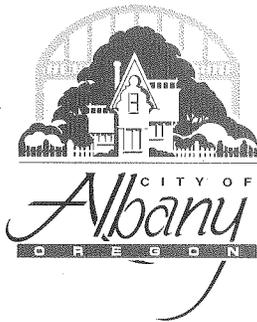


**Public Safety Facilities Review Committee**  
**Tuesday, January 28, 2014**  
**7:00 p.m.**  
**Council Chambers, Albany City Hall**

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1. Welcoming comments: Floyd Collins, City Council President
2. Committee introductions
3. Housekeeping: Marilyn Smith
4. Decision-making and survey process
5. Background documents: Wes Hare, City Manager
6. Committee brainstorming
  - a. Questions to answer / issues to address
  - b. Tasks to complete
  - c. Basic principles
    - How we operate as a committee
    - As they relate to the project
7. Next step: Tour existing facilities?
8. Future meeting frequency / dates / time?
9. Comments from the public
10. Committee thoughts and comments
11. Adjourn



January 22, 2014

**CITY HALL**

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**Public Safety Facilities Review Committee**  
Albany City Hall  
333 Broadalbin Street SW  
Albany, OR 97321

Dear Committee Members:

Albany's Police and Fire Departments with the help of the City Recorder have compiled the materials relating to efforts over the past decade to meet facility needs. More than 500 pages of assessments, studies, memos, and minutes help explain what has been done to date. Copies of the background materials will be provided to you at the first meeting on Tuesday, January 28, 2014.

My first exposure to these issues occurred shortly after my arrival in Albany in 2005. Both the Police and Fire Chiefs discussed their facility needs with me, and I made a report to the City Council that there were no funds available to address the problems. I recommended that the Council delay any attempt to construct new buildings for a period of five years and that we use the time to accumulate resources for the projects. During that interval, the City set aside more than \$4 million, despite dealing with the fiscal challenges of what many now call the "Great Recession."

I recommended to the Council in 2013 that historically low interest rates justified a request to the voters to pass a \$20.3 million bond measure that would be combined with reserves to fund new police and fire stations. I continue to believe this amount would pay for adequate facilities for both departments, although interest rates are already rising and the construction budget would be tight.

As you know, Albany voters rejected the proposed bond measure in November 2013; and your committee has been asked by the Council to review the questions of whether the facilities are needed, what they might look like, how much they would cost, and how they would be funded. City staff is prepared to assist in any way we can without attempting to influence the committee's work. Marilyn Smith, the City's Public Information Officer, will provide administrative support and Fire Chief Bradner as well as Police Chief Lattanzio will be available as needed. Additionally, Finance Director Stewart Taylor will be glad to answer questions about funding options.

I believe the Council is greatly appreciative of your willingness to volunteer your time to help address this important community issue, and I know I am grateful for your help. I wish you great success in developing recommendations that will help insure cost effective delivery of public safety services for generations to come.

Sincerely,

Wes Hare  
City Manager

WH:ldh

# Background Documents

*The documents listed below will be provided to you at the meeting on January 28, 2014.*

## *Albany Police Department*

**2002:** Facility information sheet.

**July 10, 2003:** Berry Architects Feasibility Study for a New and/or Expanded Police Facility and Municipal Court.

**December 21, 2009:** Plot maps, escrow sheets for purchase of Willetta Street properties.

Map of alternate properties considered for new Police facility with site detail outline.

**July 16, 2010:** "Building Needs," Chief Boyd's blog on City website.

**October 12, 2010:** Memo regarding Police and Fire Facility Financing.

**August 11, 2011:** ZCS Phase 2 New Police Department Schematic Design Services Proposal, Revised.

**(undated):** ZCS/HSR City of Albany Police Facilities Assessment and Preliminary Design: Phase I, Part A—Department Programming and Needs Assessment.

## *Albany Fire Department*

**(undated):** ZCS/HSR City of Albany Fire Department, Station 11 Assessment and Preliminary Design: Phase I, Part A—Department Programming and Needs Assessment.

**June 6, 2012:** Letter from Baldwin General Contracting, Inc., regarding preliminary cost study for seismic strengthening/building rehabilitation.

**October 2013:** Explanatory statement for 2013 Public Safety Facility Bond for Fire Station 11.

## *Police, Fire, Finance*

**August 7, 2013:** City Council memo and resolution restating uses of litigation settlement proceeds.

**December 4, 2013:** City Council meeting summary showing adoption of resolution with abstract of votes from November 5, 2013 bond election; resolution, vote abstracts from Linn and Benton counties.

# Supplemental Documents

*Contact Marilyn Smith to review any of the documents listed below.*

## ***Albany Police Department***

**June 4, 1987:** Police station floor plan.

**May 1997:** Police station floor plan for remodel.

**October 23, 2001:** Request for Proposal for new or expanded Police facility.

**December 7, 2001:** Berry Architects Proposal for a Feasibility Study for a New and/or Expanded Police Facility.

**FYs '02, '03, '04:** Email regarding cost of Berry contract.

**August 2003:** In-house remodel plans.

**November 17, 2003:** City Council work session minutes regarding tour of Police station.

**2003-07 and 2004-08:** Capital Improvement Program pages identifying addition or replacement of Police station.

**August 13, 2009:** Email regarding right-of-way and highway access from 24<sup>th</sup> Avenue SW to Willetta Street site.

**September 15, 2009:** Email regarding SDCs and utility connection charges for Willetta Street site.

**December 2009:** Phase I environmental site assessment for Willetta Street site.

**December 9, 2009:** City Council meeting summary showing motion to adopt Resolution No. 5872, authorizing the Chief of Police to purchase, on behalf of the City of Albany, two parcels of real property as a site for a future Municipal Law Enforcement Center.

**December 11, 2009:** HSR/ZCS proposal for services, programming, conceptual design, and marketing for new Police station.

**December 13, 2010:** City Council work session agenda, showing tour of Police Department.

**January 11, 2011:** Draft scope of work for Police and Fire facility needs assessment and recommendations, ZCS.

**January 21, 2011:** Email from Mark Shepard regarding ZCS scope of work draft.

**February 16, 2011:** ZCS/HSR Statement of Qualifications and Fee Proposal, City of Albany Police Department Facilities Assessment and Preliminary Planning and Design.

**May 25, 2011:** City Council meeting summary showing Council request for an update on new or revised plans for the Benton County Jail or other law enforcement facility.

**September 28, 2011:** City Council meeting summary showing motion to build a new Police Facility failed; motion to bring Council a funding source for building a new Police Facility passed.

**(undated):** Notes, Chief Lattanzio, Projected Costs for New Police Building.

**July 18, 2013:** Email regarding HSR project development cost worksheet, Revision 1.

**(undated):** Albany police department remodel 2013.

**October 2013:** Explanatory statement for 2013 Public Safety Facility Bond for Police Department.

## ***Albany Fire Department***

**Fire Station 11 Replacement** – Chronology of events to present.

**2003-2007:** Capital Improvement Program page regarding building replacement.

Map of alternate properties considered for new Station 11 with site detail outline.

**October 14, 2009:** City Council meeting summary showing Resolution No. 5851, applying for up to \$1.5 million for seismic rehabilitation of Fire Station 12 through Oregon Emergency Management Seismic Rehabilitation Grant program.

**May 24, 2010:** City Council work session agenda showing discussion of Fire Department training center master plan.

**January 12, 2011:** City Council meeting summary showing report on evaluation of Albany and Corvallis fire departments for collaborative opportunities, and authorizing hiring a consultant.

**November 7, 2011:** City Council work session summary showing Fire Station 12 Seismic Upgrade Change Order.

**March 12, 2012:** City Council work session showing Fire Department Consolidation Study item.

**April 11, 2012:** City Council meeting summary showing approval of contract increase for Fire Station 12 Seismic Construction.

**December 10, 2012:** City Council work session summary showing Fire Consolidation Study Follow-up and Annual Report.

**September 11, 2013:** City Council meeting summary showing adoption of resolution authorizing purchase of properties at 519 and 531 Lyon Street SE.

## ***Police, Fire, Finance***

**July 28, 2010:** City Council meeting summary showing motion for the City Council to set five objectives for allocation of the PepsiCo settlement – City funds reimbursement, economic development, capital projects, reduction of debt, and LID/CARA loans.

**November 1, 2010:** City Council work session summary listing Police and Fire Facilities Report with direction to staff to bring back a funding plan for construction of a police station, property purchase for fire station and determine if both facilities can be built in a 5-year timeframe.

**November 10, 2010:** City Council meeting summary showing item for financing plan for litigation settlement proceeds.

**November 17, 2010:** City Council meeting summary showing motion to give Fire Chief the authority to bid on property consistent with direction given during executive session.

**February 23, 2011:** City Council meeting summary showing report on police and fire facility assessments and evaluations with motion authorizing spending for Part A under scope of work.

**March 21, 2011:** City Council work session agenda showing Facilities Funding Proposal item.

**June 13, 2011:** City Council work session meeting summary with Police and Fire Facilities Study Report; staff memo, report summary.

**August 15, 2011:** City Council work session meeting summary with Public Safety Operating Levy and Facilities Plan report.

**September 14, 2011:** City Council meeting summary with adoption of ordinance to submit renewal of 5-year public safety levy to electors.

**September 26, 2011:** City Council work session summary showing Police and Fire Facilities Update.

**October 10, 2011:** City Council work session summary showing Police and Fire Facilities Funding Strategy item.

**June 6, 2012:** City Council meeting summary showing acceptance of abstract of votes from May 15, 2012 election with City of Albany Ambulance, Fire and Police Local Option Tax.

**July 22, 2013:** City Council work session summary showing November Bond Election item.

**August 5, 2013:** City Council work session summary showing November Bond Election Options item.

**August 14, 2013:** City Council meeting summary showing adoption of resolutions restating uses of litigation settlement proceeds for public safety facilities and economic development; and calling a measure election to amend the City Charter to authorize up to \$20.3 million in General Obligation Bonds to finance public safety projects; staff memos and resolutions.

Flyer announcing public tours of Police and Fire buildings October 5 and 12, 2013.

## Commentary

# Some ideas for police/fire panel

BY GORDON L. SHADLE

I offer the following practical recommendations to the Morse-Burright panel as it steps back from the failed police/fire bond measure and takes a "fresh look" at the issue.

The panel should tell the City Council to:

1. Update the 2002/2003 feasibility study to reflect current availability of commercial properties that meet a minimum set of criteria for a police building. This includes determining the feasibility of remodeling the existing police building.
2. Update Phase I, Part A of the 2010 needs assessment. This includes developing a 2014 set of conditions and assumptions for both the police and fire buildings.
3. Complete actions that were not accomplished in the 2010 needs assessment:
  - a. Phase I, Part B - Site option study for the police building. Using information from #1 above, compare and contrast the various siting options including remodeling the existing building and constructing a building on the purchased site. Identify the optimal location using a rigorous decision making methodology free of political influence;
  - b. Phase II - Site Specific Studies - Using the output of Parts A and B of the updated 2014 needs assessment, provide reasonably firm project cost estimates, construction plans, design concepts and renderings, and general specs for the construction work to be performed on both buildings.
4. Identify the optimal project delivery approach in the updated 2014 needs assessment. This involves using a rigorous decision making methodology free of political influence to identify which approach best meets the time, cost, and quality needs of the project.

For example, which approach fits best - design/build, design/bid/build, construction management @ risk, or integrated project delivery?

5. Identify assessment strategies for a "combined" or "separate" bond measure in the updated 2014 needs assessment. Using a rigorous decision making methodology free of political influence, identify which strategy is optimal.
6. Identify a financing approach and bond amount(s) that avoids comparing the current rate for existing GO bonds to the new tax rate objective. The analysis must include using Pepsi funds and any other source of funds available to the city. This analysis should not lead to a political assertion that the recommended financing approach will result in a "tax decrease" to Albany residents. The tax rate for a bond levy is not permanent. Each bond levy is a temporary burden more accurately identified as "tax increase" relative to the M5 tax limits. Comparing a previous bond tax rate to the new bond tax rate creates the perception that the city considers bond levies to be reoccurring and permanent.
7. Implement a plan to replenish the city's Facilities Replacement Reserve Fund over the useful life of the facilities identified in the updated 2014 needs assessment (ex: 20-years). The objective is to avoid putting future voters in the same pickle current voters are in. Albany voters are in no mood for political maneuvering. If voters sense this panel is playing a political game or acting as a mouthpiece for the Mayor or City Council, the "jaundice towards government" you worry about will only get worse.

*Gordon Shadle has been an Albany resident and property taxpayer since 1994.*