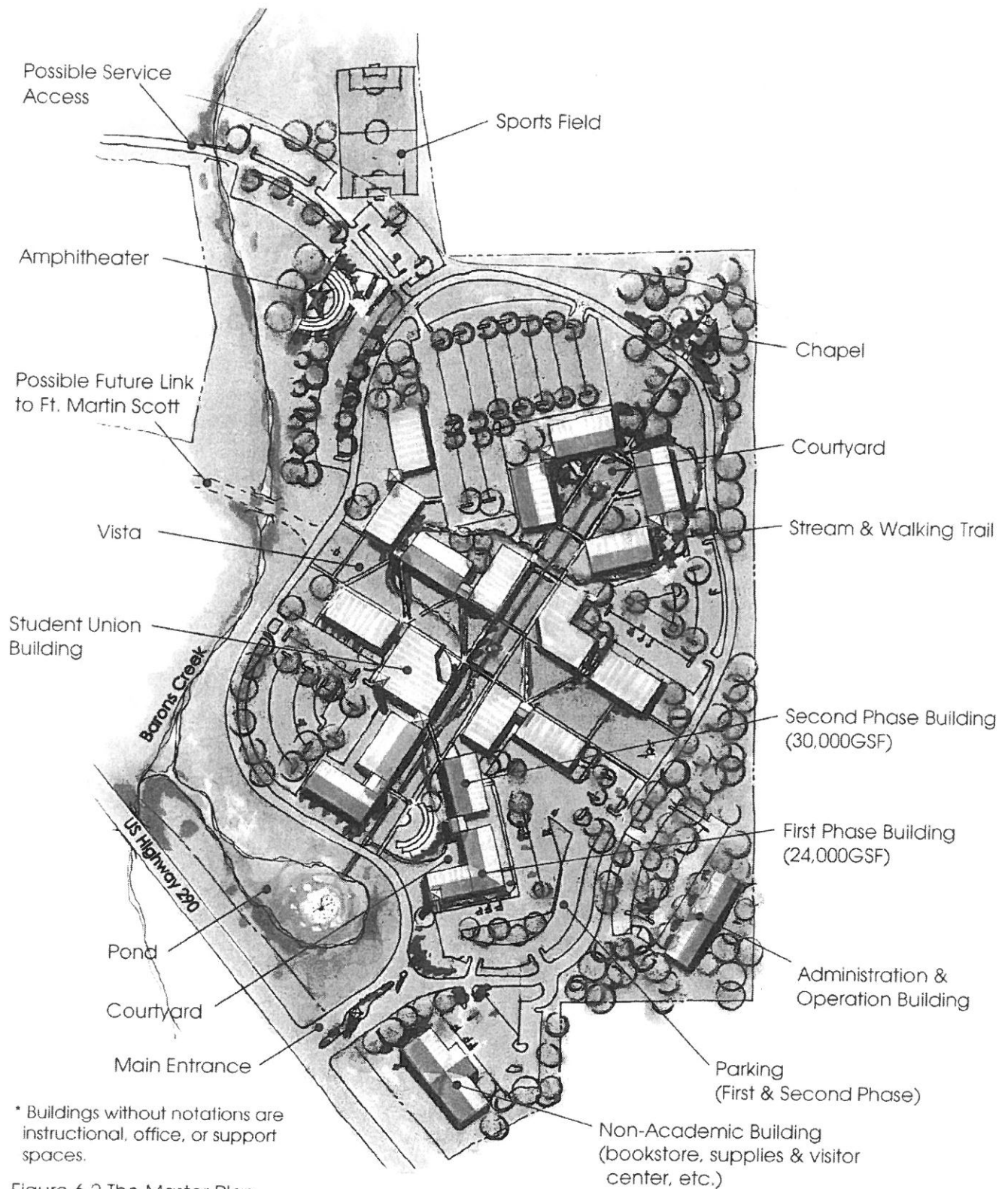


Figure 6.2 The Master Plan

Pfluger Associates Architects
 Stehling · Klein · Thomas · Architects
 Facility Programming and Consulting

Texas Hill Country University Center Master Plan
 The City of Fredericksburg
 June 2003 – Final

Master Planning Criteria

The following criteria provide a basis for the development of the master plan:

- Create a campus that relates to and draws upon, the unique qualities of Fredericksburg and the Texas Hill Country.
- Design a campus that has a clearly defined organization of buildings and open spaces.
- The campus buildings and public spaces should have a human scale. The open spaces between buildings should be of a scale and design to be welcoming and comfortable for small groups of students and faculty.
- The approach to the campus by vehicles should provide an attractive overlook of the campus. There should be a clear sense of arrival—"We are here."
- Create a central, main public space—"The heart of the campus."
- Design the campus to draw pedestrians through the public spaces on their journey from the parking lots to the buildings. This will populate the open spaces and ensure they are used.
- The campus should be designed with a clear landmark or icon. There should be one building or feature that, over time, will come to identify the campus without words.
- The campus will be built in many phases, and it should be designed so that it appears to be complete at each stage of its development.
- The campus plan should allow for the option of long-range expansion beyond the requirements contained in this report.
- The vehicular and pedestrian circulation should be clear and easily identifiable. Keep vehicles on the fringe of the campus. Do not make pedestrians cross roads.
- Lay out the campus plan with the shortest possible roadways to reduce costs, yet still provide two intersections with Highway 290.
- Design a logical and easily expandable network of underground utilities.



Figure 6.3 Building Organization Diagram

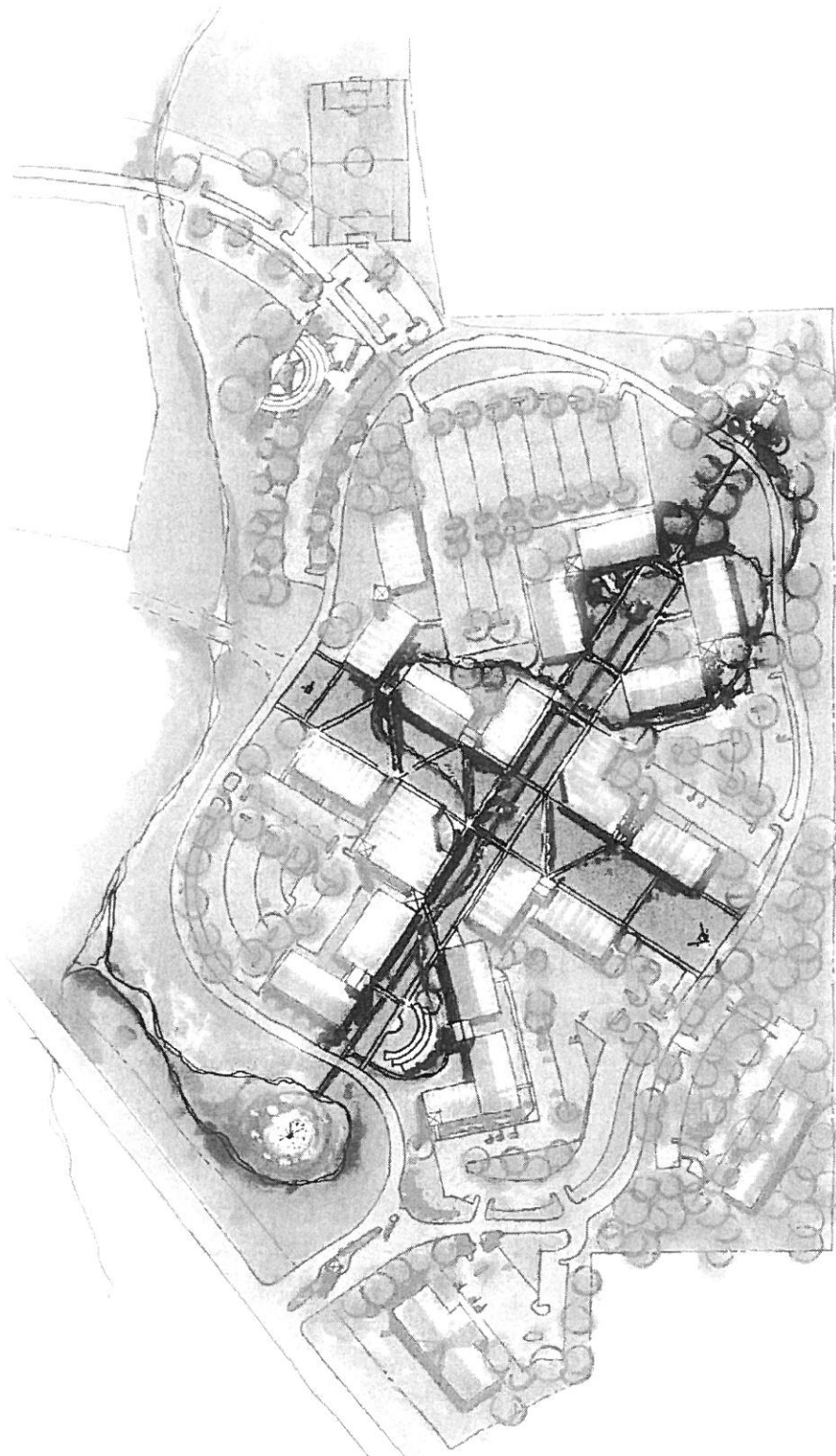


Figure 6.5 Vista, Public Quad & Landscape Diagram

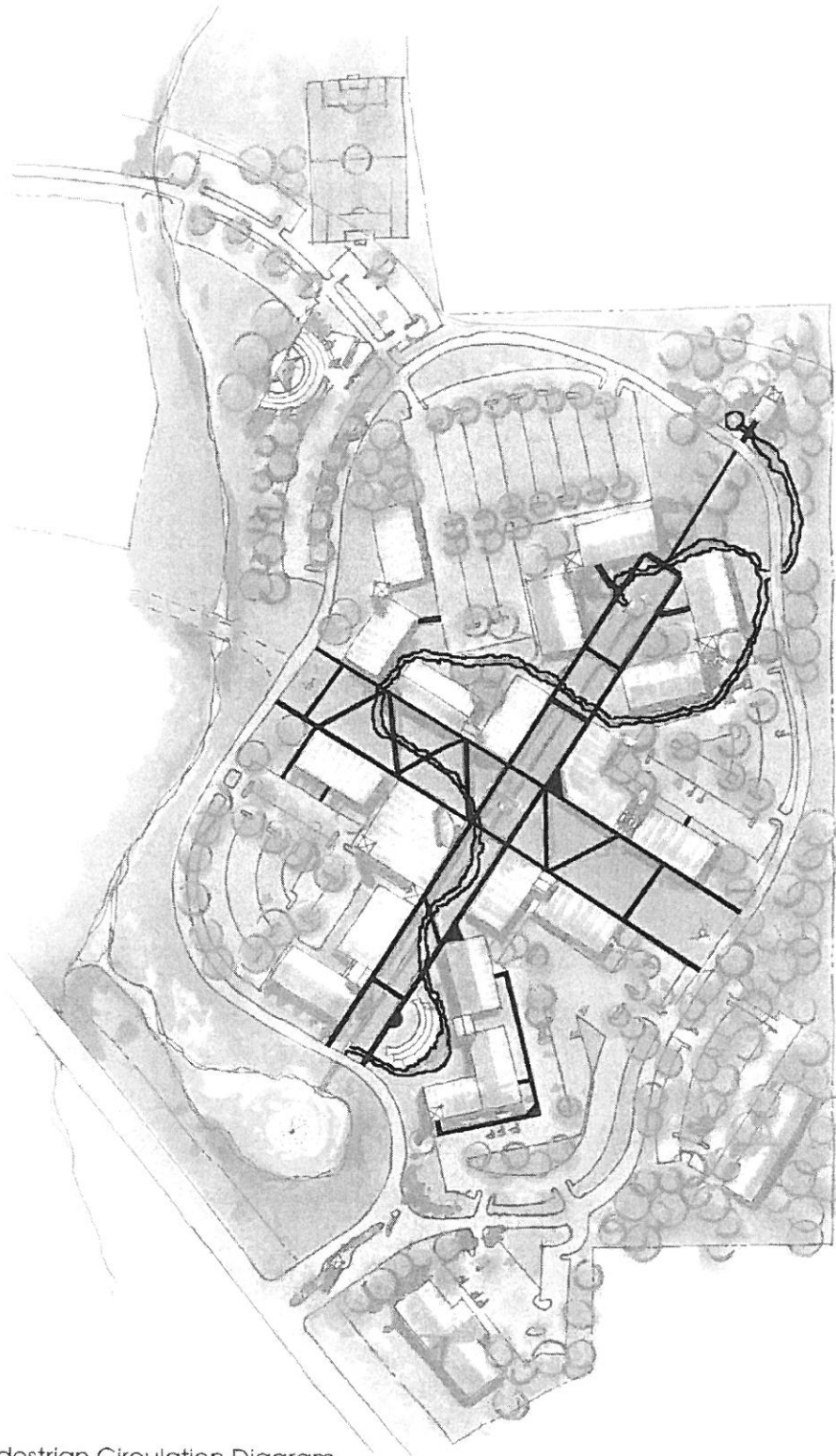


Figure 6.6 Pedestrian Circulation Diagram

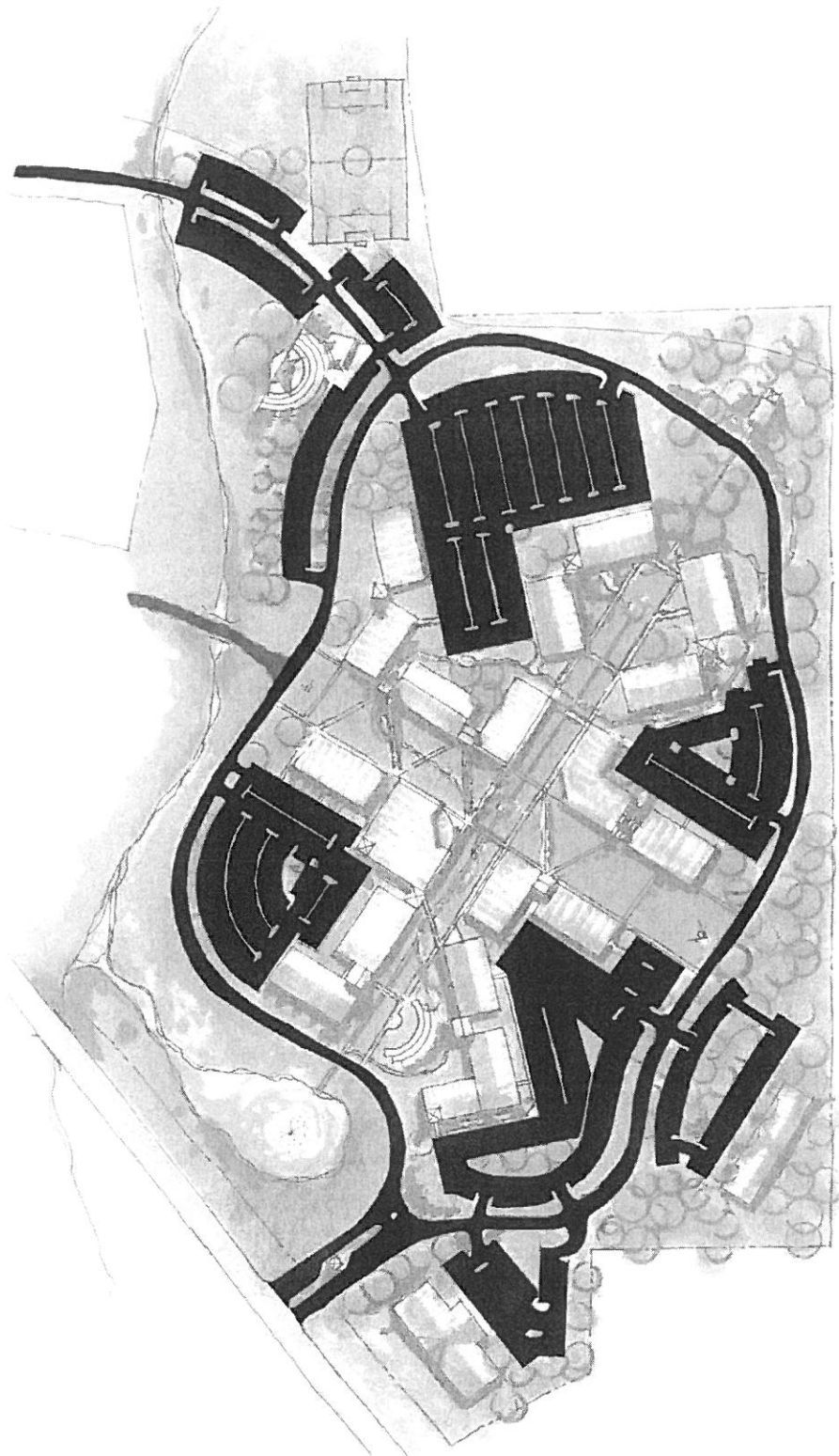


Figure 6.7 Vehicular Circulation & Parking Diagram

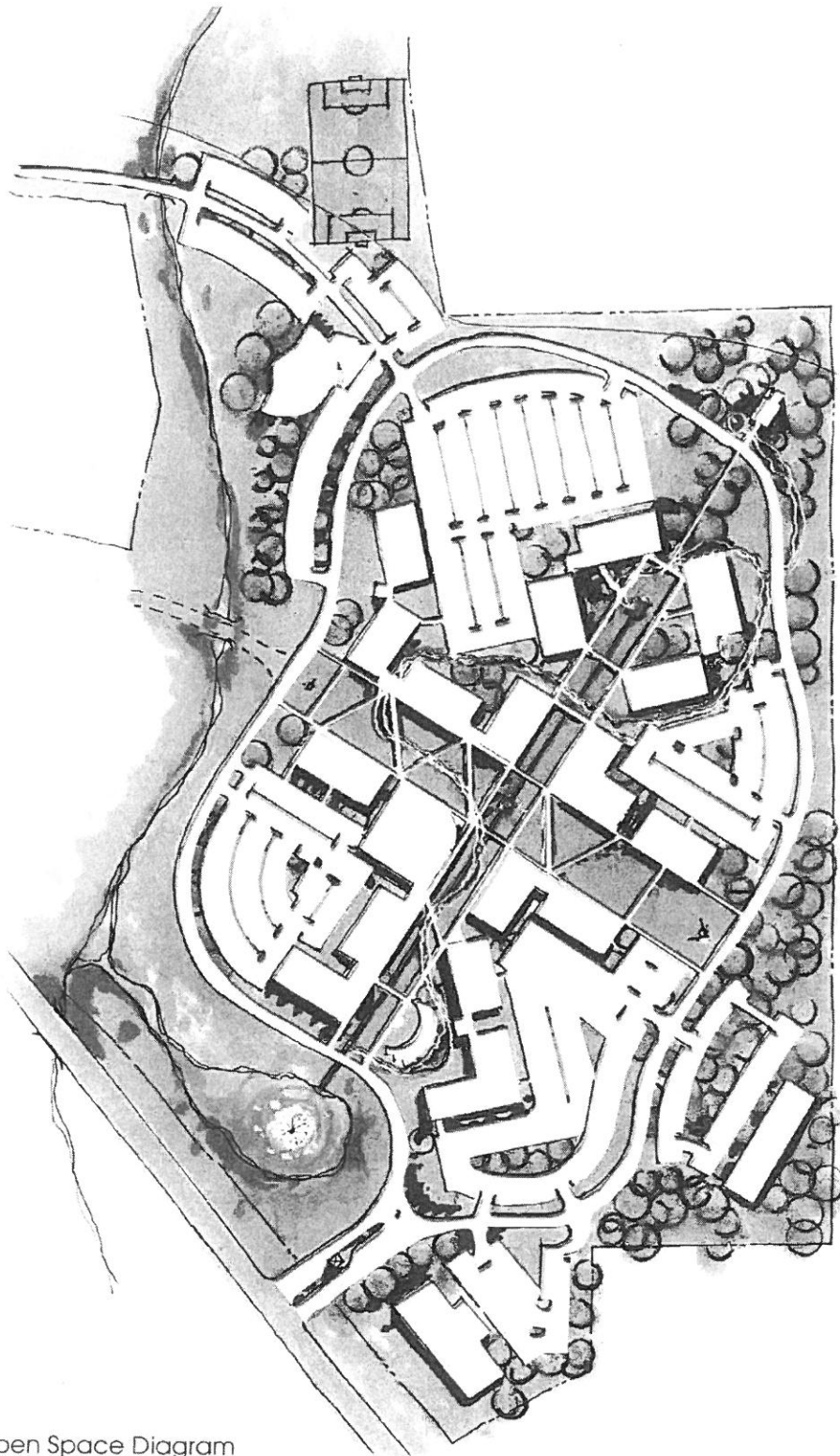


Figure 6.8 Open Space Diagram

education facility were some of the many ideas that repeatedly generated strong interest during the visioning process. The visioning statements provide opportunities to keep the concerned citizens of Gillespie County involved in a continual process of planning for the future.

Focusing on the visions of education, the new campus should comply with the culture of Fredericksburg beyond a mere educational institution. The overall development of the campus including academic, administrative, and physical facility issues should be considered to complement Fredericksburg ambience. Individual building design should comply with Architectural Design Guidelines in Chapter Eight to maintain aesthetic consistency of Fredericksburg.



Figure 6.9 Fredericksburg Ambience Images

Water

The following data is projected based on a water usage per day at a community college in San Antonio. A date for the water usage is picked out as an average date in the maximum water usage month. The sample community college used in this projection does not have on-campus housing, which is similar to the THCUC. The average water demand used in this projection is 0.20 gallons per day per square foot (gpd/GSF).

Table 6.2 Water Demand Projection

	First Phase	Second Phase		Fully Developed
FTSE	589	665		4,000
Floor Area (Gross SF)	23,846	53,769		643,004
Water Demand (gpd)	4,825	10,880		130,111

Water Demand Ratio (gpd/sq. ft.): 0.20

Sanitary Sewer

Typically, 60 to 85 percent of the consumption of water becomes wastewater. Based on the above water demand projection, the following sanitary sewer demand is projected.

Table 6.3 Sanitary Sewer Demand Projection

	First Phase	Second Phase		Fully Developed
FTSE	589	665		4,000
Floor Area (Gross SF)	23,846	53,769		643,004
Water Demand (gpd)	4,825	10,880		130,111
Sanitary Sewer Demand (gpd) (60%)	2,895	6,528		78,067
Sanitary Sewer Demand (gpd) (85%)	4,101	9,248		110,595

Wastewater/Water Ratio : 60 - 85 %



Figure 6.11 First & Second Phase Development Diagram

library & computer lab will be a temporary facility until the second phase development, which builds a full sized library and another computer lab. The space should be designed so it can be easily renovated to classrooms in the second phase development.

- The teacher's workstation will provide approximately five shared workspaces for professors and lectures. The room is intended for short-time use, not for permanent stations. A workroom will be attached to the teacher's workstation for filing, mailing, and copying.
- The support space includes a visitor center and lobby, student lounge, vending/bookstore/supplies, and tech support/storage.

Table 5.5 First Building Space Summary

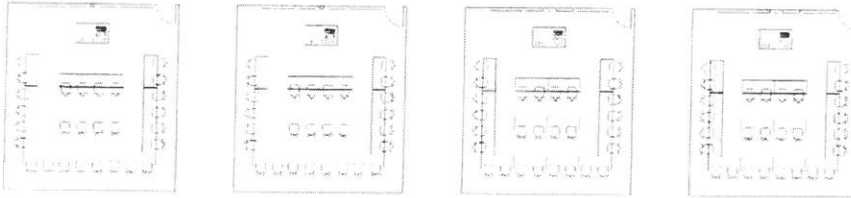
Space	No. of Occupants	No. & Size of Space	Area (Assignable SF)
Teaching			
Video Conferencing Classroom	25-30	4 @ 1,000 SF	4,000
Large Classroom	40-50	2 @ 1,500 SF	3,000
Computer Lab	25	1 @ 1,000 SF	1,000
Nursing Lab	30	0 @ 1,500 SF	-
Science Lab	30	1 @ 2,000 SF	2,000
Multi-purpose Tiered Assembly Rm.	100	0 @ 3,000 SF	-
Total Teaching			10,000
Library			
Library & Computer Lab		1 @ 3,000 SF	3,000
Total Library			3,000
Office			
Teacher's Workstation (5@60SF)		1 @ 300 SF	300
Small Office		0 @ 100 SF	-
Medium Office		0 @ 200 SF	-
Admin/Student Services Office		0 @ 1,000 SF	-
Work Room (File, Mail, Copy, etc.)		1 @ 200 SF	200
Admin Conference Room		0 @ 300 SF	-
Total Office			500
Support			
Visitor Center & Lobby		1 @ 500 SF	500
Student Lounge		1 @ 500 SF	500
Vending/Bookstore/Supplies		1 @ 500 SF	500
Tech Support/Storage etc.		1 @ 500 SF	500
Total Support			2,000
Total Assignable SF			15,500
Total Gross SF (@ 65% Efficiency)			23,846

* Numbers in blue are adjusted from the *wish list*.

* This space summary is conceptual, and subject to verification in design.

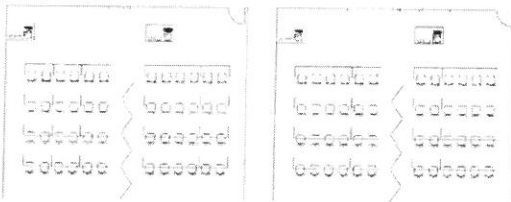
Video Conferencing Classrooms

- 25-30 seats with interactive video conferencing equipment
- 1,000 SF x 4 classrooms = 4,000 SF



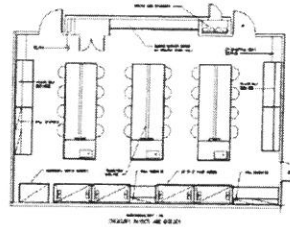
Large Classrooms

- 40-50 seats with flexible walls to divide into two classrooms
- 1,500 SF x 2 classrooms = 3,000 SF



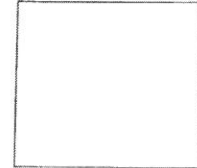
Science Lab

- 30 seats
- 1,500 SF x 1 lab = 1,500 SF



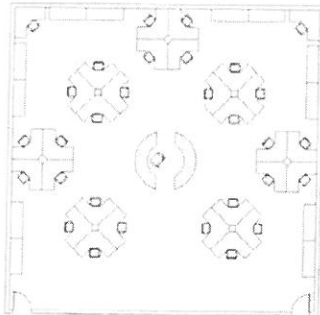
Computer Lab

- 25 computer stations
- 1,500 SF x 1 lab = 1,500 SF



Library & Computer Lab

- 3,000 SF x 1 room



Teacher's Workstation

- 5 workstations
- 300 SF x 1 room



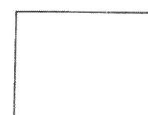
Work Room

- Space for file, mail, copy, etc.
- 200 SF x 1 room



Visitor Center & Lobby

- 500 SF x 1 space



Student Lounge

- 500 SF x 1 space



Vending/Bookstore Supply

- 500 SF x 1 space



Tech Support/ Storage

- 500 SF x 1 space

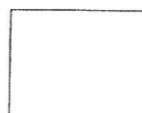


Figure 6.13 Space Diagrams In The First Building

* These diagrams are for information purposes only, not meant to be detailed designs. The diagrams are subject to verification in design. Diagrams are to scale with each other.

Table 5.6 Second Phase Development Space Summary

Space	No. of Occupants	No. & Size of Space	Area (Assignable SF)
Teaching			
Large Classroom	40-50	2 @ 1,500 SF	3,000
Computer Lab	25	1 @ 1,000 SF	1,000
Nursing Lab	30	1 @ 1,500 SF	1,500
Multi-purpose Tiered Assembly Rm.	100	1 @ 3,000 SF	3,000
Total Teaching			8,500
Library			
Library		1 @ 7,000 SF	7,000
Total Library			7,000
Office			
Teacher's Workstation		1 @ 450 SF	450
Small Office		6 @ 100 SF	600
Medium Office		2 @ 200 SF	400
Admin/Student Services Office		1 @ 1,000 SF	1,000
Admin Conference Room		1 @ 300 SF	300
Total Office			2,750
Support			
Student Lounge		1 @ 500 SF	500
Vending/Bookstore/Supplies		1 @ 700 SF	700
Total Support			1,200
Total ASF			19,450
Total GSF (@ 65% Efficiency)			29,923

* This space summary is conceptual, and subject to verification in design.



Figure 6.14 Third Phase Development Diagram

Draft Scope of Services- Hill Country University Center Master Plan

Purpose

The purpose of this project is to illustrate a conceptual master plan for the Hill Country University Center (HCUC), owned by the City of Fredericksburg.

The original Texas Hill Country University Center Master Plan was developed in 2003 and outlines a long-range growth and development framework for a fifty-year planning period. In 2010, HCUC opened its 24,000-sq. ft. Academic Center on land leased from the City of Fredericksburg with facilities owned and operated by the Texas Hill Country University Center Foundation (HCUCF). The HCUC serves both Central Texas College and Texas Tech University and the schools offer a variety of coursework, and degree programs in a wide range of disciplines.

Since opening in 2010, the HCUCF has identified new development partnerships including academic expansion, a building for a nursing program, a food, wine and culinary arts center, a performing arts center, and a potential hotel conference center. This new development demand is why a new master plan update is needed.

The conceptual master plan will illustrate how to organize the HCUC to accommodate the identified partners. The concept plan will also consider new input from the HCUCF, the City and the interested stakeholders. Connections with the Fort Martin Scott and Rangers Heritage Center is desired. The deliverables will be conceptual in nature and intended to assist the HCUCF in determining its build-out scenario to maintaining the HCUCF's goals.

Site uses and building programming will be based on the Consultant's evaluation of the area and will rely on Client and stakeholder directive. This project does not include building space programming, market assessment, cost estimating, detailed traffic studies, construction services, site civil engineering, architectural services, detail engineering studies, surveying, or construction documents and is not intended for construction purposes.

Study Area

The study area is in Fredericksburg, Texas and includes approximately +/- 68 acres defined as the existing HCUC site.

Scope of Work

The scope of work includes four phases as follows:

Phase One: Program Definition

Base Map

A base map will be produced, compiling the best available aerial, GIS, CAD data, and other data provided by the City. The Base Map will identify the study area's boundary, topography, floodplain and existing buildings and pavement.

On Site Meeting One

During the project, the Consultant will conduct up to three (3) on site meeting in Fredericksburg, Texas. Meetings during each trip are expected to be conducted on the same day.

During meeting trip One, the Consultant will participate in a kick-off meeting and site tour with the Client. The purpose of the kick-off meeting will be to review the project scope, schedule, communication, expectations, deliverables, and Client and Consultant tasks. Immediately following the kick-off meeting, the Consultant and the Client will participate in a site tour for the study area. Following, the Consultant will participate in a series of stakeholder interviews. The interviews are envisioned to be conducted as back to back meetings. The interviewees will likely include the HCUCF and representatives from the interested development partners such the food, wine and culinary arts center, the performing arts center, and the hotel conference center. The purpose of the interviews is to guide the Consultants in gathering building information, space needs and site needs from each stakeholder group. The City will be responsible for arranging meetings.

Program Summary

The purpose of this item is to assist in programming for the master plan. Based upon information provided and discovered following the first trip's meetings and interviews, the Consultant will prepare a brief program summary to outline the building information, space needs and site needs from each stakeholder group. The summary will be provided to the Client for review and comment.

Phase Two: Concept Plan Alternatives

Based on the data and information collected during the first meetings, two concept sketches will be provided for client review. The purpose of this task is to depict and approve a preferred development alternative before proceeding with additional tasks and details. The concept sketches will likely be produced with computer graphics to generally show building forms, parking locations, pedestrian spaces, and general site circulation. A conference call will be conducted to discuss the concept sketches before proceeding.

Phase Three: Master Plan

Master Plan

Based upon Client feedback and completion of the previous phases, the Consultant will prepare a final master plan depicting the preferred development alternative. The master plan will be provided as an individual map exhibit and will include an aerial base with a proposed site plan site illustrating proposed building footprints, parking, pedestrian spaces and site circulation. The map exhibit will illustrate stakeholder phases and proposed building square footages. The master plan exhibits will be produced from a variety of software including GIS, AutoCAD, and Adobe software. The master plan will be provided to the Client for review and comments.

Grading and Drainage Concept Plan

A general grading and drainage concept plan will be provided to illustrate how stormwater should be considered with future improvements. This exhibit will be of similar graphics as the master plan illustrative and intended to help coordinate future stakeholder discussions.

On Site Meeting Two

During trip two, the Consultant will present the master plan. It is anticipated the meeting may include a workshop setting to include all the UCHC stakeholders.

Master Plan Executive Summary Report

Based on feedback from the Client and stakeholders, the Consultant will update the master plan exhibit. An executive summary style report will be provided. The report will include a description for the site, and overview of the HCUC, an overview for anticipated development partners, and generally describe the intentions of the master plan layout. The report will be provided to the client in PDF format.

The client will provide one (1) low-aerial perspective graphic. The perspective will likely show the entire site at full build-out.

On Site Meeting Three

During trip three, the Consultant will present the final master plan to City staff or City Council as directed by the City Manager. The Consultant will provide an overview of the process and master plan recommendations.

Phase Four: Phase Four: Development Design Standards

Phase Four would include the creation of development design standards for the HCUC. The scope and fee proposal would be provided following the completion of Phase Three.

Schedule

FNI estimates to complete the project in approximately three months upon execution of the contract.

Fee

FNI is proposing a lump sum fee of \$35,500. For Phases One, Two and Three.

Additional Phase Four

Phase Four: Development Design Standards

The Consultant will prepare design standards intended to guide future development. The guidelines are envisioned to be a 10-page document with a balance of text and photo examples. The design standards will outline the following:

- Approval process
- Site design standards
 - Allowable uses
 - Landscape requirements
 - Signage
 - Service areas and screening
 - Light fixture and poles

- Site furnishings
 - Parking lot design
- Architectural standards
 - Heights
 - Exterior requirements

Additional Services

Additional services will be billed on an hourly rate.

- A. Additional plan or report alternatives
- B. Additional graphic communication
- C. Additional meetings
- D. Additional travel expenses not included in the scope of services
- E. Preparation of zoning documents, zoning ordinances, overlay districts, comprehensive plan and subdivision ordinances
- F. Preparation of documents for City submittals including planned development, site plan or zoning documents
- G. Engineering services or architectural services
- H. Surveying services
- I. Cost estimating



TEXAS TECH UNIVERSITY
Office of the Provost

November 18, 2016

Mr. Ernie Loeffler, Chair
Texas Center for Wine and Culinary Arts
P.O. Box 818
Fredericksburg, TX 78624

Dear Chairman Loeffler:

Texas Tech University is very appreciative of the special effort made by you and other members of the Texas Center for Wine and Culinary Arts in traveling to Lubbock to express your support for the proposed new academic program in the Department of Plant and Soil Science. As President Schovanec indicated, we are fully committed to our regional teaching sites, and Fredericksburg seems to be the ideal location for a new program in Local Food and Wine. I am hereby confirming Texas Tech's commitment to establish two new faculty positions in Plant and Soil Science (one funded by the department and one funded centrally); a vegetable crops position based in Lubbock, and a viticulture and enology position based in Fredericksburg. We have already initiated the position creation process and expect to begin advertising for these positions in early 2017.

There is considerable potential synergy between the Center for Wine and Culinary Arts and our programs in Local Food and Wine, Viticulture and Enology, and Horticulture. We look forward to exploring opportunities for mutually beneficial collaborations, and we appreciate your offer to include our space needs within the plans for the Center. It will be critical to the success of our new faculty members to have appropriate teaching, research, and outreach facilities. Furthermore, as the Chancellor pointed out, it will be important to provide operational support for our faculty and students, preferably through endowments (scholarships, professorships) to the university. I am confident that we can effectively coordinate our development efforts to achieve all our objectives.

Again, thank you for supporting our programs, and we look forward to successful collaborations with you in the days ahead.

Michael Galyean
Interim Provost and Paul Whitfield Horn Professor

cc: Lawrence Schovanec
Steve Frazee
Eric Hequet