



## City Council Work Session

448 E 1st Street, Room 190 Salida, Colorado 81201  
February 2, 2026 at 6:00 PM

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### Agenda

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Please register, **BY 4:30 pm the day of the Work Session** for City Council Work Session  
[https://zoom.us/webinar/register/WN\\_AlrC-BslRNiigokU1E5K4w](https://zoom.us/webinar/register/WN_AlrC-BslRNiigokU1E5K4w)  
After registering, you will receive a confirmation email containing information about joining the  
webinar. To watch live meetings:  
<http://www.youtube.com/@cityofsalidacolorado>

#### Discussion Items

1. Extraordinary Teen Council Update
2. Colorado Communities for Climate Action Update
3. Facilities Strategic Plan Presentation
4. Short-term Rental Code Revision Overview
5. Community Development Department Overview

#### Adjourn

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph.719-530-2626 at least 48 hours in advance.



# WORKSESSION MEMORANDUM

<b>DEPARTMENT</b> Facilities	<b>PRESENTED BY</b> Diesel Post - Parks and Recreation Director	<b>DATE</b> 2/2/2026
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## ITEM

2026 Facilities Strategic Plan

## BACKGROUND

This memorandum provides a summary of the City of Salida Facility Utilization Strategy (December 2025). It summarizes refined near- to mid-term implementation actions, outlines administrative space relief options, consolidates golf course operational recommendations, and presents a high-level overview of the phased plan and associated planning-level cost estimates.

The Facility Utilization Strategy was prepared to guide long-term decision-making related to City-owned facilities in response to population growth, evolving service demands, and aging infrastructure. The strategy emphasizes improved operational efficiency, consolidation of compatible functions, expanded community access to public assets, and flexibility to respond to future needs over a 10+ year planning horizon.

There are 3 themes in the strategy to note: facility and administrative realignment, third party agreement review and renegotiation, and plan and cost phasing for execution.

### 1. Facility and Administrative Realignment Actions

To relieve pressure on constrained facilities and improve operational efficiency, the strategy identifies opportunities to better utilize existing City-owned buildings and underutilized spaces prior to new construction.

Near- to mid-term actions include:

- Proceed with renovation of the Highway 50 property to establish a **stand-alone Police Department**, allowing police operations to vacate the Toubert Building.
- Reallocate vacated space within the Toubert Building to relieve immediate administrative space constraints for City departments and/or community partners.
- **Investigate relocating select administrative offices** to reduce facility stress and improve functionality, including:
  - Evaluating use of the **Old Fire Station** for Parks & Facilities or Community Development administrative offices, recognizing its downtown location and potential for adaptive reuse.
  - Relocating **community partners or compatible external organizations** to the former Police Department space once vacated, allowing City departments to consolidate elsewhere.
  - Relocating **Recreation administrative functions** to the Chamber of Commerce / Museum building, subject to lease review and renovation feasibility.
- Evaluate renovation versus divestment of the Old Fire Station to balance revenue generation, administrative needs, and long-term facility strategy.

These actions are intended to provide flexibility, reduce overcrowding, and defer the need for new construction while longer-term solutions are evaluated.

## 2. City partnership and facility management

The Facility Utilization Strategy identifies the City-owned facilities like the AHRA property, Chamber and Museum buildings, and golf course as significant public assets with operational, financial, and land-use implications.

Recommended near- to mid-term actions include:

- All agreements with facility users, managers, or leasees should be reviewed to ensure that the maximum community benefit is being achieved and that the relationship is mutually beneficial.
- Agreements should be evaluated based on:
  - Operational expertise and maintenance standards
  - Financial performance and revenue-sharing approaches
  - Alignment with City goals for community access and efficient use of public land

## 3. Summary of Proposed Plan Phases and Planning-Level Cost Ranges

The Facility Utilization Strategy organizes recommended projects into three phases. Cost estimates are **rough-order-of-magnitude (ROM)** planning figures intended to inform sequencing and financial discussion, not final project budgets.

### Phase 1 – Near-Term Alignment and Space Relief

**Focus:** Create near-term space capacity, address urgent operational needs, and prepare for long-term transitions.

Key elements include:

- Renovation of the new Police Department facility
- Realignment of departments within existing buildings
- Renovation or disposition of the Old Fire Station
- Initial cosmetic upgrades to select Arts & Culture facilities

#### Estimated Phase 1 Cost Range:

**Approximately \$6.8 million – \$9.8 million**, excluding potential revenue from property sale or lease proceeds.

### Phase 2 – Operational Efficiency and Facility Support

**Focus:** Improve service infrastructure, storage, and parks facilities while planning for major capital projects.

Key elements include:

- Marvin Park field realignment and support facilities
- Expansion of the Multi-Use Facility
- Construction of a centralized City storage building
- Facility upgrades to Public Works and Arts & Culture venues

#### Estimated Phase 2 Cost Range:

**Approximately \$15 million – \$18 million.**

### Phase 3 – Major Capital Investments

**Focus:** Long-term consolidation, public-facing facilities, and lifecycle reinvestment.

Key elements include:

- Construction of a **Multi-Use Gymnasium / Fieldhouse**
- Major renovation of the **Aquatic Center**
- Construction of a **new City Hall**
- Divestment of the Touber Building upon completion of City Hall

**Estimated Phase 3 Cost Range:**

**Approximately \$60 million – \$70 million**, partially offset by potential property divestment proceeds.

**Council Considerations**

- This memorandum is informational and does not request formal action.
- Future Council direction may be requested regarding:
  - Future funding
  - Authorization to issue an RFP for property or operations management
  - Administrative relocation priorities
  - Lease policy parameters for City-owned properties
  - Phasing and funding strategies for long-term capital investments

**Conclusion**

The Facility Utilization Strategy provides a flexible, phased framework for addressing City facility needs. The near- to mid-term actions outlined above allow the City to improve efficiency, relieve facility stress, and expand community benefit while preserving Council discretion over future capital and policy decisions.

City of Salida Colorado  
**Facility Utilization Strategy**

Final Document - December 2025



**Salida Colorado**  
**Facility Utilization Strategy**

**Final Document**  
**December 2025**

**Facility Programming and Consulting**

*The contents of this document are not for regulatory approval, permitting, or construction.*

*Final Published December 2025*

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## Purpose

**T**HE CITY OF SALIDA, COLORADO engaged Facility Programming and Consulting (FPC) to provide a Facility Utilization Strategy, a “roadmap” for the city that efficiently and effectively locates administrative, facility, and support services to support the greater community.

The City of Salida has been experiencing substantial population growth over the past several years. This growth, which is anticipated to continue, has created a need for the city to closely examine its public services, community spaces, and city offices for current and future function and capacity.

The city has continually worked to respond to the growth and needs of its community and citizens. One component of the city’s mission, to serve the community the best way possible, was the construction of a new fire station. The new fire station opened at the end of 2024. The fire station houses not only the City of Salida fire department but also the South Arkansas Fire Protection District. Additionally, the city recently purchased a new facility for the Police Department placing them in a central location on Highway 50 to best serve the city and its growth.

The intent of this document is to explore short-, mid-, and long-term strategic planning efforts for city facilities. The plan includes the review and recommendations of the current parks master plan, divestments of certain properties,

expansions of existing facilities, and construction of new facilities. The strategy will also provide recommendations for re-purposing and/or redeveloping existing spaces to improve function and/or align with the city’s vision for long-term economic vitality and growth.

This report identifies both existing and recommended spaces for city facilities, establishes the size and relationships of these expansions and new spaces, and utilizing appropriate planning parameters, predicts the space requirement in the future. Recommendations include “rightsizing” of existing administrative spaces, facility shops, and service spaces while considering and addressing both functionality and long-term growth needs. In addition, preliminary conceptual space lists, associated costs, and proposed phasing for improvements are included in this document.

The report is organized as follows:

- Executive Summary
- Current Conditions
- Space Strategy Recommendations

This City of Salida Facility Utilization Strategy is intended to be a high level study that supports decision-making and sets the stage for future, more detailed planning.

## Project Vision and Goals

The project goals which guide the recommendations and space strategy include:

- **Goal 1:** Improve the public experience when utilizing services in City Hall
- **Goal 2:** Centralize and/or co-locate departments, to the greatest extent possible maximizing the efficiency of existing facilities and leases through process and procedure while still providing the best employee and public experience
- **Goal 3:** Locate departments to encourage collaboration – break down the “silos” and increase synergies – and strategically place groups to allow for future growth/expansion

## The Facility Utilization Strategy

One of the primary focuses of this document is to strategically plan for growth; rather than simply reacting to immediate demands, various programming and planning tools have been utilized to assist the City of Salida in defining its goals and determining its facility needs now and in the future.

The information which follows is based on preliminary information received during user meetings, site visits, and on-site discussions with City leadership and employees.

The current facility inventory totals approximately **160,887 gross square feet (GSF)**. In order to accommodate the City’s growing population Salida will require additional utility services/capacities and the employees to maintain these services. Additionally, administrative support for these services and other city services will also require future expansion. While the existing administrative space is supporting the current day-to-day needs of its employees the space is not ideal and presents challenges.

The concepts provided in this document are not intended to be the only solution; rather a starting point for discussion and visualization of the city over the next 10+ years. The concepts presented here should be further refined as Salida moves forward with this space utilization strategy and its previously completed Parks Master Plan.

It is the intent that the options and recommendations which follow provide a “road map” for the use of existing facilities to greater efficiency and realign departments in a manner which enhances the employee and public experience while meeting the demands of the growing city in the near- and long-term.

This facility strategy proposes a realignment of functions to zone employees and functions based on their primary focus (Figure 1-1) - government facilities, parks and recreation, facilities, public work, and community safety, and arts and culture. To achieve this goal, this plan recommends:

- Construction of a new stand-alone City Hall in a central location within the city.
- Growth of facilities service and storage space.
- Evaluation and possible consolidation of fields and park components.
- Construction of a new Multi-Use Gymnasium/Fieldhouse facility.
- Renovation of the recently purchased property at 325 W. HWY 50 for the Police Department.
- Divestment or lease of two currently owned city properties to generate income:
  - Toubert Building
  - Old Fire Station
- Strategic renovation of existing facilities:
  - Aquatic Center
  - Steam Plant
  - Support Buildings at Marvin Park

City Hall’s administrative services—including Finance, Human Resources, Community Development, Parks and Recreation, Facilities, and the City Clerk’s office—are currently co-located in the Toubert Building, a facility that also houses the Police Department, Department of Motor Vehicles (DMV), several county agencies and services, and the Salida Municipal Court. Significant changes include:

- Separation of City Hall Administration



# Executive Summary

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- Relocation of the Police Department
- Relocation of Parks and Recreation
- Relocation of Municipal Court
- Removal of all City functions from the shared City/County Touber Building

With City administrative functions removed from the Touber Building, the county will be able to fully utilize the building and have the expansion space they also need.

During the facility strategy planning process, the following options were proposed. Consideration may be given to these as potential long-term options or as alternates to the ideas proposed in this document:

1. Rather than removing the existing fields from Marvin Park and placing sports fields at the new Vandaveer Development, Marvin Park could be redeveloped with fewer better organized fields and a community gathering space.
2. Renovate the Old Fire Station to provide retail space on the first floor and government administrative space for a stand alone department on the second floor.
3. Construct a new City Services Garage on the Multi-Use Facility (MUF) property and do not add on to the existing MUF. Sell the existing Facility Service Garage and property for other development purposes.

Alternates are listed in no particular order. However, some alternates, if chosen, may change the sequence of events or impact other proposals presented in this document.

**Note:** It is important to recognize that the space utilization strategy is a “living document” that is subject to change, based on evolving space needs and program initiatives. It is recommended the proposed Phase 3 projects be re-visited after completion of Phases 1 and 2 and evaluated for their relevance and updated, as required.

## Preliminary Project Cost

Initial programming for each of the proposed relocations will be necessary to accurately project individual proposal construction costs. However, it is possible to prepare a preliminary cost analysis in order to estimate the projected cost by project based on conservative estimates of construction cost per square foot by each type of space proposed and building within which work is recommended to occur.

In general, 65% of a total project cost is conservatively allotted for construction costs. The remaining 35% is utilized for “soft costs”, such as A/E design fees, permitting, materials testing, furnishings, fixture and equipment, external utility infrastructure, contingencies, etc. The actual project budget will be determined by available funding sources (tax base), fundraising capability

and an analysis of the financial and operational feasibility of the activities.

Preliminary total project costs and proposed square foot of work, by phase, are provided on the table which follows. Costs are escalated assuming work in Phase 2 would occur within 5 years out and Phase 3 within 10 years. All estimates are preliminary and provide rough order of magnitude cost only.

**Table 1-1:** Preliminary Total Project Cost Estimate

Building	Phases of Work			Phase 1		Phase 2		Phase 3		TOTAL	
	1	2	3	Total GSF <sup>1</sup>	Estimated Cost	Total GSF	Estimated Cost	Total GSF	Estimated Cost	GSF	Estimated Cost
Cosmetic Upgrades	Riverside Park (Scout Hut)		●	—	—	—	—	2,400	\$853,287	2,400	\$853,287
	Steam Plant Event Center Stage / Theatre		●	—	—	9,392	\$2,617,969	—	—	9,392	\$2,617,969
	Steam Plant Convention Center	●		2,414	\$553,363	—	—	—	—	2,414	\$553,363
	Chisolm Park Clubhouse		●	—	—	—	—	816	\$290,118	816	\$290,118
	Facilities Building, Service Garage (and Administration)		●	—	—	5,760	\$1,605,568	—	—	5,760	\$1,605,568
<b>Total Cosmetic Upgrades</b>				<b>2,414</b>	<b>\$553,363</b>	<b>15,152</b>	<b>\$4,223,537</b>	<b>3,216</b>	<b>\$1,143,405</b>	<b>20,782</b>	<b>\$5,920,305</b>
Renovations	Aquatic Center Pool and Locker Rooms		●	—	—	—	—	12,369	\$7,408,099	12,369	\$7,408,099
	Museum / Chamber Space (If needed for city employees)	●		5,068	\$1,957,028	—	—	—	—	5,068	\$1,957,028
	Marvin Park Fields Realignment (11.5 acres - 500,000 GSF)		●	—	—	500,000	\$11,460,693	—	—	500,000	\$11,460,693
	Marvin Park Service Garage & Restrooms / Concessions		●	—	—	933	\$895,404	—	—	933	\$895,404
	Old Fire Station	●		5,330	\$2,058,200	—	—	—	—	5,330	\$2,058,200
	New Police Station	●		8,000	\$2,200,000	—	—	—	—	8,000	\$2,200,000
<b>Total Renovations</b>				<b>18,398</b>	<b>\$6,215,228</b>	<b>500,933</b>	<b>\$12,356,097</b>	<b>12,369</b>	<b>\$7,408,099</b>	<b>531,700</b>	<b>\$25,979,424</b>
Divest Prop.	Old Fire Station (Or renovate and Lease - See Renovation Cost in above Category)	●		5,330	Tax Value \$1,019,875	—	—	—	—	5,330	Market Value
	Touber Building		●	—	—	—	—	46,416	Tax Value \$4,418,019	46,416	Market Value
<b>Total Divestment Properties</b>				<b>5,330</b>	<b>+ \$1,019,875</b>	<b>—</b>	<b>—</b>	<b>46,416</b>	<b>+ \$4,418,019</b>	<b>51,746</b>	<b>+ Market Value</b>
New Buildings	New City Hall		●	—	—	—	—	16,955	\$36,330,600	16,955	\$36,330,600
	Multi-Use Facility (MUF) (Addition)		●	—	—	1,200	\$1,234,708	—	—	1,200	\$1,234,708
	Multi-Use Gymnasium / Fieldhouse		●	—	—	—	—	13,756	\$23,337,816	13,756	\$23,337,816
	Storage Building		●	—	—	4,000	\$1,384,369	—	—	4,000	\$1,384,369
<b>Total New Construction</b>				<b>—</b>	<b>—</b>	<b>5,200</b>	<b>\$2,619,077</b>	<b>30,711</b>	<b>\$59,668,416</b>	<b>35,951</b>	<b>\$62,287,493</b>

1. Identified GSF of existing buildings provided in Chapter 1 was obtained from the Chaffee County Tax Assessor website.
2. Proposed GSF for New Buildings / Additions is provided by Facility Programming and Consulting as a planning tool. Building square footage should be adjusted as needed during programming of each new facility.

# Executive Summary

The City of Salida's mission and vision are focused on guiding the city through inclusive decision-making while preserving its unique character, promoting economic growth, and protecting the natural environment. Their vision includes a commitment to sustainability, a thriving local economy, and affordable housing opportunities.

## Mission:

### Inclusive Decision-Making:

To guide the city through constructive, thoughtful, and inclusive decision-making, ensuring the best outcomes for the community.

### Preservation of Salida's Character:

To protect Salida's small-city character, natural environment, and sense of community.

### Economic Growth:

To coordinate economic development activities and promote strategies that maintain and enhance the city's long-term economic vitality.

### Transparency and Accountability:

To provide quality services and conduct city business transparently and accountably.

## Vision:

### Sustainability:

To be a model community for other communities working towards a more sustainable future, with a commitment to energy efficiency and carbon reduction.

### Thriving Economy:

To ensure a healthy economy and housing opportunities for the local workforce.

### Affordable Housing:

To promote and pursue affordable and attainable workforce housing opportunities.

### Community Engagement:

To foster a highly engaged and connected community where residents are involved in local government and support local causes.



*Mission:*

*Inclusive Decision-Making: “To guide the city through constructive, thoughtful, and inclusive decision-making, ensuring the best outcomes for the community.”*

*Preservation of Salida’s Character: “To protect Salida’s small-city character, natural environment, and sense of community.”*

**City of Salida** **City Statistics**

City Hall: The Touber Building - 448 E. First Street, Suite 112, Salida, Colorado 81201

Year Founded	1880	Employed Population (2023) <sup>1</sup>	3,077
Total Land Area (Square Miles)	2.77	Median Household Income (2023) <sup>1</sup>	\$69,773
Total No. of Owned Facilities <sup>2</sup>	35	Median Property Value (2023) <sup>1</sup>	\$583,400
Total Gross Square Feet (GSF) <sup>3</sup>	160,887	Elevation	7,083 ft
Total Population (2023) <sup>1</sup>	5,786	Median Age (2023) <sup>1</sup>	43.1

1. Statistical data above was retained from the Census Bureau year 2023.
2. Owned facilities includes some non-traditional facilities: Includes the boat ramp, exterior river front amphitheater, and restroom and concession buildings at multiple parks.
3. Square footage as reported by the Chaffee County Assessors Office.

## Introduction

FOUNDED ON JUNE 16, 1880 as a railway depot by the Denver & Rio Grande Railroad (D&RG), the town was initially named South Arkansas. The town was renamed Salida, “exit” in Spanish, on March 28, 1881. The name Salida was adopted to reflect the location of the town near the point where the Arkansas River flows out of a canyon.

Over the years Salida grew into a significant railroad town. The town had machine shops, a full service yard, and the official railroad hospital. The D&RG built their narrow-gauge railroad from Texas Creek to Salida (formerly South Arkansas) in 1880. Later the same year they continued construction of the line up the Arkansas River to the mining town of Leadville and also connected Salida to Poncha Junction. This small line would eventually connect via Marshall pass with the western slope of Salt Lake City, Utah. Salida became an important junction in the states’ early history because of these connections. Ten years later a third rail line was laid through the city resulting in Salida being known as a railroad enthusiast have to see to this day. Over the years railroad traffic and service began to decline and the city saw itself transition to more of a tourist town.

Located roughly ten miles from the Sawatch Range, running north and south, and the parallel Mosquito Range, running to the east, the town



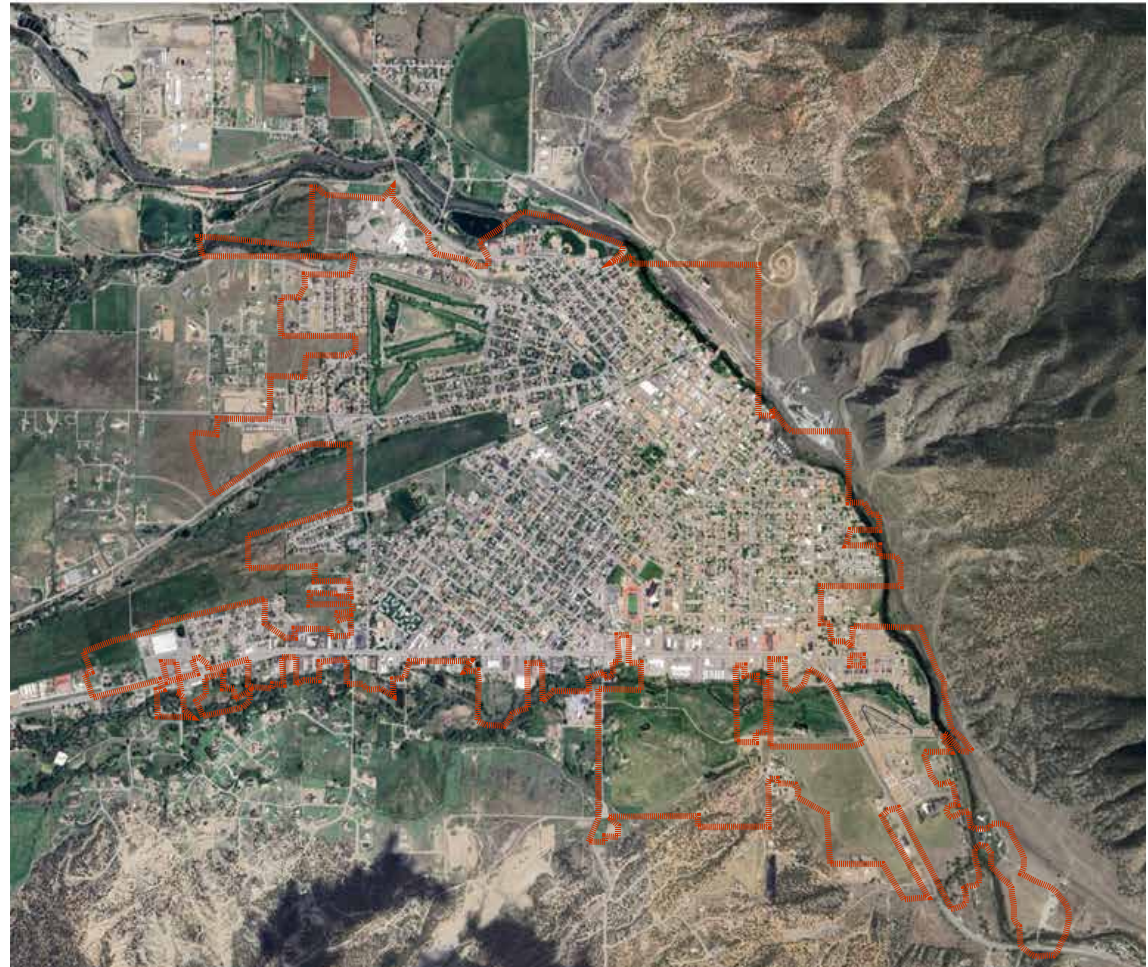
**Figure 2-1:** A Sells Brother Circus Parade on “F” Street, circa 1880 (left) and the Intersection of 3rd Street and “F” Street (Photo Source: Salida Museum)

# Current Conditions

## City Overview

offers a great location for lodging, shopping, and dining for skiers and hikers. The Arkansas River, running along the edge of downtown offers rafting and surfing as well as a beautiful hike along the river. Tenderfoot hill located on the north east side of town provides hikers of all levels a 2 to 3 mile hike to the top providing an overview of the entire town. In addition to skiing, rafting, and surfing the local area offers miles of endless mountain bike and hiking trails.

In addition to the immense variety of outdoor activities Salida and its surrounding communities have to offer citizens and guests it also has the distinction of being Colorado's first Creative District. The Creative District, located in historic downtown, features artists of all genres, architects, blacksmiths, performing arts, and music. Salida also offers breweries, distilleries, and wineries.



**Figure 2-2:** Boundary map outlining the city of Salida in red.

Table 2-1: Building Inventory Summary - City Owned Facilities

No.	Building Name	Owned	Lease Out	Year Constructed	Gross Square Feet (GSF)	Total Value (Land and Bldg)	Acreage
1	Arkansas Head Waters Recreation Area, Office Building	●	●	1991	1,984	\$1,090,203	.49
2	Arkansas Head Waters Recreation Area, Service Garage	●	●	1997	5,352	See Bldg 1	
3	Airport, Commuter Terminal	●	●	1960	1,515	\$1,985,379	172.4
4	Airport, Service Garage	●	●	2004	2,400	See Bldg 3	
5	Alpine Park, Restroom / Concession Building	●		2019	152	\$938,002	2.42
6	Clubhouse / Scout Hut	●		1965	2,400	\$2,709,341	7.5
7	Amphitheater / Stadium	●		1985 / 2003	540	See Bldg 6	
8	Amphitheater Restroom Building	●		1997	152	See Bldg 6	
9	Steam Plant, Event Center Stage / Theatre	●		1994 / 1996	9,392	\$2,623,920	1.26
10	Steam Plant, Convention Center	●		2016	2,414	See Bldg 9	
11	Steam Plant, Bath House	●		2015	144		
12	Aquatic Center, Pool and Locker Rooms	●		1960 / 1994	12,369	\$2,590,131	7.2
13	Aquatic Center, Restrooms / Concessions	●		1960	320	See Bldg 12	
14	Museum / Visitors Center, Chamber of Commerce Office	●	●	1975	5,068	See Bldg 12	
15	Centennial Park Restrooms	●		2020	96	See Bldg 12	
16	Boat Ramp Park	●		NA	NA	NA	NA
17	Chisolm Park Clubhouse	●		2017	816	\$311,906	.42
18	Old Fire Station, South Ark Fire Protection District	●		1957 / 1963	5,330	\$1,019,875	.09
19	Future Police Station, Purchased Existing Building	●		1990 / 1995	8,000	\$992,064	.705
20	Golf Course, Clubhouse	●	●	1925 / 1952	2,722	\$2,878,790	52.8
21	Golf Course, Golf Cart Storage Building	●	●	2006	4,800	See Bldg 20	
22	Golf Course, Service Garage	●	●	2012	747	See Bldg 20	
23	Golf Course, Service Garage	●	●	2020	2,400	See Bldg 20	
24	Golf Course, Service Garage	●	●	2023	1,512	See Bldg 20	
25	KHEN Radio	●	●	1900	817	\$305,640	.0458

1. Building information noted above is abstracted from the Chaffee County Assessors Office.

## Department and Property Overview

The city of Salida, Colorado’s organizational structure is comprised of 11 departments. Some of these departments work closely with one another and are located with a shared facility while some departments are dispersed amongst several facilities and locations. The city departments are as follows:

- Arts and Culture
- City Administrator’s Office
- City Clerk
- Community Development
- Finance
- Fire Department
- Municipal Court
- Parks and Recreation
- Police
- Public Works
- Salida Airport at Harriet Alexander Field

# Current Conditions

## City Overview

**Table 2-1 Continued:** Building Inventory Summary - City Owned Facilities

No.	Building Name	Owned	Lease Out	Year Constructed	Gross Square Feet (GSF)	Total Value (Land and Bldg)	Acreage
26	Marvin Park, Service Garage	●		1998	576	\$2,717,134	15.8
27	Marvin Park, Light Commercial Building	●		1970	357	See Bldg 26	
28	Multi-Use Building, Storage / Warehouse	●		1998	2,460	42,596,675	70.58
29	Multi-Use Building, Service Garage	●		2019	7,200	See Bldg 28	
30	Facilities Building, Service Garage	●		1982	5,760	\$985,674	1.07
31	Touber Building	●		1960 / 1970	46,416	\$4,418,019	2.609
32	Wastewater Plant, Storage Warehouse	●		2013	24,276	\$17,483,602	4
33	Wastewater Plant, Building	●		2003	2,400	See Bldg 32	
34	Water Treatment Plant	●					
35	Fire Station (New)	●		2024	20,576	\$3,025,334	.9

1. Building information noted above is abstracted from the Chaffee County Assessors Office.

The 11 city departments noted above reside within or maintain the 35 city owned properties outlined in Table 2.1, located to the left and continued from the previous page. 10 of the 35 city owned properties are leased to other entities. Additionally, the Touber Building is a city / county shared ownership property. This section of the document will provide an overview of each of the 35 city owned property sub-divided into four general categories:

- Government Facilities - Police, Fire, City Administration
- Parks and Recreation - Arkansas Headwaters Recreation Area, City Parks, Golf Course, Aquatic Center
- Facilities - Wastewater and Water Treatment Plant, Service Garage, Facilities Building, Airport
- Arts and Culture - Steam Plant Event Center, Scout Hut, Amphitheater, kHEN

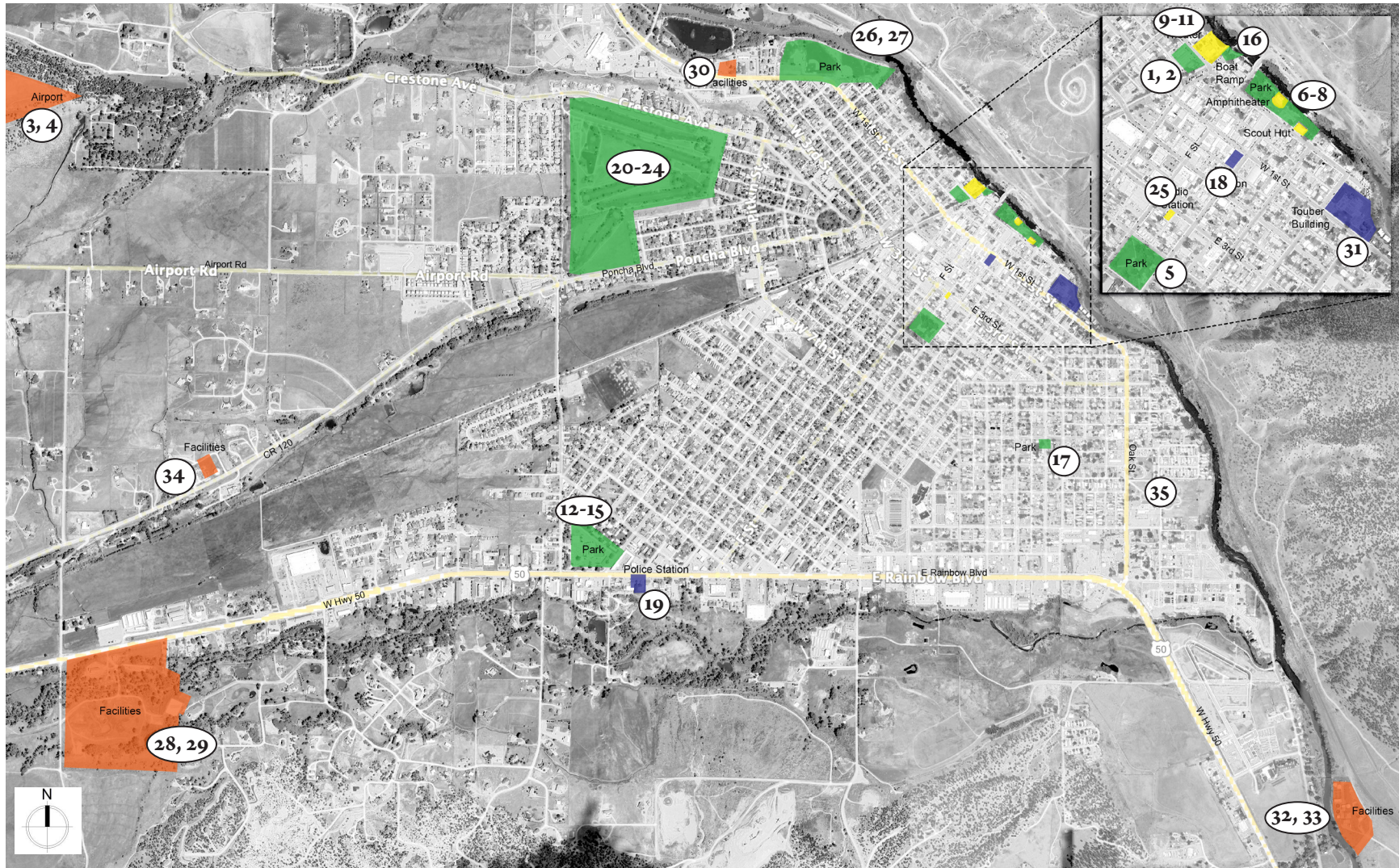


Figure 2-3: City of Salida property locations map. Map numbers above correspond to Table 2-1.

# Current Conditions

## City Overview • Government Facilities

### Government Facilities

The City of Salida, Colorado has four buildings identified as Government Facilities for this purpose of this report. These buildings include the Old Fire Station, the New Fire Station, the Touber Building, and the New Police Station.

The information on following several pages provides an overview of each of the four noted facilities identified on the map and Table 2.2 on this page. A brief overview of each facilities current use, occupants, and any known issues or concerns are also identified.



**Table 2-2: Government Facilities - Existing Locations**

No.	Building Name	Use
18	Old Fire Station	Partially vacant and partially occupied by the South Ark Fire Protection District
19	New Police Station	Recently purchased existing property. Renovations upcoming. Police will remain in Touber Building until renovations are complete
31	Touber Building	Shared facility with Chaffee County. Occupied by Police Department, City Hall, City Administration, Municipal Courts, Various County Agencies
35	New Fire Station	City of Salida Fire Department and South Ark Fire Protection District utilize this facility

### Old Fire Station (#18)

The “Old” Fire Station, built in 1957 with an addition completed in 1963, is located within the Salida downtown district. The fire station, which previously housed the Salida Fire Department and the South Arkansas Fire Protection District, was replaced by a new state-of-the-art facility in 2024. The new fire station, located approximately one mile from the previous fire station, provides a more accessible location with on-site parking and easier access to major thoroughfares in the city. The new fire station provides space for all of the Salida Fire Department and some space for the South Arkansas Fire Protection District. The old station, which was planned to be vacated, continues to house some additional equipment for the South Arkansas Fire Protection District.

The “Old” Fire Station provides a two-story office/business component and one oversized vehicle bay along E Street. The 1957 fire station is physically attached to the 1963 South Arkansas Fire Protection District building addition. The South Ark addition provides two oversized single bay access doors along E Street and one oversized single bay door and one oversized double bay door on East 1st Street.

Renovations of the two-story office space, the original building, would be required to repurpose or reassign the space to another city group/department or to lease the space to provide the city revenue.



**Figure 2-4:** Top: East 1st Street Old Fire Station northeast facade. Partially vacated in 2024. South Arkansas Fires Protection District utilizes a portion of the facility for equipment storage. Bottom: Old Fire Station east facade. A portion of the building has two-story office space which is currently vacated.

### New Police Station (#19)

The City of Salida Police Department is currently housed in a shared city/county facility, the Touber Building. The current location is not ideal for the police. The majority of the departments’ space is located on the second floor of the building. The second floor location is not conducive for holding suspect and witness interviews, providing community members assistance, or storing evidence.

The shared Touber Building has a number of public service functions for the city and the county. The requirement for these community programs to be easily accessible to customers has led to the building having nine exterior entrances. The abundance of entrances creates challenges in providing appropriate security measures for the Police Department and other tenants. Additionally, the facility is not able to provide secured parking for police vehicles, large exteriorly stored evidence, or equipment. Limited space within the facility and site constraints have forced the department to store tactical gear and training materials at an off-site location, the Multi-Use Facility (MUF).

The challenges of the current facility identified above led the city to look for a more suitable long-term location for the Police Department. The city was able to acquire a previous retail property along W. Rainbow Blvd./HWY 50 to better meet the needs of the police. The recently purchased facility is planned for renovation to

# Current Conditions

## City Overview • Government Facilities

provide a new stand alone Police Station. The property will provide the police 8,000 square feet, a secured access entry point, storage capabilities, and secured parking.



**Figure 2-5:** Future home of the Police Department, 329 W. Rainbow Blvd. The previously occupied retail space was purchased by the City of Salida in 2005 with plans to renovate the facility to operate as the new Police Department Headquarters.

### Touber Building (#31)



**Figure 2-6:** Front facade of the Touber Building located at 448 E. First Street, Salida, Colorado.

The Touber Building, originally designed and constructed as a hospital in 1885, became occupied by the City of Salida and Chaffee County in 2010. The building has served a variety of tenants and functions over its 150 year history.

The original hospital was owned by the Denver and Rio Grande Western Employees, whom each paid 50 cents a month and in return received free medical care for themselves and their families. The Denver and Rio Grande Hospital Association (D&RGHA) originally operated three hospitals, one in Denver, one in Salt Lake City and one in Salida, the primary source of Salida’s economy during this time period.

Fourteen years after opening, fire destroyed much of the building. The building was restored and reopened two years later, serving the community until 2008, when the new Heart of the Rockies

Regional Medical Center opened on Rush Drive, leaving the Touber Building vacant.

In April 2008, local residents Kurt Winters and Cinda Riley proposed converting the building into city and county offices. At this point city and county offices were scattered amongst several buildings located on Third and E Streets and the community thought a better solution was needed. In January 2009 demolition and remodeling began on the Touber Building. Departments began to occupy the building in 2010 while exterior work and other improvements continued to occur.

Today the building houses both city and county functions. Current Salida city offices include:

- City of Salida Police Department
- City Hall and Court Clerk
- Parks and Recreation



**Figure 2-7:** Top: City Hall main lobby with Finance transaction window.

- City Administrator’s Office
- Finance
- Municipal Court
- City Hall Administration
- Community Development

Current Chaffee County Offices include:

- Veterans Services
- Chaffee County Public Health
- Colorado Workforce Center
- Full Circle Restorative Justice
- Chaffee County Housing Authority
- Colorado Drivers License Office
- Division of Vocational Rehabilitation
- Family & Youth Initiatives



**Figure 2-8:** Chaffee County Department of Human Services main entrance.

While the building has served the city and county well it does present a number of limitations and constraints as it was previously a hospital and is located on a site where the ability to expand is constrained. While the renovation was well done there are several components that were not addressed and/or could not be altered.

- The centralized building corridor limits the usable space on each floor. Altering the structural system to create more usable space per floor is not economical viable
- Layout of previous patients rooms, now renovated to offices, has created oversized spaces
- The building nine physical entrances creating access and security issues
- There is no true front door to the building. Several groups and departments have individual exterior entrances
- Parking is limited for staff and visitors



**Figure 2-9:** Exterior second floor entry to the Police Department. The police utilize this as their main staff and personnel entrance.

### New Fire Station (#35)



**Figure 2-10:** New City of Salida, Colorado Fire Station. Photo shows the modern brick and glass doors of the Apparatus Bays.

The new 20,345 square foot fire station is located at 611 Oak St. The fire station was completed and occupied at the end of 2024.

The new station was constructed to replace the previous 124-year-old station. The new station houses the Salida Fire Department and the South Arkansas Fire Protection District. The facility provides improved functionality, training, and safety for firefighters. The design also includes sustainability features and flexibility for future needs.

The station provides updated features to include:

- Apparatus bays with a vehicle exhaust system
- Administrative offices and meeting rooms
- Training space
- Living quarters
- Solar panels

# Current Conditions

## City Overview • Parks and Recreation

### Parks and Recreation

The City of Salida, Colorado Parks and Recreation Department manages over 400 acres of open space, 5.5 miles of in town trails, and 36 acres of public parks. Additionally, the department manages the Hot Springs Aquatic Center, multiple community pavilions, and community engagement activities.

For the purpose of this exercise eight city owned properties categorized under Parks and Recreation are identified within the city limits. The map on the right indicates the location of each facility while the table below provides an overview of the site uses. The following pages will provide additional information regarding each site.



**Table 2-3: Parks and Recreation - Existing Locations**

No.	Building Name	Use
1,2	Arkansas Headwaters Recreation Area (AHRA)	Headquarters Office, land is owned by they City, building is owned by AHRA
5	Alpine Park	City park with restroom facilities
6-8	Riverside Park	Public park with amphitheater, scout hut, restrooms, trails, and playground
12-14	Centennial Park	Public park, skate park, bike park, and indoor hot springs pools
16	Boat Ramp Park	Public boat ramp near riverside park along the Arkansas River
17	Chisholm Park	City park with playground and small community building
20-24	Golf Course	Public golf course with restaurant and several facilities buildings
26, 27	Marvin Park	City of Salida baseball fields with restrooms and a maintenance building

### Arkansas Headwaters Recreation Area (AHRA) (#1, 2)

The Arkansas Headwaters Recreation Area (AHRA) office is located in downtown Salida, Colorado on W. Sackett Avenue. The office is one block west of Riverside Park, steps from one of many river access points. The AHRA maintains and monitors the 152 mile linear recreation area which follows the Arkansas River from the high mountains near Leadville, Colorado, to Lake Pueblo, on the edge of Colorado’s plains.

The AHRA office building is located property owned by the City of Salida. The city and the AHRA entered into a long-term land lease allowing the AHRA to construct their office and service building at its current location. The City of Salida is not responsible for maintaining the AHRA Building.

The City of Salida and the AHRA partnership agreement should be reviewed to assure the relationship is accurate and mutually beneficial to both parties. Use of the adjacent parking areas, meeting spaces, and exterior elements should be reviewed.



**Figure 2-11:** Top: Exterior building sign located at the northeast corner of the property. Middle: View of the AHRA office building and service garage from W. Sackett Ave. Bottom: Arkansas River looking northwest from the N. F Street bridge.

### Alpine Park (#5)

Alpine Park is a public park in downtown Salida, Colorado which occupies a city block between 4th Street and F Street. The park provides 2.3 acres of grassy areas, basketball hoops, picnic tables, and playground equipment for local residents and visitors to the city. Additionally, the park also provides public use restrooms.



**Figure 2-12:** Top: Basketball court in the center of the park. Bottom: Aerial view of Alpine Park within the downtown neighborhood.

# Current Conditions

## City Overview • Parks and Recreation

### Riverside Park (#6-8)

Riverside Park, located on the edge of downtown, runs along the bank of the Arkansas River adjacent to Whitewater Park. The park provides residents and visitors with a climbing wall, playground equipment, and trails.

The adjacent Whitewater Park provides four engineered whitewater features constructed out of rock and concrete for surfing kayaks, paddleboards, and surf/bodyboards. The edges of Whitewater Park and Riverside Park are merged by trails and bank improvements to allow people to wander the rivers edge.

The park is also home to an outdoor amphitheater, public restrooms, and the Scout Hut.

The structures located in the park are maintained by various city departments. The Scout Hut received \$100,000 in remodels in 2017-2018.



**Figure 2-13:** Arkansas River bank with bank improvements and adjacent trail bordering Riverside Park.



**Figure 2-14:** Top: Outdoor stadium with stepped hillside seating. Bottom: Tiered hillside seating looking southwest from the amphitheater stage.



**Figure 2-15:** Top: Playground located in Riverside Park. Bottom: Scout Hut located within Riverside Park. The Scout Hut hosts boy scout and girl scout meetings and provides an event space available for rentals to the community.

### Centennial Park (#12-14)

Centennial Park is a 7.2 acre public park neighboring the Hot Springs Aquatic Center and the Chamber of Commerce and Museum. The park provides a variety of opportunities for the public to engage in outdoor activities and group events.

The park provides the community and visitors with a bicycle pump track, sand volleyball courts, tennis courts, a pickleball court, a dog walking area, a skateboard park, a splash pad, and a playground. Additionally, the park offers a large covered pavilion, several picnic tables and grills, and restroom facilities.

The park lends itself to large family and group gatherings providing available activities for all ages. The Hot Springs Aquatic Center is also located within the park between the skatepark and the tennis and pickleball courts.



Figure 2-16: Front facade of the Hot Springs Aquatic Center located in Centennial Park.

The park structures, courts, equipment, and the Hot Springs Aquatic Center are maintained by the Parks and Recreation Department. The Aquatic Center requires the greatest deal of maintenance and cycled upgrades in renovations of all the structures located in the park.

The Aquatic Center, Built in 1937 as part of a Federal Works Progress Administration



Figure 2-17: Top: View of the bowl at the skateboard park.. Bottom: Tennis courts and pickleball court.

project, has served the community since. The original facility has received multiple renovations and upgrades to include two in 1960 and 1994. Additionally, 2023 saw the renovation of pool surface and tiles as well as a Boiler System Replacement and New Water and Heat Controls. Even with all the repairs and preformed maintenance the center still needs upgrades to the private pools, administrative components, and other systems.



Figure 2-18: Top: Exterior front facade of the Hot Springs Aquatic Center, 1967. Bottom: Interior view of main pool within the Aquatic Center.

# Current Conditions

## City Overview • Parks and Recreation

The Chamber of Commerce and Museum is directly adjacent to the Aquatic Center. The building, constructed in 1975, is currently leased to the City of Salida Chamber of Commerce and the Visitors Museum. Currently the interior is subdivided into two separate functions with individual entrances. The chamber provides administrative space while the museum is a large open space showcasing relics of Salida and Colorado's history.

As the city continues to grow the facility may need to be renovated and utilized for city staff. The terms of the lease agreement should be reviewed by the city.



**Figure 2-19:** Top: Exterior front facade of the Chamber of Commerce.. Bottom: Exterior view of Museum entrance.

### Boat Ramp Park (#16)

Just up the Arkansas River from Riverside Park community members and visitors have access to Boat Ramp Park. The ramp is located at the end of a public parking area across from the Arkansas Headwaters Recreation Area (AHRA) adjacent to the historic Steam Plant. This access point provides direct access to the river for the public.

The ramp location is creates safety concerns for those accessing the ramp. Additionally, the overall area is not pedestrian friendly and the ramp has begun to fail. The safety of the ramp and its access needs addressed.



**Figure 2-20:** The two photos above show the location of Boat Ramp Park in the context of the surrounding buildings and river.

### Chisholm Park (#17)

Chisholm Park, located at 324 Hunt Street, is a small neighborhood park. The park provides a playground, water fountain, restrooms, and an indoor/outdoor pavilion with a grill and prep area constructed in 2017. The park is open to the public and provides on site parking.

The park and pavilion are maintained by the City of Salida.



**Figure 2-21:** Top: Children's playground in Chisholm Park. Bottom: Indoor/outdoor pavilion in the park, constructed in 2017.

**Golf Course (#20-24)**

The Salida Golf Course opened in 1926 providing the community of the upper Arkansas River Valley an opportunity to experience a 9 hole golf course with water features on 8 holes.

The Salida Golf Course is open to the public and also offers a full service restaurant and a driving range. The property has several additional out buildings for vehicle storage and equipment as well as a club house / restaurant.

The property is owned by the City of Salida, but leased to the board who operates the property. However, the property lease requires careful review and renegotiation to ensure the land is adequately serving the entirety of the community. This property could also provide opportunities for city departments to co-locate. Providing space for the Parks and Recreation Department may be an option at this location.



**Figure 2-22:** Full service restaurant open to the public at the Salida Golf Course.

**Marvin Park (#26, 27)**

Marvin Park is situated on the north side of Salida on 12 acres of Arkansas River front property. The property houses four baseball, softball, and tee-ball fields, a restroom/concession building, a playground, and a storage building. The fields are arranged inefficiently providing minimal parking and visitor access. The fields are the only baseball and softball fields in town and are utilized by the high school as well as various youth and community programs.

In 2020 the City of Salida engaged a consultant group to develop the Parks, Recreation, Open Space and Trails Master Plan. A component of this master plan was the redevelopment of Marvin Park. The plan envisioned the acreage becoming a multi-use gateway park on the north side of town. This redevelopment plan has not been advanced



**Figure 2-23:** Aerial view of the baseball, softball, and tee-ball fields at Marvin Park.

as it is dependent on the city acquiring another large parcel of property to relocate the fields.

The park concession stand and restroom building is currently shuttered in place and will require renovation or replacement regardless of whether or not the city implements the Parks Master Plan. Additionally, the equipment storage building at the fields needs addressed and likely relocated to another portion of the site if it is to remain on the property.

If the baseball fields are not relocated and the master plan implemented, the existing fields and structures should be realigned. Given the condition of the support buildings on site, noted above, and the inefficient layout of the fields and parking it is recommended the site be strategically redeveloped to support three fields, support buildings, and adequate parking.



**Figure 2-24:** Top: Existing Concession / Restroom Structure. Facility is currently not in use. Bottom: Playground located at Marvin Park.

# Current Conditions

## City Overview • Facilities

### Facilities

The City of Salida, Colorado has five properties with a total of eight structures categorized as Facility Buildings in this study. These buildings include the wastewater and water treatment facilities, service garages, and the airport.

The information on the following several pages provides an overview of each of the four noted facilities identified on the map, Table 2.4 on this page. A brief overview of each facilities current use, occupants, and any known issues or concerns will be identified.



**Table 2-4: Facilities - Existing Locations**

No.	Building Name	Use
3, 4	Airport Commuter Terminal & Service Garage	Chaffee County Airport four miles outside the Salida city limits
28, 29	Multi-Use Facility, Service Garage	City maintenance and vehicle service facility, large outdoor storage and shooting range
30	Facilities Building, Service Garage	Houses Public Works admin, field waste and water, streets, and parks
32, 33	Wastewater Plant, Warehouse & Building	Treats waste from Salida, Poncha Springs, and septic waste from the surrounding areas
34	Water Treatment Plant	Responsible for the treatment and delivery of water to the city water system

### Airport Commuter Terminal and Service Garage (#3, 4)

The Salida Airport at Harriet Alexander Field is located at the base of the Colligate Peaks in Chaffee County. The airport is four miles outside the city of Salida and provides travelers easy access to hiking, biking, skiing, and the Arkansas River.

The airport is home to 42 airport-based aircraft and provides services for private aircraft, military, fire services, freight, and emergency services. Glider and hang glider operations also utilize the airport.

While the city owns the airport property the individual terminals and facilities are leased to outside entities.



Figure 2-25: Entry to the Salida Airport, Harriet Alexander Airfield.

### Multi-Use Facility, Service Garage (#28)

The Multi-Use Facility (MUF) was constructed on HWY 20 at the edge of the city in 2019. The facility provided much needed space for three groups; fire, police, and public works. The facility also includes a training/multi-use room to support various city needs.

The MUF provides the city a space for large vehicle maintenance, police vehicles, city vehicles, and public works vehicles. Additionally the facility provides much needed space for the Police Departments tactical gear and evidence storage which can not be accommodated at their current Touber Building Location.

The site also has an existing storage/vehicle storage building which was constructed in 1998.



Figure 2-26: Aerial View of the 70.58 acre site housing the MUF, Storage Building, Firing Range, and misc. exterior equipment and parts storage.



Figure 2-27: Top: Interior view of open vehicle service bays. Middle: South facade of the building. Bottom: Multi-use training room with kitchenette.

# Current Conditions

## City Overview • Facilities

### Facilities Building, Service Garage (#30)

The Facilities Building located on the north side of town along HWY 291 is home to the department of Public Works, their administration, and Parks Maintenance.

The building, constructed in 1982, currently meets the departments needs. However, the building is land locked and parking for staff and city maintenance vehicles is sometimes challenging. As the city continues to grow it is likely additional space will be required to support staff and equipment.

The department of Public Works is responsible for maintaining the all public water, sewer, storm sewer, and streets infrastructure. Additionally, staff assists residents with permits for work activities, water and sewer utility issues, and utility standards. Parks Maintenance is responsible for maintaining all parks and trails within the City of Salida.



Figure 2-28: Front facade, customer entrance, of the Public Works Facility.

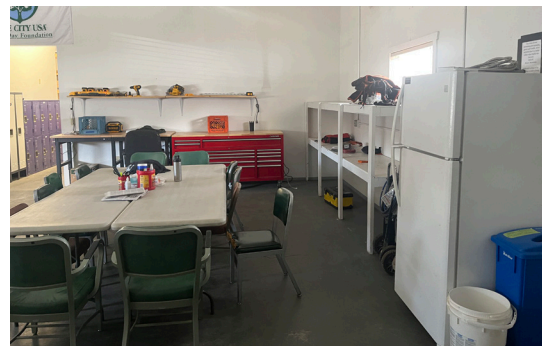


Figure 2-29: Top: Front facade of the Facilities Building service garages facing HWY 291. Middle: Typical administrative office in the Public Works administrative area. Bottom: Shared facility breakroom for all staff.

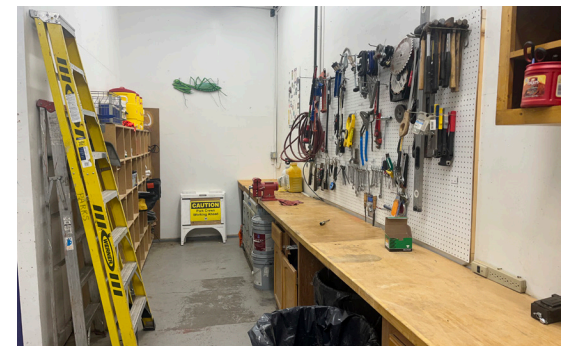


Figure 2-30: Top: Utilities vehicle storage bays. Middle: Streets equipment located in central vehicle storage bays. Bottom: Parks Maintenance tool / workroom.

### Wastewater Plant, Warehouse and Building (#32, 33)

The City of Salida Wastewater Plant, along CO RD 102, is located at the southeast edge of the city. The plant, permitted by the State of Colorado, treats waste from Poncha Springs, all septic from surrounding areas, and the city of Salida. The plant also offers testing / laboratory services for surrounding communities.

The plant capacity currently supports the needs of the city and the surrounding communities. However, continued growth will place strain on the systems and an infrastructure growth plan will become necessary.



Figure 2-31: Salida Wastewater Plant.

### Water Treatment Plant, (#34)

The City of Salida Water Treatment Plant is located on the west side of town on CR 120. The plant is operated in accordance with stringent water quality standards implemented by the Colorado Department of Health.

All phases of water treatment are overseen by the plant manager. Additionally all plant personnel are responsible for overseeing all needed maintenance and repair and maintaining the facility grounds.

The plant capacity currently supports the needs of the city and the surrounding communities. However, continued growth will place strain on the systems and an infrastructure growth plan will become necessary.



Figure 2-32: Salida Water Treatment Plant. This image was provided by the city of Salida.



### Scout Hut (#6)

The Salida Rotary Scout Hut is located alongside the Arkansas River in Riverside Park. The space was made available for community use and private rentals beginning in 2018. Prior to being available for public use the building was utilized by both the boy scouts and the girls scouts. While the scouts continue to utilize the spaces on the lower level, the main entry level is utilized as an event space the majority of the time.

The scout hut provides a full kitchen to support catered events, multiple meeting spaces, and a large outdoor deck with views of the river.

The Scout Hut is maintained and operated by the city. In 2017, the city approved \$1000,000 for various upgrades and maintenance of the building which was completed.



Figure 2-33: Scout Hut main entry and front facade.

Figure 2-34: Top: Main level flexible event space. Middle: Large outdoor deck accessible from flexible event space. Bottom: Full service kitchen for catering events.

# Current Conditions

## City Overview • Arts and Culture

### Amphitheater / Stadium (#7)

The Salida Rotary Amphitheater is an outdoor venue located on the banks of Riverside Park. Riverside Park runs parallel with the Arkansas River providing majestic Rocky Mountain and river views. The outdoor amphitheater offers visitors and the community a location to experience a diverse range of events including music concerts, theatrical performances, and community festivals.

The outdoor venue offers port-a-potty facilities, conditioned dressing spaces for performers, and tiered stadium platform seating. The park, theater, playground, and nearby river access provide everyone in the family a chance to experience the outdoor opportunities Salida, Colorado has to offer.

The theater, restrooms, and surrounding park are maintained by the City of Salida.



**Figure 2-35:** Stage view of the theater from audience seating area.



**Figure 2-36:** Top: Amphitheater roof and sign. Bottom: East side of amphitheater showing back-stage access.



**Figure 2-37:** Top: View of stepped theater seating in the hillside of Riverside Park. Bottom: View of the Arkansas River from the east side of the theater.

### Steam Plant Event Center and Annex (#9-11)

The Steam Plant, built in 1887, is an iconic piece of Salida, Colorado history. The City of Salida purchased the building 100 years after its opening in 1997. The facility has seen many lives and renovations over the years to include the addition of the Annex in 2015/2016. The facility is located at the edge of downtown Salida along the Arkansas River.

The Steam Plant and Annex provide a variety of event spaces for private events and public gatherings, meetings, conventions, and community programming. The facility provides a 200 seat theater with a flexible stage, green room, dressing room, and theater lobby/gallery for 75 guests. Additionally, the building provides a ballroom for 300+ standing guests or 200 seated guests. The ballroom has exterior access, a mezzanine, and adjacent commercial kitchen.

The neighboring Annex Building, constructed in 2015, provides additional options for gatherings and conferences. The building provides three meeting spaces for 25 to 40 guests and can also be converted into a single large flexible space for 75 to 120 guests. The facility has a large outdoor plaza which accommodates 100 guests and a sculpture garden.

The existing spaces are functioning well and book over 500 events a year. The biggest issue in terms of functionality at the facility are storage and

office space for staff, building facilities, and IT. Additionally, due to the high utilization of the space some finish upgrades and general maintenance are needed in the Annex and back of house theater areas.

The City of Salida maintains the Event Center, Annex, and adjacent grounds.



Figure 2-38: Top: Front facade of the Steam Plant facing the Arkansas River. Bottom: Flexible theater stage.

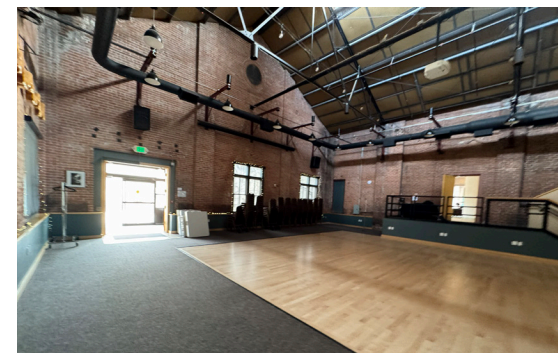


Figure 2-39: Top: Flexible meeting space in the Annex. Middle: Commercial kitchen adjacent to Ballroom. Bottom: Flexible Ballroom Space.

# Current Conditions

## City Overview • Arts and Culture

### kHEN (#25)

#### Mission

“kHEN is a volunteer-supported community radio station and media platform committed to building community through programming, education and outreach.”

kHEN radio, located in downtown Salida, Colorado on E. 3rd Street, is committed to building community and exposing listeners to things never heard or not often heard as well as providing a connection to non-profits. 2024 saw the radio providing 210 public service announcements, 3,300+ PSA's read on air, 65 active volunteers, 6,000+ volunteer hours, and 10 locally produced podcasts.

The existing radio station is a historic facility which once served as the city police station. The building is small and parking is shared with the adjacent building. kHEN leases the space from the City of Salida for a minimal fee.

The building continues you to be maintained by the City of Salida. The building is in typical condition for a structure of its age, but will and does require continual maintenance.



Figure 2-40: Top: Exterior front building facade along E. 3rd Street. Bottom: Music collection in interior hallway.



Figure 2-41: Top: Reception / building entry lobby. Bottom: Second broadcasting studio.



## Introduction

**R**ATHER THAN SIMPLY REACTING TO immediate demands, various programming and planning tools have been utilized to assist the City of Salida, Colorado in defining its goals and determining its facility needs now and in the future. The information which follows is based on preliminary data collected during interviews and group discussions with city administration and employees. The culmination of this process is the proposed conceptual facility utilization strategy that follows.

This is not intended to be the only solution; rather a starting point for discussion and visualization of the city in the next 10+ years. The concepts presented here should be further refined as the City expands services and the residential population increases. It is the intent that the options and recommendations which follow provide a “road map” for the use of existing facilities to greater efficiency and realign departments in a manner which enhances the public and employee experience while meeting the demands of growing City. This section is organized as follows:

- The Long-Term Vision
- Project Phasing & Benefits
- Building-by-Building Strategy
- Space Strategy Alternates

# Space Strategy Recommendations

## The Long-Term Vision

### The Long-Term Vision

The project goals which guide the recommendations and space strategy include:

- **Goal 1:** Improve the public experience when utilizing services in City Hall
- **Goal 2:** Centralize and/or co-locate departments, to the greatest extent possible maximizing the efficiency of existing facilities and leases through process and procedure while still providing the best employee and public experience
- **Goal 3:** Locate departments to encourage collaboration – break down the “silos” and increase synergies – and strategically place groups to allow for future growth/expansion

As explored earlier in this document, over time, as the City has continued to grow, many administrative departments have been forced into separation and less than ideal locations due to lack of space for expansion in their original location. This has resulted in staff being housed in space which was originally purpose built for other intended uses. This reuse of space with minimal renovation as limited the expansion and growth of departments and they services they are able to provide the community and visitors.

This space strategy proposes a re-location of some functions and a re-organization of other functions to be relocated with like functions or to facilities

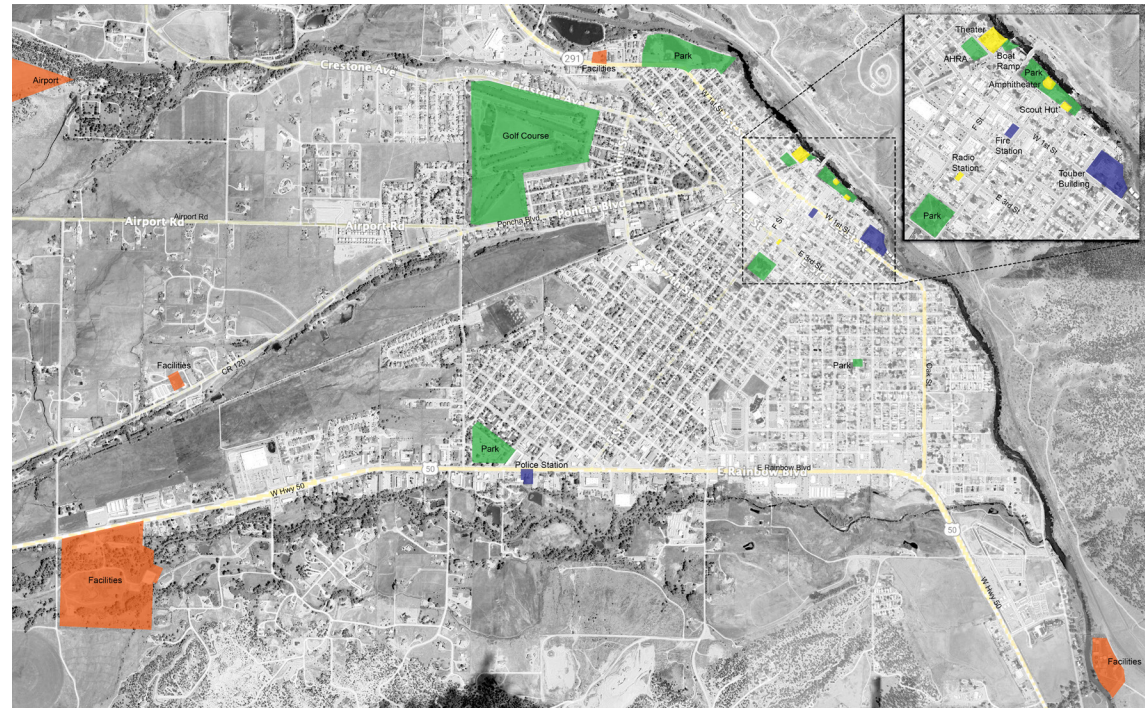
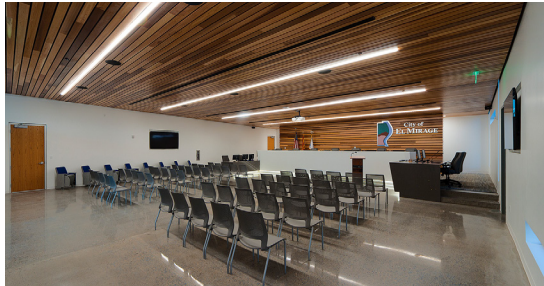


Figure 3-1: Current Map of the City of Salida, Colorado owned and leased properties



# Space Strategy Recommendations

## The Long-Term Vision



**Figure 3-2:** The concept / vision for the new Salida City Hall is a welcoming, state-of-the-art facility with multi-use spaces for the employees, city functions, and the community. The images above identify examples of recently completed city halls which are representative of the approximate size building Salida would require. The top image is the Vidor City Hall in Vidor, Texas and the middle image represents El Mirage City Hall in El Mirage, Arizona. The lower photo represents a multi-use gathering space in the El Mirage City Hall.



**Figure 3-3:** The concept of a Multi-Use Gymnasium / Fieldhouse is envisioned as a single story flexible court facility with locker rooms and minimum support spaces. Affordability, resources, and construction time would suggest a prefab metal / steel structure would work best to fill this need. The examples above represent metal / steel single story prefab court facilities.

which better support the departments / groups needs.

Service facilities and garages which support maintenance, repair, and vehicle services should be located near main thoroughfares provided easy means of access which supports oversized vehicles and equipment. These space should not be located within community areas, historic downtown, or neighborhoods.

Zoning staff / services based on their primary focus will allow easier accessibility for the public, opportunities for collaboration amongst like staff and services, and allow for consolidation.

Functions which are focused on community relations would also be co-located and better configured to facilitate ease of access to citizens and visitors. To achieve these goals, this plan recommends the construction of a stand alone City Hall as a long term vision. This facility would allow for functional and secure space to serve city employees and the community.

Other long term goals include the construction of a Multi-Use Gymnasium / Fieldhouse, construction of a city wide storage building, and an addition to the Multi-Use Facility to support continued city facilities team growth.

Examples of facilities representative in size and type of the proposed new Salida City Hall building and the Multi-Use Gymnasium / Fieldhouse are located to the left. (Figures 3-3 and 3-4).

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost

### Project Phasing, Benefits, & Preliminary Cost

Depending on the annual growth rate of the city, it is projected that additional administrative and associated administrative and facility support spaces will be required within the next 10 years. The need, determined by the growth, is dependent on several planned property developments anticipated to create high growth in the city. In the short-term, the city of Salida may increase the utilization of existing spaces, as well as maximize the space in multiple buildings currently vacated or leased to other entities. Review and renegotiation of several existing leases is one way the city can obtain additional space in the short-term to accommodate growth until additional facilities can be renovated or constructed. This space may be utilized for both current and new departments and/or programs to expand.

The primary focus of the recommendations which follow is how the City of Salida may approach the use of its existing space to create greater synergies and efficiencies among its employees and departments. Proposed projects are organized into three phases and sequenced based on space availability, sequencing, and projected project costs. Phase 1 will require further focus and definition to allow the city to accommodate growth as needed to work towards their long-term vision. Flex-space (semi-permanent “swing space”) will be necessary during phase 1 and phase 2 outlined to house

personnel through renovation of existing space or do to planned growth.

The limitations of funding and the varying necessities of different projects will drive the final phasing of the projects. For this reason, several of the long-term projects described in this chapter are proposed for Phase 3, due to feasibility and funding considerations, rather than determined by event. While some work in different phases may be completed concurrently, other work is critical to occur in a certain sequence in order to begin the move towards the New City Hall and alignment / consolidation of departments and employees for collaboration and operational efficiencies.

New building construction has additional considerations which should be considered in the decision-making process as it will require the identification and potential acquisition of land for the building as well as associated parking.

In order to right-size existing departments and groups on campus, and to include space for their future growth, various methods were employed. The recommendations will benefit from a more detailed programming exercise to ensure projected spaces are properly planned and configured.

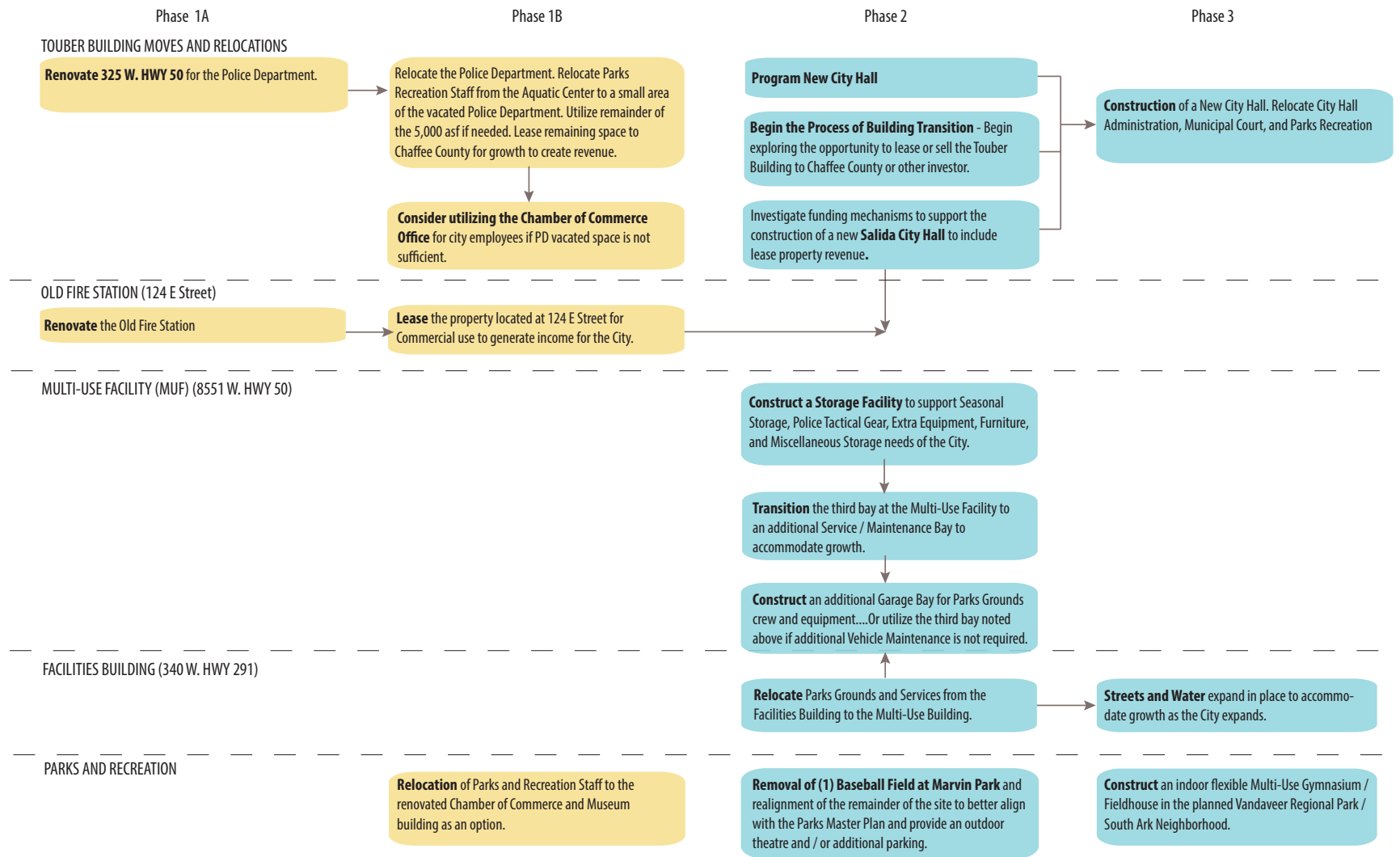
Space projections utilize a 10-year outlook. To size administrative spaces, the staff count projected by users through user interviews and building tours was utilized.

Tables 3-1A-C provides a summary of the departments and buildings which will be affected by the proposed space strategy and the phase in which the work is recommended to occur. Work required includes reconfiguration of existing locations, renovations, or relocation. The table also includes the benefits associated with the proposed work.

Detailed, building-by-building discussions are found later in this chapter. In general, the discussion is organized by phasing within each building, beginning with buildings with known availability or opportunities to acquire additional space. The phases indicated (1A, 1B, 2, and 3) represent a sequence of steps based on space availability and actions necessary to achieve a final configuration of each facility.

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost



**Figure 3-4:** Critical Path Phasing for City of Salida Strategic Planning Concepts

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost

**Table 3-1A:** Summary of Space Strategy Recommendations Phasing and Benefits - Phase 1

	Building	Phase			Description	Existing GSF <sup>1</sup>	Proposed GSF <sup>1</sup>	Department Impacted	Benefit	Preliminary Cost Estimate
		1	2	3						
Cosmetic Upgrades	Steam Plant Convention Center	●			Interior Cosmetic Upgrades	2,414	2,414	Arts and Culture	<ul style="list-style-type: none"> <li>Provides upgraded meeting spaces which can be more attractive to potential users</li> <li>Provides potential for higher rental rates, providing additional income to the department / city</li> <li>Specific upgrades can also create more flexible spaces</li> </ul>	\$553,363
Renovations	Chamber of Commerce / Museum	●			Regain use of the space, renovations for city employee use	5,068*	5,068	Chamber of Commerce and the Visitors Museum - Required to relocate to other properties Parks and Recreation - Utilize the renovated facility	<ul style="list-style-type: none"> <li>Regain usable square footage within the city limits without new construction</li> <li>Renovation of the existing space will be more cost effective than new construction</li> <li>Large open area, currently the museum space, could be configured to provide an open indoor area for Parks and Recreation programming</li> </ul>	\$1,957,208
	Old Fire Station**	●			Interior Renovations, lease the space	5,330*	5,330	None - Property is Vacant	<ul style="list-style-type: none"> <li>Renovation of the space to provide a commercial lease property in the historic downtown area</li> <li>Leased space will provide revenue stream to the city</li> </ul>	\$2,058,200
	New Police Station	●			Interior Renovations	8,000*	8,000	Police Department - Relocate from the Touber Building	<ul style="list-style-type: none"> <li>Provides a stand alone facility to support the Police Department</li> <li>Provides a central location within Salida to effectively respond to calls</li> <li>Create additional space within the Touber Building for other departments to expand</li> </ul>	\$2,200,000
Divest Property	Old Fire Station**	●			Sell Property	5,330	0	None - Property is Vacant	<ul style="list-style-type: none"> <li>Selling the property would require no investment in renovations</li> <li>Reduction in city overhead costs (maintenance and utilities)</li> <li>Provide income to the city</li> </ul>	+ Market Value

- Existing GSF is based on information provided by the Chaffee County Tax Assessor web site.
- \*This square footage would be a gain for the city as it is currently lease space or vacant and not utilized by any city department / group.
- \*\*This space could be renovated for lease as an income revenue for the city or it could be sold

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost

**Table 3-1B:** Summary of Space Strategy Recommendations Phasing and Benefits - Phase 2

	Building	Phase			Description	Existing GSF <sup>1</sup>	Proposed GSF <sup>1</sup>	Department Impacted	Benefit	Preliminary Cost Estimate
		1	2	3						
Cosmetic Upgrades	Steam Plant Event Center / Stage		●		Interior Cosmetic Upgrades	9,392	9,392	Arts and Culture	<ul style="list-style-type: none"> <li>Provides upgraded event spaces which can be more attractive to potential users</li> <li>Provides potential for higher rental rates, providing additional income to the department / city</li> <li>Back-of-house upgrades and alterations to the theater will allow for a larger variety of events to be accommodated in the space increasing its potential rental income</li> </ul>	\$2,617,969
	Facilities Building, Service Garage (and Administration)		●		Interior and Exterior Cosmetic Upgrades	5,760	5,760	Public Works Public Works Administration Parks Maintenance	<ul style="list-style-type: none"> <li>Provide updated administrative space to employees</li> <li>Address exterior deferred maintenance insuring security and safety of equipment housed within the facility</li> <li>Provides exterior upgrades for a fresh look to the aging facility</li> </ul>	\$1,605,568
Renovations	Marvin Park Fields Realignment (11.5 acre parcel)		●		Redevelopment of the existing sight for efficient use of space and adequate parking	500,000*	500,000	Parks and Recreation Salida High School Baseball Team Community Sports Events	<ul style="list-style-type: none"> <li>Develops three regulation size fields on the site</li> <li>Provides a baseball field, softball field, and multi-use baseball, softball, and tee-ball field</li> <li>Provides adequate parking and safe site circulation</li> <li>Locates restrooms and storage / ground facilities in optimal locations on the site</li> </ul>	\$11,460,693
	Marvin Park Service Garage & Restrooms / Concessions		●		Interior Renovations and / or Re-location	933	933	Parks and Recreation	<ul style="list-style-type: none"> <li>Renovation of existing restroom / concessions building to once again be operational, or relocation during fields realignment project</li> <li>Renovation of service garage to ensure structural stability, or relocation during fields realignment project</li> </ul>	\$895,404
New Buildings	Multi-Use Facility (MUF) Addition		●		Service Bay Addition	0	1,200	Facilities	<ul style="list-style-type: none"> <li>Provides an additional bay for fire truck and large city vehicle maintenance</li> </ul>	\$1,234,708
	Storage Building		●		New Metal Building for Storage of City Items	0	4,000	All City Departments	<ul style="list-style-type: none"> <li>Provides seasonal storage for all departments</li> <li>Provides storage for city furniture and equipment</li> <li>Frees up space in existing city facilities currently utilized for storage to be used for employee and programming needs</li> <li>Removes large storage area in basement of the Touber Building as the city plan for construction of a New City Hall and transitions out of the Touber Building</li> </ul>	\$1,384,369

1. Existing GSF is based on information provided by the Chaffee County Tax Assessor web site.

2. \*This square footage is approximately equal to 11.5 acres of land.

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost

**Table 3-1C: Summary of Space Strategy Recommendations Phasing and Benefits - Phase 3**

	Building	Phase			Description	Existing GSF <sup>1</sup>	Proposed GSF <sup>1</sup>	Department Impacted	Benefit	Preliminary Cost Estimate
		1	2	3						
Cosmetic Upgrades	Riverside Park			●	Interior Cosmetic Upgrades / Maintenance	2,400	2,400	Arts and Culture	<ul style="list-style-type: none"> <li>Provides upgraded meeting spaces and address routine maintenance</li> <li>Provides potential for higher rental rates, providing additional income to the department / city</li> </ul>	\$853,287
	Chisolm Park Clubhouse			●	Interior and Exterior Cosmetic Upgrades / Maintenance	816	816	Parks and Recreation - Public Users	<ul style="list-style-type: none"> <li>Provides updated fixtures and routine maintenance for continued community use</li> <li>Address exterior deferred maintenance</li> </ul>	\$290,118
Renovations	Aquatic Center Pool and Locker Rooms			●	Interior Renovations and Maintenance	12,369	12,369	Parks and Recreation Community Users	<ul style="list-style-type: none"> <li>Provides much needed renovation of existing locker rooms</li> <li>Provides much needed renovation of existing individual hot baths</li> <li>Reconfigures back-of-house spaces for functionality and operational efficiencies</li> <li>Provides routine maintenance to pool and bath equipment</li> </ul>	\$7,408,099
Divest Property	Touber Building			●	Sell Property	46,416	0	Finance Human Resources Community Development Parks and Recreations (possibly already re-located) Facilities City Clerk's Office Department of Motor Vehicles Salida Municipal Court	<ul style="list-style-type: none"> <li>Selling the property would require no investment in renovations</li> <li>Reduction in city overhead costs (maintenance and utilities), as this is an aging structure</li> <li>Provide income to the city</li> </ul>	+ Market Value
New Buildings	New City Hall			●	New City Hall Building	0	16,955	Finance Human Resources Community Development Parks and Recreations (TBD) Facilities City Clerk's Office Salida Municipal Court	<ul style="list-style-type: none"> <li>Provides a welcoming face to the community</li> <li>Consolidates all city administration in one location</li> <li>Provides functional and appropriately sized spaces to meet current and near future employee and department needs</li> <li>Encourages employee collaboration, breaks down "silos", and improves operational efficiencies</li> <li>Reduces city overhead with a new state-of-the-art energy efficient facility</li> </ul>	\$36,330,600
	Multi-Use Gymnasium / Fieldhouse			●	New Indoor Gymnasium and Multi-Use Court Facility	0	13,756	Parks and Recreation Community Users	<ul style="list-style-type: none"> <li>Provides an indoor court facility for community use</li> <li>Provides additional space for Parks and Recreation programming</li> <li>Fulfills the community need to have indoor activity space during the cold winter months</li> </ul>	\$23,337,816

1. Existing GSF is based on information provided by the Chaffee County Tax Assessor web site.

### Overall Project Phasing

#### Phase 1

Phase 1 of the Facility Strategy Plan focuses on creating opportunities for additional space. This phase begins to address issues associated with the current location of the Police Department, the lack of administrative space for Parks and Recreation, a lack of overall storage for city furniture and equipment, and creating a plan for currently vacant space. Phase 1A of the facility strategy includes:

- Renovate the 325 W. HWY 50 property for the Police Department
- Renovate or sell the Old Fire Station at 124 E Street

Phase 1B projects in the facility strategy include:

- Relocation of the Police Department
- Internal realignment of groups within the Touber Building to vacated Police Department area
- Possible utilization of the Chamber of Commerce / Museum building for Parks and Recreation or realign the group within the Touber Building
- Lease the Old Fire Station for a revenue stream, if the decision was made not to divest of the property

- Cosmetic upgrades and maintenance of the Steam Plant Convention Center

Renovating the recently purchased commercial property at 325 W. HWY 50 for utilization by the Police Department is the recommended first step in this phase. Renovating this space allows the police to vacate approximately 5,000 GSF of space within the Touber Building. The vacating of this space will allow for growth of existing departments within the building, for Parks and Recreation to move administrative functions from the Aquatic Center to this building, for staff from Arts and Culture, or other groups to utilize this space.

Dependent on the quantity of space utilized, the need for the Chamber of Commerce / Museum building to be renovated for Parks and Recreation needs can be better determined. This also allows time for the current lease to be terminated and funds for renovation to be acquired.

During this phase a decision regarding divesting or renovating the Old Fire Station is recommended. Renovating the station and commercially leasing the property will provide a revenue stream for the city. While renovating will require an initial investment, leasing the property will recoup this money over a period of time. Selling the property will require little investment and provide a profit to utilize for other needed projects. However, the station's physical attachment to the South Ark Fire Station and lack of parking

makes the building less desirable to many buyers and may make selling the building difficult.

#### Phase 2

Projects in Phase 2 focus on continued alignment of departments to create collaboration and efficiency within the city administration and facilities. Simultaneously work on cosmetic upgrades to aging facilities and financially planning for the projected costs of constructing a New City Hall and a Multi-Use Gymnasium / Fieldhouse should be occurring.

Phase 2 projects in the facility strategy include:

- Begin outlining the program of requirements for a New City Hall
- Initiate the process of divesting of the Touber Building. Outline the scenarios of leasing or selling the building
- Investigate funding mechanisms for the construction of a New City Hall
- Construct a Metal Storage Building for all city storage needs at the MUF property
- Add an additional Garage Bay to the MUF to accommodate the required maintenance on the growing number of fleet, police, and fire vehicles
- Develop and initiate the Redevelopment Plan for Marvin Park, including the renovation or re-location of the Restrooms/Concession building and the Park Service Garage

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost

Phase 2 builds upon the projects noted in Phase 1 to achieve the initiatives of aligning departments by location and type to achieve operational efficiency within the city.

Additionally, this phase includes several cosmetic upgrade and renovation projects. These projects will ensure continued operational efficiency and rental opportunities.

### Phase 3

By Phase 3, multiple major project initiatives are completed or in progress with the construction of a New City Hall and Multi-Use Gymnasium / Fieldhouse encompassing the majority of work in this phase. Other projects are introduced for consideration to continue aligning departments and employees and continued cosmetic and maintenance upgrades are identified and recommended.

Recognizing that the facility space strategy should be considered a “living document” that is subject to change, based on evolving space needs and program initiatives, it is recommended the proposed Phase 3 projects be re-visited after completion of Phases 1 and 2 and evaluated for their relevance and updated, as required.

Phase 3 projects in the facility strategy include:

- Construction of a New City Hall
- Growth of Streets and Water Division at current facility building: Parks Ground and Services relocated to the MUF

- Construction of a Multi-Use Gymnasium/ Fieldhouse
- Cosmetic Upgrades and Scheduled Maintenance of the Riverside Park Scout Hut
- Cosmetic Upgrades and Scheduled Maintenance of the Chisolm Park Clubhouse
- Renovation of the Aquatic Center Locker Rooms and Individual Hot Springs Pools
- Divestment of the Touber Building upon completion of the New City Hall

As part of this Facility Utilization Strategy effort initial space planning for the New City Hall and the Multi-Use Gymnasium / Fieldhouse were completed. The building space lists provided on the next three pages were developed based on precedent projects, current and projected employee counts, and overall conversations regarding space needs with the City of Salida administrative team members. Detailed space programming will be required during Phases 2 and 3 of this plan for these two buildings. The space lists provided were developed to determine approximate square footage requirements for each facility to provide a Rough Order of Magnitude (ROM) cost for each project for planning purposes only.

### Preliminary Project Cost

Initial programming for each of the proposed relocations will be necessary to accurately project individual proposal construction costs.

However, it is possible to prepare a preliminary cost analysis in order to estimate the projected cost by project based on conservative estimates of construction cost per square foot by each type of space proposed and building within which work is recommended to occur.

In general, 65% of a total project cost is conservatively allotted for construction costs. The remaining 35% is utilized for “soft costs”, such as A/E design fees, permitting, materials testing, furnishings, fixture and equipment, external utility infrastructure, contingencies, etc.

The actual project budget will be determined by available funding sources, fundraising capability, and an analysis of the financial and operational feasibility of the activities.

Preliminary total project costs and proposed square foot of work, by phase, are provided on the summary table and detail tables previously provided in this chapter (Tables 3.1A, 3.1B, and 3.1C). Costs are escalated assuming work in Phase 2 would occur within 5 years; Phase 3 within 10 years.

All estimates are preliminary and provide rough order of magnitude cost only.

### Space Programming

Initial programming for the New City Hall and the Multi-Use Gymnasium / Fieldhouse are located on the next several pages. Programming will require verification at time of project conception.

### New City Hall Preliminary Space List

City of Salida New City Hall	No. and Size of Space(s)	ASF	GSF	Capacity
<b>CITY ADMINISTRATION</b>				
Reception / Secure Lobby (Includes Admin)	1 @ 200 asf	200	308	Varies
City Administrator Office	1 @ 180 asf	180	277	1 + 4 Guests
City Clerk	1 @ 150 asf	150	231	1 + 2 Guests
Deputy City Clerk	1 @ 125 asf	125	192	1 Staff
Financial Planner, Sustainability, PIO	1 @ 150 asf	150	231	1 + 2 Guests
Arts and Culture Program Coordinator (Com Engagement Coord)	1 @ 125 asf	125	192	1 Staff
Parks and Recreation Director	1 @ 150 asf	150	231	1 + 2 Guests
Parks and Facilities Manager	1 @ 125 asf	125	192	1 Staff
Facilities Supervisor	1 @ 125 asf	125	192	1 Staff
Recreation and Aquatics Manager	1 @ 125 asf	125	192	1 Staff
Parks and Rec Administrative Coordinator	1 @ 125 asf	125	192	1 Staff
Growth Office	2 @ 125 asf	250	385	1 Staff
Conference Room (Shared)	1 @ 500 asf	500	769	20 Guests
Conference Room (Shared)	1 @ 300 asf	300	461	10 to 15 Guests
Workroom	1 @ 200 asf	200	308	NA
Storage / File Storage	1 @ 200 asf	200	308	NA
Kitchenette	1 @ 150 asf	150	231	NA
Suite Circulation	1 @ 954 asf	954	1,467	NA
<b>Total for City Administration Spaces ASF / GSF</b>		<b>4,134</b>	<b>6,358</b>	
<b>FINANCE</b>				
Administrative Assistant (with Service Window)	1 @ 125 asf	125	192	1 Staff
Finance Director	1 @ 150 asf	150	231	1 Staff + 2 Guests
Assistant Finance Director	1 @ 125 asf	125	192	1 Staff
Staff Accountant	1 @ 125 asf	125	192	1 Staff
Growth Office	1 @ 125 asf	125	192	1 Staff
File Storage	1 @ 100 asf	100	154	NA
Workroom	1 @ 150 asf	150	231	NA
Suite Circulation	1 @ 270 asf	270	415	NA
<b>Total for Finance Spaces ASF / GSF</b>		<b>1,170</b>	<b>1,799</b>	

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost •

### New City Hall Preliminary Space List Continued

City of Salida New City Hall	No. and Size of Space(s)	ASF	GSF	Capacity
<b>COMMUNITY DEVELOPMENT</b>				
Staff Member (with Service Window)	1 @ 125 asf	125	192	1 Staff
Director	1 @ 150 asf	150	231	1 Staff + 2 Guests
Senior Planner	1 @ 125 asf	125	192	1 Staff
Associate Planner	1 @ 125 asf	125	192	1 Staff
Growth Office	1 @ 125 asf	125	192	1 Staff
File Storage	1 @ 100 asf	100	154	NA
Workroom	1 @ 150 asf	150	231	NA
Suite Circulation	1 @ 270 asf	270	415	NA
<b>Total for Community Development Spaces ASF / GSF</b>		<b>1,170</b>	<b>1,799</b>	
<b>COUNCIL / MUNICIPAL COURT</b>				
Council Meeting Room (with Dais)	1 @ 2,000 asf	2,000	3,076	Up to 75 Guests
Council Recording Area / Booth	1 @ 100 asf	100	154	3 Staff
A/V Studio Room	1 @ 150 asf	150	231	2 Staff
Council Conference Room with Kitchenette	1 @ 400 asf	400	615	Up to 15 Guests
<b>Total Council / Municipal Court Spaces ASF / GSF</b>		<b>2,650</b>	<b>4,076</b>	
<b>BUILDING SHARED SPACES</b>				
Conference Room (Shared)	1 @ 500 asf	500	769	20 Guests
Small Meeting Room	2 @ 150 asf	300	461	4 Guests
Breakroom	1 @ 400 asf	400	615	15 Guests
Lactation Room	1 @ 300 asf	300	461	1 Guest
Building Storage Room	2 @ 200 asf	400	615	NA
<b>Total Building Shared Spaces ASF / GSF</b>		<b>1,900</b>	<b>2,922</b>	
<b>Total New City Hall ASF / GSF</b>		<b>11,024</b>	<b>16,955</b>	

# Space Strategy Recommendations

## Project Phasing, Benefits, & Preliminary Cost

### Multi-Use Gymnasium / Fieldhouse Preliminary Space List

City of Salida New Multi-Use Gymnasium / Court	No. and Size of Space(s)	ASF	GSF	Capacity
<b>MULTI-USE COURT</b>				
Entry / Lobby Check-In	1 @ 300 asf	300	429	15 Guests
Court (110' x 60')	1 @ 6,600 asf	6,600	9,428	Varies
Restroom / Locker Area	2 @ 400 asf	800	1,143	Varies
Equipment Storage	1 @ 400 asf	400	571	NA
<b>Total for Multi-Use Court Spaces ASF / GSF</b>		<b>8,100</b>	<b>11,571</b>	
<b>ADMINISTRATIVE SPACE</b>				
Administrative Assistant (Lobby / Check-In) (ASF Above)	1 @ 0 asf	0	0	1 Staff
Staff Support	4 @ 120 asf	480	686	1 Staff + 2 Guests
Workroom / Copy / Storage	1 @ 120 asf	120	171	NA
Suite Circulation	1 @ 180 asf	180	257	NA
<b>Total for Administrative Spaces ASF / GSF</b>		<b>780</b>	<b>1,114</b>	
<b>BUILDING SHARED SPACES</b>				
Conference Room / Flex Space (Shared)	1 @ 500 asf	500	714	20 Guests
Breakroom	1 @ 150 asf	150	214	5 Guests
Building Storage Room	1 @ 100 asf	100	143	NA
<b>Total Building Shared Spaces ASF / GSF</b>		<b>750</b>	<b>1,071</b>	
<b>Total Multi-Use Gymnasium / Court ASF / GSF</b>		<b>9,630</b>	<b>13,756</b>	

# Space Strategy Recommendations

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## **Project Phasing, Benefits, & Preliminary Cost**



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## City Council Work Session Memo

<b>Department</b> Administration	<b>Presented By</b> Bill Almquist – Community Development Director Kristi Keller- City Clerk	<b>Date</b> February 2, 2026
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### Agenda Item

Short-Term Rental (STR) Code Revisions

### Background

The first reading of Ordinance 2026-06, updating Chapter 6, Article VI, is on the February 3<sup>rd</sup> consent agenda, with the second reading and public hearing scheduled for February 17. Most of the updates to Chapter 6 are intended to remove obsolete language, though there are a few changes we would like to discuss during the work session. The current caps and areas are shown below:

<b>Current Zoning Area caps and # of licenses issued</b>			
<b>Zoning Area</b>	<b>Cap</b>	<b>Current STR Count</b>	<b>Available STR's</b>
C-2/Historic Downtown	99	66	33
Hwy 291 Corridor	71	52	19
Industrial Corridor	16	5	11
Hwy 50 Corridor	46	5	41
Residential Area	82	50	32
<b>Total</b>	<b>314</b>	<b>178</b>	<b>136</b>

With the adoption of the new Land Use Code and Zoning Map, the STR Area Map and its associated license caps are no longer directly applicable. At the January 13<sup>th</sup> Planning Commission meeting, the Community Development Department presented proposed STR license caps and new districts for the Commission's recommendation to City Council. The Commission recommended removing the STR Area Map previously adopted in Chapter 6 and supported establishing the following caps for specific zone districts, to be reflected in Chapter 6:

<b>Recommended caps for each applicable Zone District</b>			
<b>Zone District</b>	<b>Cap</b>	<b>Current STR Count</b>	<b>Available STR's</b>
R1/R2/R3/AG/PD*	85	70	15
MN	75	47	28
MH/MC	50	7	43
MD	99	54	45
<b>Total</b>	<b>309</b>	<b>178</b>	<b>131</b>

\*PD properties with no base zoning shall adhere to the caps and requirements of the allowable Residential zone. Otherwise, PD properties shall adhere to their relevant base zoning. Please note that there are a few Planned Developments that have STR's allotted to them which do not count toward the caps.

In addition, the following changes are proposed by staff and supported by Planning Commission:

1. Residency Requirements in Mixed Use Center (MC) Zone:

MC (Mixed-Use Center) Zone District is intended for specific nodes out along Highway 50 and is intended for more intensive uses similar to MD (Mixed-Use Downtown) Zone District. Currently, the only area zoned MC is the Two Rivers Commons Commercial area. Prior to the Zoning Map update, this area was zoned Central Business (C-2), the same as the downtown district. The residency requirement for the MC zone district is proposed to be removed.

2. Application Timing for Residential Zones:

We are also proposing to remove the requirement that new applications in residential zone districts be submitted only between May 1<sup>st</sup> and June 1<sup>st</sup>, with renewals due annually by June 1<sup>st</sup>. Under the proposed update, applications may be submitted at any time, and annual renewals would be due based on the original approval date. This change is intended to reduce the administrative workload that currently peaks each June.

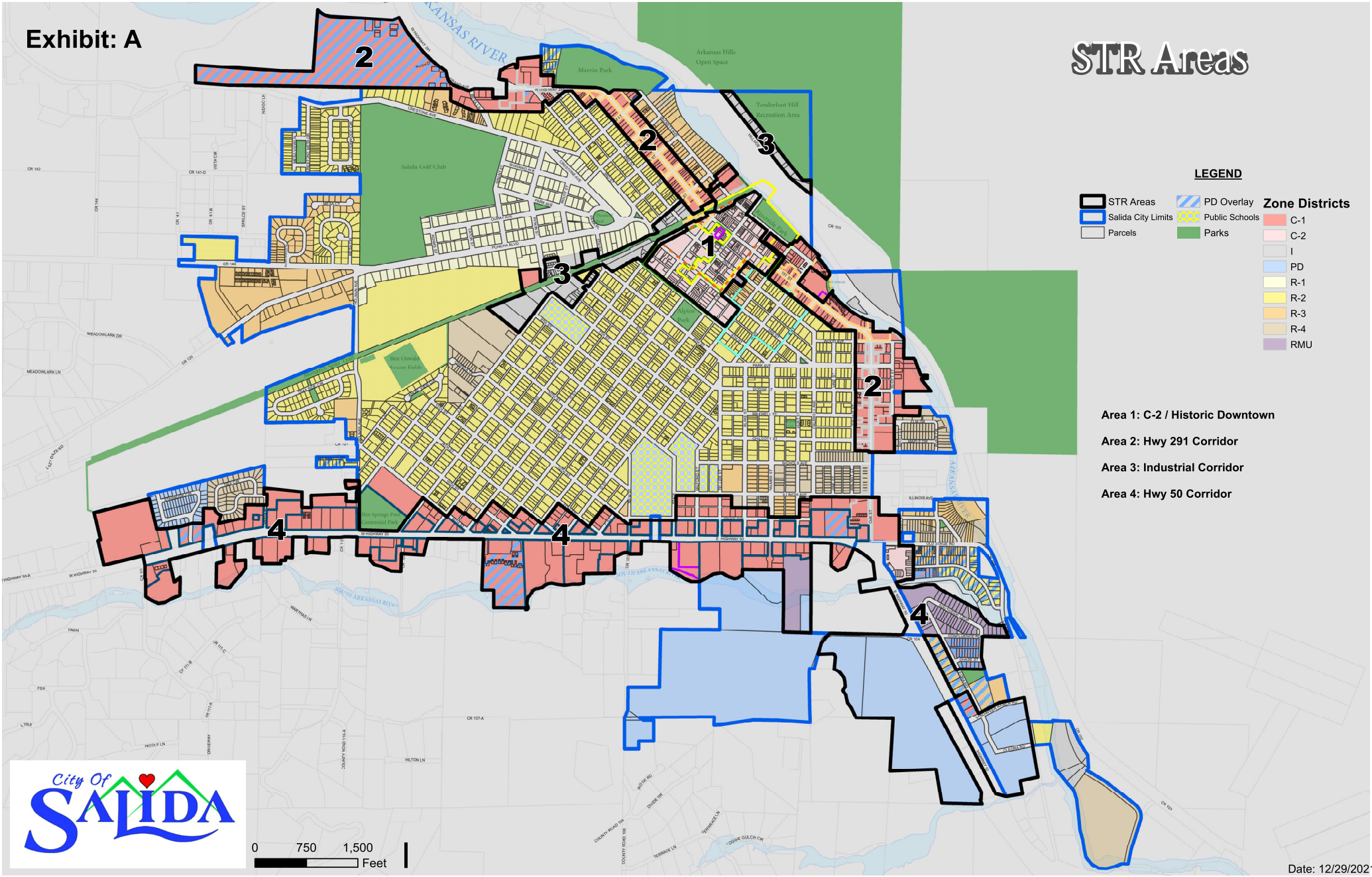
These updates primarily aim to streamline processes, remove obsolete language, and implement revisions for improved efficiency and clarity in Chapter 6.

**Requested Direction from Council**

Staff is providing this information in advance of the ordinance's first reading to clarify certain changes. Please let us know if Council has any questions or needs additional clarification so we can be prepared to address them at the February 3<sup>rd</sup> council meeting.

Exhibit: A

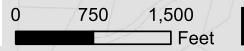
# STR Areas



**LEGEND**

- STR Areas
  - Salida City Limits
  - Parcels
  - PD Overlay
  - Public Schools
  - Parks
- Zone Districts**
- C-1
  - C-2
  - I
  - PD
  - R-1
  - R-2
  - R-3
  - R-4
  - RMU

- Area 1: C-2 / Historic Downtown
- Area 2: Hwy 291 Corridor
- Area 3: Industrial Corridor
- Area 4: Hwy 50 Corridor



Date: 12/29/2021

*Proposed Zoning Districts*

- R1 Lower-Density Residential
- R2 Medium-Density Residential
- R3 Higher-Density Residential
- MMP Manufactured/Mobile Home Park
- MN Mixed-Use Neighborhood
- MH Mixed-Use Highway
- MD Mixed-Use Downtown
- MC Mixed-Use Center
- CF Community Facilities
- AG Agricultural Reserve
- OS Parks & Open Space
- IN Industrial

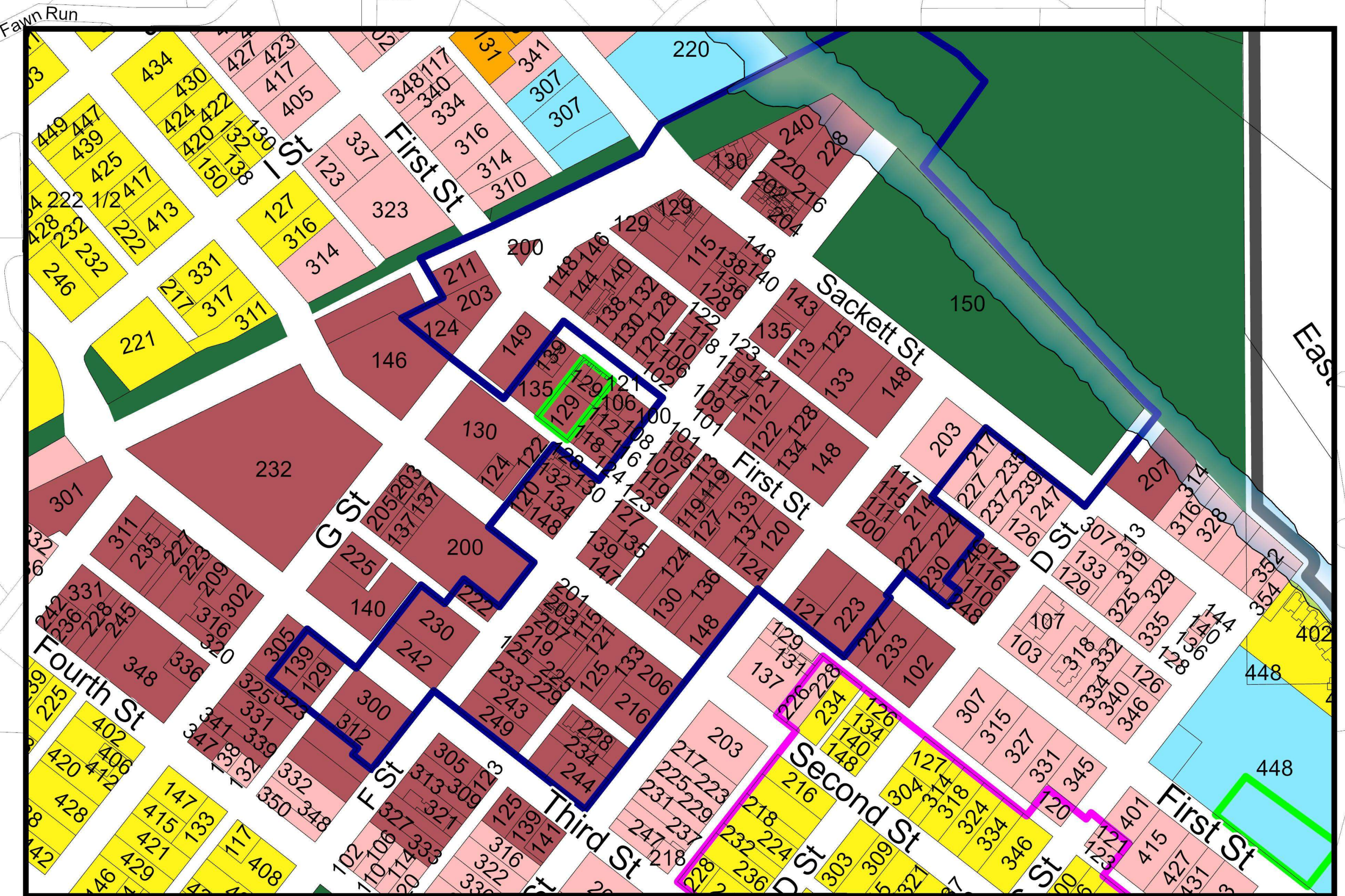
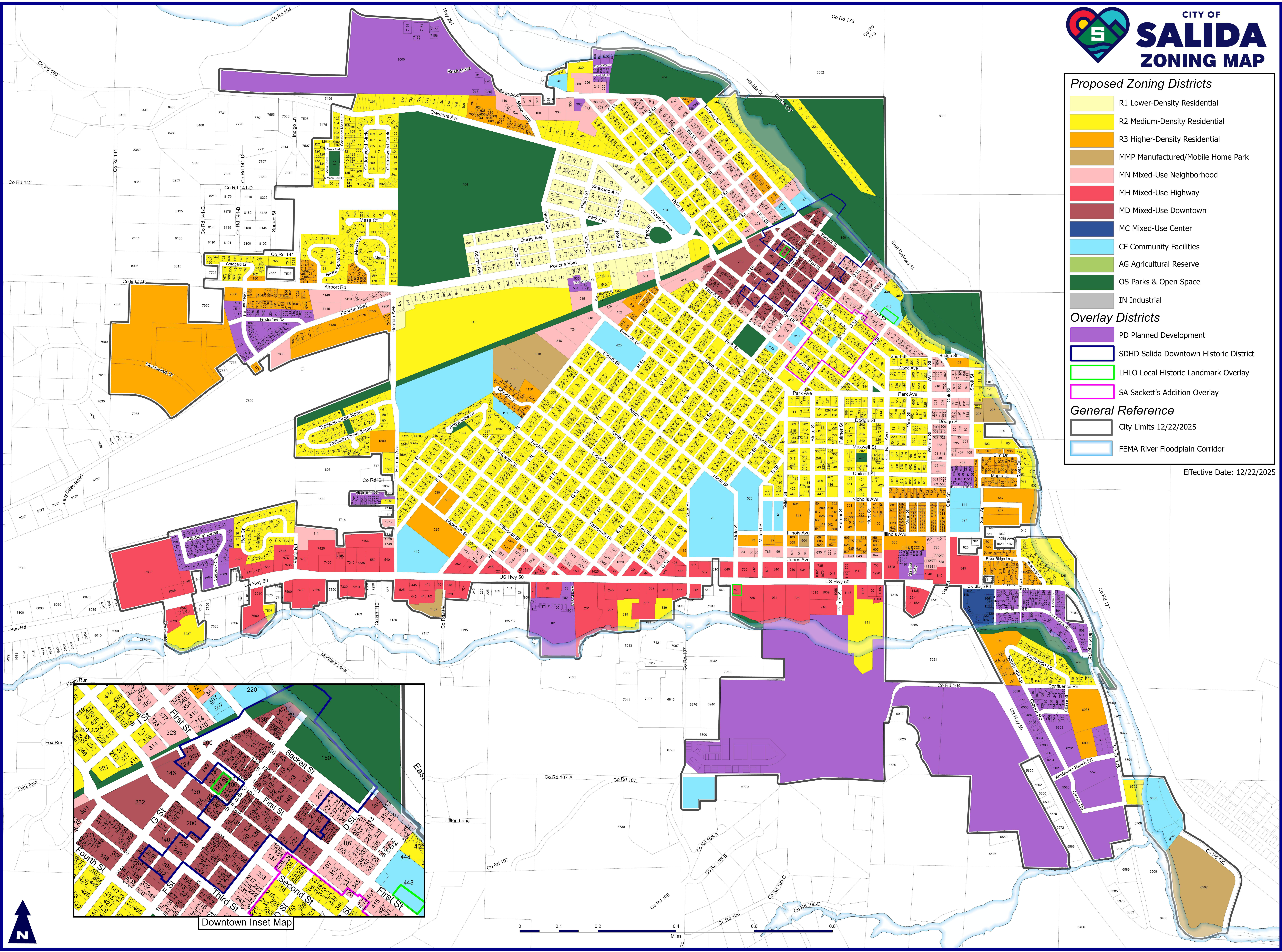
*Overlay Districts*

- PD Planned Development
- SDHD Salida Downtown Historic District
- LHLO Local Historic Landmark Overlay
- SA Sackett's Addition Overlay

*General Reference*

- City Limits 12/22/2025
- FEMA River Floodplain Corridor

Effective Date: 12/22/2025





## City Council Work Session Memo

<b>Department</b>	<b>Presented By</b>	<b>Date</b>
Community Development	Bill Almquist - Community Development Director Kristen Hodges – Associate Planner Tommy Sherwood – Planning Technician	February 3, 2025

### **Agenda Item**

Overview of Community Development Department

### **Background**

This month's department overview highlights the Community Development Department. The purpose of this presentation is to introduce the staff in the Community Development office and provide Council members with a clear understanding of the Department's core responsibilities and functions.