

**Minutes**  
**Public Safety Facilities Review Committee**  
**Tuesday, April 22, 2014**  
**7:00 p.m.**  
**Council Chambers, Albany City Hall**

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Call to order

Co-chair Morse called the meeting to order at 7:00 p.m. He announced excused absences for members Martin, Reece, Wheeler and Berg.

Approval of April 8, 2014, minutes [Pages 3-15]

Steele moved to approve the minutes as written; Edwards seconded. Minutes were approved.

Comments from the public

Morse announced that Mike Quinn had material to present.

Quinn introduced himself as a local builder. He said a group of people had noticed when people voted the bond measure down, they had no drawings to which to refer. He noted that the Committee includes two architects. He said he'd heard a lot of talk about the potential cost of getting drawings of a new fire station and police station so he and others had taken it upon themselves to give the Committee a freebie to give them a head start. He described the Fire Department drawing showing Sixth Avenue closed. He said a Fire station is basically a big shop; it's not like building a house.

The second drawing shows the Police station with an addition. He said he and his group are concerned about a new facility at another location. He is concerned that the City won't be able to facilitate a new building given the department's current budget. He recalled hearing Burright speak to the Elks about 30 years ago when Linn County was seeking voter approval to build a new jail. (See March 11, 2014 Committee minutes.) Quinn said one of the Elks asked Burright if the county would be able to facilitate the new jail with the current budget and that didn't happen, since the Sheriff's Office has sought voter approval of a special property tax levy for many years since.

Burright asked Quinn what he meant by "facilitize." Quinn said he and others are worried that the City won't be able to support a police station away from the current site within its operating budget instead of just adding on. He said their concern is that, if the City builds a \$9 million facility in a neighborhood that doesn't want it, it would cause a budget crisis trying to run it while adding on could be done economically. He said when City Hall was built, the City hired five people to facilitate it and he and his group figured the same thing would happen with the police station. The question is, will it cost more to run a new police station. Quinn said he had come to the meeting mostly to show drawings of the Fire Station but he had drawings of the Police building as well.

Quinn showed a drawing of a new fire station over a closed Sixth Avenue. Part of the building is shown as a two-story building with the middle mainly a "glorified garage." He said if the City wanted to keep the historical value of the building, they could take off the top part of the old building; he said he would just tear it down. The drawings show a building that is 20,722 square feet, with another 4,000 square feet on

the second floor of the two-story section to get to the 25,000 that the Committee wants. He said he and his group had just thrown these out so the City doesn't have to spend \$50,000 to get some renditions.

Quinn then showed a drawing of the Police station, which he described as a lot fancier. He said he actually has the blueprints for the existing police station, he has had them a long time, and they show that it can go to a second story; it doesn't have to be demolished. His drawing shows quads south of the existing building for offices and specialty use. He said he and his group have talked to quite a few policemen about the building. To accomplish the addition and more parking, he said, the City would have to purchase an adjacent four-plex, duplex, and a house. The drawing shows an additional area that Quinn's draftsman had added for a fire station. The additional building and parking would involve property out to Jefferson Street, Quinn said.

He showed a drawing of the Police building's front elevation. He said it's Planning 101 and most of the City's planners would agree with him that keeping the police station close to the financial area is a key part of planning a city. He said the facility his drawings show has several ways to get out into the community. He said he tried to develop the Pacific Boulevard property with 14 houses in 2002. He said he was stopped by ODOT; he wanted to build a bridge across Cathey Creek in front of Schoen Electric and was met with state wetlands issues and other problems. He said if he met with problems on that site, he expects the City would, too. He said he built quite a few of the houses on Willetta Street, it is a condensed street, a lot of employees of the Professional Plaza park on the east side and residents park on the west side; having a police car go down that street at 70 miles an hour is going to hurt the residential area.

Quinn said he and his group still feel this can be equitably done and a key component is to be near the jail. He said the City would have to purchase the neighboring properties east of the police station, but it would be definitely less than the \$875,000 paid for the Pacific Boulevard property; he said he could have bought that property eight years earlier for \$210,000. He said the City overpaid for the property two weeks after looking at the former Weyerhaeuser corporate offices, which is now costing Linn County a lot to remodel. Quinn said that would not have been a good spot for a police station.

Morse asked how much additional property would be gained in purchasing the residential property. Quinn said he thinks it would be about an acre. Morse asked if Quinn's plans encroached into any county property. Quinn said no. Quinn said police personnel had told him that they would like to park inside the compound and not out on the street. He said they need more parking on site. He said he thinks the construction on Jackson Street would be about half the price but location is the biggest thing for his group. He said if ODOT allows access to the Pacific Boulevard property, that would be good for people like him who could use that as a precedent-setting case.

Morse asked how many feet of usable space Quinn's design would provide. Quinn said the additions total about 12,500 square feet and the total is about 21,000. He said he and five others drew the plans in about a day. He said a lot of people in Albany are saying they'd like to see something, so they created it. He said he feels this works. He said he has torn down about 15 houses in the neighborhood around the police station in last 7 years, and the neighborhood likes having the police station there. He said the Willetta Street neighbors are not happy about the new property at all and he doesn't know how the City will come up with a traffic plan. Quinn said he had put a plan like this in the newspaper almost two and a half years ago, and Hasso Hering commented recently in his blog.

Arasmith said it's about 1.3 acres. Burright asked how many parking spaces Quinn's plan allots and how many exist now. Quinn didn't know. He said a lot of people park on Jackson Street.

Morse asked how this concept would accommodate future growth. Quinn said some of the land behind the jail has potential but his plan solves the problem for 30-40 years; beyond that, if Albany grows, the police would be looking at precincts or a satellite office.

Steele asked if a second story could go on the building. Quinn said yes. He said he had talked to former Chief Ed Boyd about his ideas and said Boyd told him it had merits but he wasn't going to be here that long. He said he thinks the bond measure can be substantially reduced. Both facilities have to have something done but the Fire Hall is the pressing issue for him. He said the City has an \$875,000 piece of property that the City might be hung out for, but there are a lot of properties that the City has bought all over town and he doesn't think this is any different.

#### Committee recommendation to City Council for Fire facility [Pages 16-18]

Morse asked members to review the revised recommendation. He asked Bradner for follow-up information on the cost of closing Sixth Avenue. Bradner said he had been asked about the impact of moving the 12-inch waterline to Fifth or Seventh. He read from an email message from Public Works Director Mark Shepard dated April 21, 2014:

“I had PW staff complete a more detailed look at the issue of potentially abandoning the water line in 6<sup>th</sup> Ave. between Lyon and Baker to accommodate a Fire Station building. Initially, I thought there may be some improvements required on 5<sup>th</sup> Ave. or 7<sup>th</sup> Ave. to assure that the water network remained robust. A detailed evaluation has been completed by staff and it has been determined that the water line in 6<sup>th</sup> Ave. between Lyon and Baker can be abandoned without additional water system improvements being required on 5<sup>th</sup> or 7<sup>th</sup> Ave.

Therefore, you can report to the Public Safety Facilities Committee that there will not be any additional costs incurred if a water line cannot be accommodated across the Fire Station property.”

Morse asked about other utilities, specifically the sewer. Bradner said he had reported on that at the last meeting – it would be about \$120,000 to relocate that. He said he is also checking on natural gas and electricity, since those would have to be relocated. He has a meeting with the power company coming up in about a month.

Cordier said it's still an action item that the Committee wants to see the total cost of all utilities to vacate the street and put a building over the top. Bradner said because natural gas and power are in the City's right of way, we can tell them to relocate and they bear the cost; the \$120,000 is an estimate of all City costs associated with relocating utilities.

Morse said he understood that the Committee had approved the paragraph on the top of the second page of the recommendation. Burright said the group had reached tentative approval but did not have consensus on the entire document. Morse noted dissent on Sixth Avenue. He asked for discussion on the recommendation and subsequent review after the committee concludes work in June.

Burright said he left the last meeting feeling disturbed over the lack of direction the Committee was giving with the Fire Department recommendation. He agrees that the Committee doesn't want to build a building that's too small and needs to be able to plan for the future. It's extremely important to design the building so it can be expanded; he doesn't want his kids to have to deal with this problem. He said he understands that the City will probably never build big enough; the sheriff's office and jail has been updated twice since the main building was completed. He agrees that construction will likely be more expensive in the future and the building needs to be cost-efficient, but he believes the committee cannot

overlook the programming documents for Fire or Police and blindly accept their conclusions. He said he especially feels that when there are obvious spaces in the buildings that are not necessary for this city. He believes that one of the committee's functions is to review the programming of both facilities: not dig down into the minutiae, but take a 10,000-foot over-flight and make sure they feel comfortable that what is being proposed is right for the City of Albany. The Committee needs to continue to remember that they are representing a very broad spectrum of people, a continuum from the very successful business owner who wouldn't care about extra space to the single parent who is unemployed, scrounging for every dollar, to whom extra is important, and everybody in between. He said he tried to keep that in mind during his review.

Burright added that someone asked earlier if the Committee was only proposing cuts to sell a bond. In part, that is what the Committee is doing, but if they are leaving something in the building that isn't necessary, that is very wrong when it comes to promoting a bond. He said he can't go any place in town right now without someone stopping him to ask about the committee. He said he hopes that when the Committee is done, he can say it was a great experience, they vetted everything there, he can assure people that the recommendations are what the City needs, and they're ready to go. He doesn't want to say that extra space is in the buildings and the taxpayers will have to foot that bill, maybe for millions of dollars. He wants to be able to look somebody in the eye and say they did their due diligence.

He said he had decided to give another shot at the language related to programming, be more articulate and demonstrate that some things are very important to the Committee. He explained the two paragraphs that had been added to the earlier draft recommendation – the first paragraph deals with eliminating some spaces that Bradner had identified in his program review, and reduces the square footage, which should be listed as a rounded number. The second paragraph sends a message: we're not interested in a monument or a gateway building, but a building that is sensitive to the needs of the people who work in it and to the needs of the taxpayers who are paying for it. The paragraph continues to talk about targets for square footage.

Wyatt said he had read the minutes of the last meeting several times and it appeared that the Committee had reduced the recommended size of the building by about 5,000 square feet. He said the Committee has selected a site, the site will constrain whatever is built there and parking requirements will constrain it. He recommends going to an architect and asking them to design something including the principles here, make optimum use of the site, with energy-efficient systems, low operating costs, not a monument: use the site, something between 25,000-30,000 square feet, and bring back something that makes some sense. He said the last thing that facility should do is end up to be too small or too whatever; it's never going to be cheaper to build than right now. He said he has never seen building costs go backward. He said the facility should be there for 50-60 years; you don't want to short yourselves and buy the cheapest possible things because of the public bid process because it will have to be fixed later.

Wyatt added that the square footage numbers needed to be rounded off and the requirement handed off to someone who can come back with a proposal. The site is going to drive what can be done there. The drive-through is a real advantage. He said when he read the minutes, he expected a firm conclusion but it appeared that the Committee got sidetracked on the minutiae.

Steele said she appreciated Wyatt's feedback from reading the minutes. She said she remembered a conversation at the last meeting: if you give them 30,000, they'll take 30,000; give them 25, they'll take 25. She asked how that could be done effectively so an architect doesn't end up at the top number if the space isn't needed.

Wyatt said to give them the principles. Cost is a factor. This isn't a monument. Talk about the materials you want to use. The architect will have a lot of interaction with the owner about what works and what

doesn't work. One of the principles is that the Committee doesn't want this to be a cheap facility but a frugal, economical facility. He said his experience in building other facilities is to have some up front principles before ever getting to a number; most architects appreciate that and come up with good products.

Cordier asked if Wyatt would object to targeting some kind of number. Wyatt said, no, rather give the architect a range. He said any activity changes with technology, and new technology will change the needs and the use of that facility. He recommended giving the architect some flexibility, guidance and principles. Whoever gets hired will know that the project has to be financed; if the rendering comes out to be grandiose, it won't fly and they know that.

Morse said he sees most of Wyatt's concerns reflected in the recommendation. Wyatt agreed; he recommended rounding off the square footage to give a target range. Morse read from the recommendation:

“Therefore the committee suggests that the City Council convey to whatever firm is hired to continue in the design process that the desired building size is 25,500 square feet as long as it can be accomplished without jeopardizing the building function and future needs.”

Wyatt said to redefine the needs. The number becomes a constraint, something the architect must work toward. He recommended a range with a minimum of 25,000 and maximum of 30,000.

Ryals said he has been through these things a lot of times and has been reflecting on this since last meeting. In doing some research, he has found that public projects always end up costing more than private projects and often go over budget. In this case, the committee has been through the building program and will then go through the design process, the process of taking the program and turning it into a building. He said the important thing he brings to this committee is knowledge about going through that process. In selecting an architect, it is important to make the selection a public process. Through the process of taking the program and creating a design, the Committee engages the greater community, gets input and creates some excitement. He said he really appreciates what Quinn has done and he wished everyone in town was so committed and had taken such an interest, because that's part of the process.

Ryals said there are lots of ways to go through the process. One is to hire an architect and have them come back and tell the Committee what they need; another is to give an architect the parameters and they come back with several options, allowing the public, City staff and others to come in and voice their opinions. He said, like it or not, the Fire Station is kind of a gateway to downtown; everyone who drives through town will see it. Many things about the current building really work – the doors are open, almost like an open door to the town, he said. People feel attached to it. To him, the number of square feet doesn't seem relevant. He said the building program is a good one. The Committee needs to set priorities and engage an architect and go through a process to move forward to get a design that people in the community are going to get behind. He said he wants to see a 70% vote in favor of this, and the way to do that is get people involved.

Steele said she thought the Committee, with Bradner's help, had already gone through a process with ZCS, and that he had narrowed down what he needed; with careful thought, he had eliminated three different work spaces. Wyatt said his experience is that it's way too early to do that. To say that 1,100 square feet can be eliminated in a specific area can't be done at this point. He said what Bradner did is not wrong but it's too early to make such changes.

Steele asked how to set parameters so the building doesn't end up designed for 35,000 square feet.

Ryals said the story of Corvallis v. Scio at the last meeting was important. The process in each community was very different. Corvallis was driven from within, while Scio was inclusive, done throughout the community and included costing along the way and showing people what's involved. An architect can present possible materials to consider; square footage isn't the only cost. How a building is constructed and how articulated it is makes a big difference. Maybe people want a simpler design; that allows you to get more room. An architect can put together real designs, real options, real costs, and let people respond to that. He said if he were designing a kitchen, the homeowner would probably want to know the cost of various countertop materials before choosing one.

Morse said there is a difference between nice and necessary and that is the message to the chiefs in the Committee's discussion: it needs to be necessary and the nice-to-have may need to be deferred. The recommendation language needs to reflect that.

Morse said he and Burright had been discussing this: with the Fire Department, the Committee has programming needs and they'll build on that with an RFP to come up with more specific design criteria and that's in process. Hopefully, the Committee will be doing the same thing with the Police building. The work will not be done by June 10, the target date for the Committee to finish its work. He asked members if they would be willing to come back and reconvene when designs are done for both facilities, to review, critique and sign off or do they want to be involved in the process as it goes along. The co-chairs are concerned that they might lose the Committee as summer goes on. At least for the Fire Department, responses to the RFP may be back by September; the Committee could come back then and do that review. He asked if the Committee is willing to do that.

Cordier said the Committee's work would be incomplete if they didn't do that. If it's not brought back for the Committee's review, how does the public buy it? He doesn't think they would.

Roe said he doesn't want them to go through all this work without a say on the final buildings.

Arasmith said he thought the process they would go through is somewhat like what Ryals described. An architect would create some kind of conceptual design based around the program documents, then the Committee could get more information and begin to involve the public in more depth. He assumed that's what would happen.

Morse asked if the Committee would be willing to meet during the summer. He asked if the process is moving and things are coming out of it for review, do members want to be involved in that or just the final review.

Wyat said he wants to be involved in the process.

Ryals said his invitation to serve on the Committee did not have an expiration date.

Burright asked Wyatt what process he wants to be involved in. Wyatt said they're talking about working toward laying out a model; the whole design process will take some time.

Ryals talked about using square footage multiplied by a dollar amount to determine the project budget. He said there have to be some options in determining cost. He said he thinks all the Committee members have in the back of their minds what this should look like and what it should be. He described the process in designing the Woodland Square housing project – presenting several options and testing reactions to them to learn what kind of design people in Albany want. It was a collaborative process among design professionals and people who know Albany best and also have some skills in economy. The building owner is deeply involved. At the end, everyone feels some ownership.

Wyatt said he believes that part of the problem with the bond measure that failed was that it was a round number. Putting definition on this thing is a key to voters looking at it and saying, yeah, that's what I want to buy. He said the figure may have three zeros on the end but there should be specificity up front about the kind of thing to be built, in general how it looks and real materials that will be used; that can produce a real cost estimate, not just the square footage times a multiplier. He said there are a number of decisions along that route and he thinks this group ought to be involved in it.

Morse asked if anyone objects to the ongoing process; it will take time. Burrigh said it will take a couple of months to get the RFP out and back; he thinks it will be a challenge to get that far by September. It may be fall before the Committee has more to do.

Cordier asked to discuss the recommendation. He pointed to the sentence:

“The Committee recommends that the ZCS/hsr Fire Department programming and needs assessment be used as the programming template for the Station 11 design.”

Cordier said he had added “initial” before the second “programming.” That is a stand-alone sentence and that says that is the document but the Committee has made changes to it to create minimum and maximum square footage. The changes were made with the Fire Chief's permission and he has said he can live with 4,000 square feet less than that. That creates the range for the architect to be creative.

In the next sentence are the words “design and build.” Cordier said he cannot support those words. If the bidding process is not involved in it, it won't be successful. He believes that unless the Committee recommends that the City use the design/bid/build process, they will fall back to design/build. Burrigh said the phrase is “design and build,” which doesn't preclude design/bid/build. The Committee has not made that decision.

Ryals said he wishes he had been on the Scio field trip. He said he has since heard, over and over, that people really love that building, and they do because there was a vision that was carried forward to people in the community, they listened to all parts of the community and it became a community vision. He said that process works in Albany and maybe the Committee members are the visionaries. Working with the design team, they could go to Rotary, explain their work, they have the community's best interests at heart and this is the result. He said he wouldn't mind being an advocate for something that he believes really serves the community. He said if Cordier spoke to a group and said he supports the measure, a lot of people would say, “Hmm. Mikey likes it.” He said he has the feeling that's why the Committee was brought together.

Cordier said he had spent time today talking to city staff in West Linn, Oregon City, and Salem. He said West Linn broke ground last September for a 20,000 square foot \$5.5 million police building (total \$8.5 million bond). It was their second try; the first was about \$15 million and it didn't go so they hired a project manager. The project manager goes to the Rotary. He is a contractor, paid \$120,000 for two years of work. He is a former registered architect. The building will be up in September. He said West Linn started with CMGC project delivery method and they changed that. The project manager sold the public, going to public meetings. The City Council was deemed not part of the process and was kept out of it. He suggested the concept of whether the committee serves the project manager function or there's an architect that needs to be engaged and a project manager as the third type of project delivery.

Ryals said engaging the community seems to be what was missing from the November bond.

Cordier said West Linn went through design/bid/build so they could have details enough to go to the public and sell it. They lost the vote the first time.

Ryals said after having toured the facilities and met with the two chiefs, Committee members all understand the need. If they could take every voting citizen and give them the education the Committee members have had, there wouldn't be a problem. Demystifying the process and including the public is the key to passing the measure.

(Norman arrived at 8:15 p.m.)

Morse asked what needs to be done to launch this phase of the Committee work and move on to the Police Department. Wyatt proposed a survey: that the Committee recommends that programming documents that already exist be used in the design for Station 11; he proposes a range given to an architect to use a minimum 25,000 square feet and a maximum of 30,000; the principle the Committee wants to use is that the design should be based on function and future needs and incorporate all the parts that are above the two highlighted paragraphs on the second page and that's what goes to the Council. The highlighted paragraphs are not needed.

Cordier asked Wyatt if he was intentionally ignoring the McKenzie subtraction of 4,000 square feet. Wyatt said he is proposing a range, asking for the design to be economical and for an architect to come back with some options. The architect would have freedom within the bounds of the site, the bounds of energy-efficient systems, lifecycle costs, and operating costs as guidance.

Morse suggested that the proposal be in principle and not specific language. Wyatt agreed.

Cordier said he would like the Committee tonight to agree on specific language, not put it off another two weeks, and he doesn't care what time it gets to be. He said he supports Wyatt's proposal.

Steele she isn't sure she can support going up to 30,000 square feet. She said she hopes when the recommendation goes to the City Council that the findings regarding Station 11 are in a positive frame, such as needing adequate facilities of female employees and adequate parking versus what's wrong with the building now; these are things the Committee is looking for in a new building. It should be the parameters of the new building, not what's wrong with the old one. Arasmith said he thought the program documents did that. Wyatt said the findings set the stage for why a new building is needed.

Burright said he has great respect for Wyatt but strongly disagrees and will not consent. He said it is a horrible mistake to not pay attention to the program; whether it's five feet or 10,000 square feet, if there are issues in the program that don't make sense, and the Chief agrees, it's wrong for the Committee to leave it in. If it's in the program, that's what the architect will build to. He said he would be comfortable with Wyatt's proposal if the range was 25,000-28,000 square feet; that takes out the spaces the Committee had identified.

Norman said he is not as concerned about square footage, but wants the building to be what's right for the site, given the program. He said he appreciated Steele's comment because he'd like to have the glass half full, but something he has seen pervasively in the community is people not understanding what it wrong with the structure. The recommendation language is intentional because it explains why the building can't be rehabbed and can't serve its purpose any longer, so there is value in having the glass half-empty. He said he supports Wyatt's language; the result is arbitrary until a design shows something more concrete.

Edwards said she agrees with Wyatt. The Committee could look at the design and take away from it as necessary. She said the Committee needs the flexibility to give the community what is needed.

Roe said he agreed with Wyatt. He said he would rather see something fit well for the location and expects some natural savings due to the site. He said he would like to have the fire chief and police chief sit down with the architects; he hopes it will be an architect with some knowledge of fire stations. He described building a new animal shelter for the Humane Society in Salem; the architects didn't consider barking dogs and initially did not provide enough insulation. He said he would like to give them parameters: the Committee wants the building to be utilitarian, economical, and to last as long as it possibly can. Size doesn't matter as much as quality, how long it will last and what will fit on the property.

Arasmith said he agrees with Wyatt. He added that he may be naïve because he thought that the Committee had agreed that the "program documents" were as altered based on the McKenzie report. He said he agrees with Burright's concern but he thinks it can be worked out.

Ryals said Wyatt is basically right. The programming is a great place to start. He was glad to hear that the Committee members are in it for the long haul and want to be involved in the process, look at designs and see what the options are. Many architects fear design-by-committee; the important design process occurs between the architect and the Fire Chief and his staff. However, the community has an interest in the costs, the materials and the look of the building. Design-by-committee is not a terrible thing as long as people are in it for the right reasons. Each committee member has a network of friends who respect them. Ryals said he is asked about the committee everywhere he goes. That's the missing piece from the first go-round. He said the recommendation is a good starting point, a lot of work has gone into it, and the committee needs to move forward and be part of the process.

Morse said he is quite comfortable with the highlighted language. He said if his company was working on a problem and the staff made recommendations for cuts, he would not come back and tell them to make it bigger. He said he doesn't see any problem in setting a target at 25,500, with a caveat that, if it doesn't meet the needs, consider going beyond that. He added that, as a result of this discussion, they may need to craft some new language.

Cordier said his tally shows the group as 7-3 in favor of Wyatt's language. Morse asked if the group wanted to move forward, based on that. Roe said he hopes that when Bradner sits down with the architect this summer, he will be mindful of how the design will be received by the Committee in the fall.

Wyatt said he would prefer that everybody agrees with whatever goes forward and he has another proposal to survey:

- Include the language highlighted in yellow;
- Put a period after "Station 11 design" in the first sentence. Eliminate "and build." The Committee is not deciding at this point how to build the station but how to design it, he said.
- In the last sentence, delete the word "maximum."
- Leave in "29,386 square feet" because it is in the programming document
- Leave the mathematical calculations done to get down to 25,500. That creates the range.

Cordier said earlier he had asked that the word "initial" be put in before "programming." Wyatt noted that there are several programming documents; he recommends using all the inputs because it's all as valid as anything else. He said he likes the language: "it is very early in the process to be making cuts based on a best guess." He requested a survey on the highlighted language with the changes (above.)

Burright asked for clarification of "29,386 square feet." Wyatt said that is in the ZCS programming document. Burright said, by identifying the changes, it brings the size down. Wyatt said he is suggesting

that the design consider all the programming documents including the proposed cuts, they may not be right, but it's early in the process. He said the language as written has caveats now regarding potential cuts in the programming; they may be good or not.

Morse called for the survey.

Cordier and Steele responded yes.

Burright said he agrees with the intent but is not sure the wording says it. He thinks the language is confusing where the figure 28,386 is listed. Wyatt said his intent is they use the programming document by ZCS as one of the source documents in the mix. He said there is a proposal to go down by 1,100 square feet but the second paragraph says this is early in the process to be making cuts; he says the Committee is telling the architect to go forth and take a look at it.

Norman agreed with the survey.

Edwards, Roe, Arasmith, Ryals, and Morse agreed.

Burright said he thinks Bradner has got the message and he agrees.

Morse noted open issues raised by Cordier. The Committee has covered the Sixth Avenue vacation costs. Cordier said he hoped Shepard's words would be part of the record.

Arasmith asked if City staff would come back with revised population estimates. He said he was unable to find the methodology used for the Fire Department needs.

(Break)

### Police building issues

Lattanzio passed out two reports: the history of the current building and background of work done toward a new police building, and McKenzie's analysis of the programming. He noted that everybody had toured the existing building. It was built in 1988 with 10,500 square feet and a modular building added 1,400 square feet in 2002.

Visitors can tell that a lot of changes have been made to building to create more space. The lobby has gotten a lot smaller, for example, and can create conflicts among people in that space simultaneously. Work spaces are quite small. Communications are compromised because work groups are in different buildings. The building lacks meeting spaces; a lot of training and meetings have to be done off-site. Storage and evidence are maxed out and some storage is at other locations. The building does not have enough space for the number of lockers needed and current lockers are too small. Parking is a huge issue; a lot of staff has to park on the street.

He said the Police are not married to the spot that the City bought on Pacific Boulevard; if it was up to him, he said, he would love to stay where they're at, right next to the jail, but he doesn't know how that could work. He said he has conflicting information about whether the existing building could support a second story. His memo explains the issues related to purchasing additional property and relocating people who currently live there.

Cordier said the Committee had never reviewed comments about the Police building following the tours. Morse suggested this would be a good time to do that. Lattanzio agreed, as his memo addresses the needs.

Cordier said the building is crowded.

Ryals said he had left the building very disturbed. He felt the police have an almost impossible situation to create safety for people in the building. He saw things, from a design point of view, that were accidents waiting to happen – no proper holding rooms, the lobby. He said he left there thinking the City really has to do something about current conditions because something tragic is going to happen there. He said he appreciates that the Police have done the best they can with what they have, but over time have become backed into a corner. He said he feels that the interface with the public, bringing in individuals caught shoplifting who can't really be held, creating a revolving door – it's all a recipe for disaster.

Arasmith was irritated that, once again, the City had built a public building that was boxed in. He noted that he and Cordier had visited a couple of the other fire stations and noticed a pattern of public buildings being boxed in and he doesn't know the cause of that. He said the Police building was probably too small the year after it was built. He said personnel there are in the position of working elbow to armpit. He is concerned about people with mental issues or who are drunk or on drugs in the lobby with others who may come in for regular business who could become caught there. He said something has to be done but he doesn't know what that is.

Roe said he had noticed storage issues for guns and ammo and evidence. Lockers were in bad shape. The holding areas are crowded. Internal communications must be difficult with detectives in an outbuilding; when crimes are occurring, they should be able to meet with patrol easily. The building has no natural flow and no natural pathways anywhere in it.

Edwards agreed with what others had said and added that she had had no idea that the building was as old as it is already; she remembers it being built and had thought of it as still brand-new. She said it is very crowded. The lobby and holding rooms are her biggest concern.

Norman said it is unfortunate that there is an outbuilding that is essentially a mobile home. It doesn't feel like a permanent structure. He shares Ryals' concerns about safety and believes the City is one lawsuit away from buying several police buildings. The lobby is of particular concern. Also, he commended the Police staff for making the building work as long as they have.

Burright said the Police property on Jackson Street and the parcel north of it were purchased by Linn County in the mid-1980s from Scharpf Lumber for the purpose of building the new county jail. During the jail's design phase, that little triangular corner wasn't being used and was extra. At the same time, Albany Police were still housed at the old City Hall; what they have now is luxurious compared to that and they were desperate to get out of there. He said he remembers the day he heard that the county was selling that corner to the city for a new Police Department; his first reaction was some day the county would want that piece, but, more important, the Police Department would be landlocked and in a lot of trouble someday. He also remembers when it first opened; it was pretty nice and very functional with the number of staff there at the time. Over time, as staff grew and functions grew, they kept chopping it up, trying to make the space work and it got worse and worse. Until last week, he hadn't been in the building since he retired from the Sheriff's Office in 2005, and he was surprised at the number of changes since then. He said he gives the Police credit for making do and making the space work as best they can but it's done; he doesn't know what else can be done with it. They need more space.

Steele said she didn't know what she could add to the devastating facts already reported. She has been in the Police building numerous times over the years. She used to be able to have community meetings there but that space is gone. She used to feel safe in the front lobby but does not now. She said the whole space is wrong; it doesn't fit today's needs or standards.

Cordier said he was surprised at the lack of facility for interview rooms; they are not secure and he doesn't know how anyone can interview anyone there. In the plan, there is a proposal for some number of

detention cells or holding cells; he is not convinced that those are needed if Linn County re-opens its 48-bed wing of the jail after the election in May. He said he is looking for some scrubbing of the programming document to eliminate some of what is in it.

Wyatt said some call secure interview rooms “cells.” He said his impression is much like everybody else’s: it is very crowded. He came away from the tour with a couple of things: if you own more acreage in that location, that’s a great location. The county jail is not going to move; part of the Police Department business is getting people to the county jail so the easier that is, the better off everyone is. Part of the basic facility is old and needs to be rehabbed. The HVAC is kaput. If the City was able to build more facilities adjacent and had more parking adjacent, that would be ideal. He’s not sure how to do that. The City would need to buy property and that is not easy, especially when people know that you need it. He said you could take the existing building, take out everything that has been changed, get back to what was originally there, make sure it has a good roof, use it for administrative purposes, and build the specific things that are needed like interview rooms and secure storage. That would be possible if the City owned more property. With the number of people crammed in there, it’s amazing that it works at all. It’s a tribute to the people who work there.

Morse said he shares Ryals’ concern about risk. The lobby made him very nervous. One of functions of the Police Department is to engage the community, and that’s not going to happen in that environment.

Morse noted that it was now about 9 p.m. and several items remained on the agenda. He asked the group if they wanted to keep going or continue discussion at the next meeting.

Wyatt said for him, the real question is the site: will the City do something on the existing site or use the one that has been purchased. Without knowing the site, it is hard to know what to do.

Morse said he had three questions going into the next phase:

- Is the existing site adequate? Committee members have collectively said it is not.
- Is the existing site plus the multi-family housing units potentially to be acquired adequate?
- Would the existing site and multi-family housing meet the needs in 20 years?

Ryals said he thinks that sums it up perfectly. He asked if there was any way for City staff to dig deeper into that before next meeting. He said Quinn made the same point. He noted information in Lattanzio’s memo about property values and asked if the property owners had been approached. He noted that the Fire Department had done a good job of acquiring property around them and that was as formidable a task as this. He said new rentals are going up around town and while Albany has a fairly tight vacancy rate, it would not be the end of the world to acquire those properties and relocate the occupants.

Norman said the question is the dollar amount: there is X amount of property, with X amount of buildings. To buy those and remodel the existing station costs something; to go to another location costs something else.

Ryals said the existing structure is a fairly recent building and not a seismic disaster. It could be gutted and turned into a different use, but the structure, parking and location have an inherent value in proximity to the jail.

Norman said he thought some of that analysis is in the materials available.

Lattanzio said the issue is the cost of acquiring additional sites. Police staff looked up real market values (see the report). That value will be low compared to what a sale price would really be but it provides a

ballpark value. Morse suggested Lattanzio was referring to assessed value. Lattanzio said the report shows both assessed and real market value.

Ryals said maybe there's a way to swap property with what the City has already bought; it would sure be nice to have that facility stay where it is. Arasmith asked how many property owners are involved. Hinrichs said the property that Quinn spoke of would add .45 acres from one property owner.

Wyatt said the City would want to get at least that area; that's about \$1.7 million and adds about 1.8 acres and creates a square parcel as deep as the county jail property. Ryals said that would be the target and it may cost a couple of million dollars to do that but might be offset by doing something with the Pacific Boulevard property.

Morse said the Committee wants to look at these options in numbers and asked if the City Finance Director could come to next meeting and look at major ancillary issues of the alternative site.

Arasmith asked how many property owners are on Jefferson Street. Hinrichs said two additional.

Cordier asked Wyatt about his suggestion of possibly renovating existing police building for administrative functions. Wyatt said it wouldn't be used for secure evidence, interviews, or the armory. Generalized storage might be part of it and some could be used for meeting rooms or training rooms. It would mostly be offices. If it was used as the department's face to the public, the lobby would need to quadruple. Cordier asked if Wyatt was recommending that the additional building get built in close proximity to the existing one. Wyatt said it would be best to be physically connected. It rains here.

Ryals said the Committee has talked about lifecycle costs and energy use for the Fire Department. With people running around great distances, driving great distances, those costs quickly eat up any other costs.

Cordier asked Lattanzio if he has gone through the programming document to pull out things that aren't absolutely necessary but would be nice to have. Lattanzio said he has discussed the document with Burright and identified some functions that the Police Department doesn't need. Corder asked if that he has put that down in writing. Lattanzio said some of that is in his report, but he would need an architect to determine exact dimensions.

Burright said he appreciates the work that Lattanzio and Hinrichs have done to this point; Lattanzio was not here when the program document was put together. The Committee has spent a lot of time talking about population estimates and will now use 1.4%, which scales back the number of probable officers.

Cordier asked if 1.4% was the number that City planners are going to use, not just for the Police Department. Burright said that is their best guess.

Burright said the programming document is based on a population estimate that the Committee now has a better feel for; the number of officers is lower; it has some "fluff" that can come out but Lattanzio hasn't had a chance to do that. What is being suggested is that, unlike the Fire Department, which has a program document that the Committee feels is pretty close, the Police Department's needs some work. He said the co-chairs are recommending that whatever the group finally decides, they send that to the Council saying, like the Fire Department, they need an architect and the first thing they will do is work with the chief and his staff and re-vet the programming document. The document would then come back to the Committee for review. That wouldn't come back for months, because it's part of the process of hiring an architect. When the document comes back, the Committee would move on to a conceptual floor plan and elevation drawings, as they have done for the Fire Department.

Ryals said the issue is the site.

Cordier asked if the previous population estimate would be updated. Lattanzio said he has done so.

Norman asked if it is possible to get cost estimates for the existing site and the west Albany site, at least a ballpark number, for comparison. Morse said the Committee will have to have that information to make an informed recommendation. He suggested the City Finance Director and staff evaluate both properties. The existing building has a residual value; what is it? Who would buy it? Can it be converted to cash? The property on Pacific has value. He suggested netting out the costs, benefits and liabilities for each site to a number. Ryals asked to include ongoing operating costs. Burright said another factor is that the Police station is a 24-hour/365 building; remodeling would have to be phased in, like the Fire Department proposes. Continuity of operations during construction is a major issue for a police department, he said.

Morse asked for the cost estimates to be ready for the next meeting.

Ryals asked Bradner how the Fire Department tied down its neighboring properties. Bradner said he did it through making phone calls and having conversations with property owners.

#### Updated meeting schedule

Morse reviewed the current meeting schedule and proposed additional dates. (see agenda file) He proposed changing the word “final” to “preliminary” in the last schedule line, and with a follow-up process after each building proposal is refined. He said the Committee would probably take a little hiatus during the summer as work is being done with periodic checks along the way.

Steele has other commitments on May 15 and May 20 and will also miss May 27.

Morse asked that the schedule be sent to everyone on the committee to determine who is available. Members who could not attend this meeting are critical to the process.

Morse said the group does want to allow time to address funding options; the construction method will also be discussed but that may be a little less important in the process right now.

#### Review of questions to answer, issues to address, tasks to complete

Burright said the Committee had not reviewed the Questions and Issues list in weeks, due to the length of the meetings. The Fire issues have mostly been addressed. Cordier asked about including the cost of the West Linn Police Department building, as mentioned earlier. Wyatt asked for the list to be printed on 8.5-by-11 paper to put in the binders.

Cordier said one of the action items from the last meeting was operating costs for the current fire hall. Bradner said total operating costs are not broken down for each building. He handed out a document showing utility costs – water, sewer, natural gas, and electricity – for each station. (see agenda file) Station 11 is about the same as Station 14, about \$1,500 per month for utilities. Station 11 is larger than the other buildings and has more staff working during the day but less 24-hour staffing. Norman said he thought the cost would be higher, being a two-story building. Bradner said it has a different construction type and is made of different materials than the other buildings.

Morse said the next meeting will be site specific – do we stay or do we move and what works in the long term.

Additional public comment

Quinn said Cordier had asked about design/bid. Quinn said he would never be able to do a job for anyone if he didn't bid it. With the \$55 million GAPS bond measure, a committee oversaw the project and saved money. He said former Albany Public Works Director Floyd Collins went out consistently for bids and saved a ton of money on bond projects and made the money go further. Regarding buying property, Quinn said the property on Pacific he could have bought for a third of the price eight years earlier. He said he thinks the City could get additional property around the current police station.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

*Signature on file.*

Marilyn Smith