Police Station/City Hall Advisory Committee
AGENDA
April 20, 2015
6:30 p.m. - City Hall Council Chambers

1. Self Introductions. Members of the Committee are: Chairman Todd Anslow, Neal Butler, Jal Duncan, Robert Everett, Linda Neace, Natalie Smith, Tammy Stempel and Kevin Voss.

2. Minutes – April 6, 2015

3. Committee Scope and Timeline

4. Update - Property Search – 239 letters mailed out, 36 willing to discuss selling, 52 not willing to sell

5. Update – Facility Tours

6. Essential Facility (EF) Information – Mackenzie has indicated that EF mostly includes seismic stability. Essentially a police station would need to exceed an office buildings seismic requirement by 150%. Water, sewer, natural gas lines coming into the facility must be seismically isolated along with mechanical equipment. An emergency power generator is required. I hope to have some written information from Mackenzie prior to the meeting.

7. Police Station/City Hall General Discussion

    a. Pros and Cons regarding different configurations of departments.
    b. City resources available for project.
    c. Discuss ballot measure process.

8. Other

Adjourn

GLADSTONE POLICE STATION/CITY HALL ADVISORY COMMITTEE MEETING
MINUTES of April 6, 2015

Meeting was called to order at 6:30 p.m.

Roll Call:
The following advisory committee members were present: Chair Person Todd Anslow, Neal Butler, Jal Duncan, Robert Everett, Linda Neace, Natalie Smith, Tammy Stemple and Kevin Voss.

Elected Officials/Staff:
Steve Johnson, City Councilor; Pete Boyce, City Administrator; Irene Green, Library Director; Jeff Jolley, Interim Police Chief.

Agenda:

1. Self Introduction:
   Committee members and staff introduced themselves.

2. Minutes – March 23, 2015:
   A motion to accept the minutes was made by Robert Everett with a second by Linda Neace. Motion passed unanimously.

3. Property Search:
   City Administrator Boyce notified the committee that Universal Field Services mailed out 239 letters. 57 were returned of those 20 property owners indicated that they would consider selling property, 35 were not interested in selling and 2 were undeliverable. Staff will continue to update the committee.

4. Facility Tours:

   A tour of the Lake Oswego Police Station/City Hall is scheduled for April 11, 2015 at 10 a.m. It was reported that Milwaukie can provide a tour on April 18, 2015. Staff are attempting to schedule another facility that day. The committee also indicated the stand alone West Linn police station should be put on the list for tours.

5. Police Station/City Hall General Discussion:

   There was discussion regarding the financial estimates provided by the City Administrator. These estimates were based on previous estimates provided by consultant Mackenzie. The committee also would like clarification regarding the "essential facility" building code standard. Updating the City's parking code to require fewer spaces was also discussed.

The meeting adjourned at 7:30 p.m.

Police Station/City Hall Estimates
April 6, 2015

Potential Available Resources

	Cash Balance Feb-15
Urban Renewal	4,816,287.75
State Revenue Sharing	886,590.36
Total	5,702,878.11

Police Station/City Hall **High Estimates (Land Acquisition Not Included)**

	2023			Ft2 Split Public Function		% Split			
Public Function	1,318								
Police Station	10,640			11,299		64%			
City Hall	5,623			6,282		36%			
Total Square Footage	17,581			17,581		100%			
		Ft2	% PD	Police Station	Ft2		City Hall	Ft2	Total
High cost current site	7,992,017	455	64%	5,136,329.00	455	36%	2,855,688.00	455	7,992,017
High cost Webster	6,398,911	364	64%	4,112,467.74	364	36%	2,286,443.26	364	6,398,911

Police Station/City Hall **Low Estimates (Land Acquisition Not Included)**

	2023			Ft2 Split Public Function		% Split			
Public Function	1,318								
Police Station	10,640			11,299		64%			
City Hall	5,623			6,282		36%			
Total Square Footage	17,581			17,581		100%			
		Ft2	% PD	Police Station	Ft2		City Hall	Ft2	Total
Low cost current site	6,520,221	371	64%	4,190,431.55	371	36%	2,329,789.45	371	6,520,221
Low cost Webster	5,122,843	291	64%	3,292,361.25	291	36%	1,830,481.75	291	5,122,843

Library

Project Expense	4,374,638		
Land Expense	700,000		
Total Expense		100%	5,074,638
Clackamas County Contribution/Lib Dist	2,374,638		
Total Clackamas County/Lib. Dist. Contribution		47%	2,374,638
Total Project Expense to Finance		53%	2,700,000
Total Project Expense	5,074,638		
Interest	1,213,339		
Debt Issuance Expense	75,674		
Total Project Expense Plus Interest/Debt Exp			6,363,651
Average Annual Payment - 20 Year	200,632		

Combined Library/PD/City Hall (Land Acquisition Not Included)

High Current Site	12,366,655.00
High Webster Site	10,773,549.00

Combined Library/PD/City Hall (Land Acquisition Not Included)

Low Current Site	10,894,859.00
Low Webster Site	9,497,481.00