



CITY OF PARK RIDGE
POLICE DEPARTMENT

MEMORANDUM

DATE: December 7, 2010
TO: Chief Frank Kaminski
FROM: Commander Lou Jogmen
RE: Background information for facility renovation/addition

Two Facility Programming and Needs Assessment reports describing program space requirement, existing facilities, work flow, internal operation relationships and projected overall building areas were completed. Moyer and Associates conducted the first assessment in September 2000. That study determined the existing facility (approximately 11,100 s.f.) was inadequate. The study further concluded that to be operationally efficient, the police department should consist, minimally, of 47,295 s.f. This number was predicated on the fact that indoor parking would be included. Moyer determined that the total amount of space needs requirements without indoor parking would be 38,855 s.f. There were serious concerns over safety, efficiency and compliance issues. In February 2003, the Public Safety Committee made a recommendation for a new police facility (see attachment 2).

Sente Rubel Bosman Lee Architects Ltd. (SRBL) completed a second facility needs assessment in January 2007. The results of that study were similar to those of the previous study performed by Moyer. SRBL concluded that 49,604 s.f. of space was required for a police facility that would meet the needs of a medium sized police agency. SRBL determined that the total amount of space needs requirements without indoor parking would be 37,859 s.f.

On April 2, 2007 the Park Ridge City Council recognized the need for an improved police facility and adopted a resolution which "determined to undertake the construction of a new police station" (see attachment 3). In April 2009, voters considered two advisory referendum questions which asked about the planning and construction of a new, offsite facility. The first question was posed by a group of residents. It asked, " Shall the City of Park Ridge replace its current police facility with a new, larger structure at a cost of at least \$16.5 million plus additional, but currently unknown, costs for the land on which it will be situated and bond interest?" The measure was defeated with only 16.66% favoring the idea (see attachment 4).

The other advisory referendum item was placed on the ballot by the City Council. It asked "In adopting a capital project to improve the administrative/public and police facilities, shall the City of Park Ridge require as conditions of issuing any bonds for such improvements that the total spent, absent interest and operational costs be less than \$16.5 million dollars and the facility be located at 505 Butler Place with land already owned by the City?" This measure was also defeated, however, by a much smaller margin. 46.87% of voters felt that some improvement was needed (see attachment 5). Using the assumption that those voters who rejected the first referendum question also voted on the second, it seems as though there is significant enough consensus that improvements are needed, although not a self-standing, \$16.5 million dollar facility.

OUR MISSION: THE CITY OF PARK RIDGE IS COMMITTED TO PROVIDING EXCELLENCE IN CITY SERVICES IN ORDER TO UPHOLD A HIGH QUALITY OF LIFE. SO OUR COMMUNITY REMAINS A WONDERFUL PLACE TO LIVE AND WORK.

Based on the fact that there is still a legitimate and serious need for facility improvements and that a new, self-standing facility is cost prohibitive, the next step in the process is to renovate and expand the current facility. The space needs analysis identifies that a minimum of 25,695 s.f. of space is required for the Police Station building to facilitate current operations. This is significantly less than the total space needs of the Police Department identified in 2007 which was 37,859 s.f. At that time, the spaces identified were based on potential space needs for the next 20 - 30 years.

Although the space needs analysis states that a minimum of 25,695 s.f. of space is required to be operationally effective, SRBL recently reviewed the current site and the physical makeup precludes adding the requisite space (see attachment 6). That being said, SRBL feels that renovating the 11,100 s.f. of the existing station and building a 10,000 s.f. addition would significantly improve working conditions, decrease the potential for liability and maximize effectiveness to the extent it is possible. SRBL concedes that the 21,100 s.f. renovation and addition will not completely address and remediate all of the issues present but that it would still be a tremendous, needed improvement. In addition, the renovation and addition will not address future growth.

The scope of this project would address and attempt to remediate all of the safety, parity and efficiency issues presented throughout the years through a more cost effective approach. This project would include site feasibility-master plan studies, architect selection and design construction bid and document preparation.

B. PROPOSED ORDINANCE TO IMPOSE THE TWO PERCENT TAX AS ALLOWED BY LAW

Chief Dubowski went on to explain that many area communities have instituted this tax, and that the Chief would be able to suggest to the members as to how the money should be spent. Ald. Tomassi stated that this is not a new tax, just a revival of an old one, and feels it may encourage people to insure with Illinois companies. Chairman MaRous asked if this tax would put local businesses at a disadvantage and the consensus was that it would not. After further discussion, Ald. Friel made the following motion: **"MOVE THAT THE PUBLIC SAFETY COMMITTEE RECOMMEND THAT THE CITY COUNCIL ACCEPT THE ORDINANCE DRAFTED BY THE CITY ATTORNEY TO IMPOSE THE TWO PERCENT TAX AS ALLOWED BY LAW."** The motion passed unanimously.

Chairman MaRous asked if there has been anything new to discuss regarding the youth campus, and Ald. Tomassi referred to a recent letter from the Director of the Youth Campus stating that relations seemed to be good with the surrounding neighbors. Chairman MaRous would like to schedule a meeting in the spring with the Director of the Youth Campus for an update.

At this time, Chairman MaRous inquired as to the new shift schedule the Park Ridge Police Department is currently working, and Chief Caudill explained that the new 12-hour shift consists of 2 shifts each day. One shift begins at 6:00 a.m. and continues until 6:00 p.m., with the second shift starting at 6:00 p.m. and running until 6:00 a.m. This schedule is on a one-year trial basis, at the end of which various issues will be reviewed such as fatigue, sick time, injuries, and productivity. Chief Caudill added that the Fraternal Order of Police, Lodge 16, brought this change forward.

Chairman MaRous asked Lt. Jogmen for his input, and Lt. Jogmen stated that he feels preliminary indications are good. The new schedule seems to be working very well, overtime has been reduced and morale has seemed to improve.

V. DISCUSSION ITEMS

A. New Police Station

Chief Caudill mentioned that in 2000, the department had received \$20,000 in grant money for a facility needs assessment study. Moyer & Associates was hired to do the study. Not only did they assess the needs of the police department for a new station, but they also considered the possibility of reconfiguring the current space. The consultants ruled this out. The police department has seventy-five employees and is currently contained in less than 9,000 square feet of space. Chief Caudill added that other departments of similar size, such as Niles and Glenview, are currently in facilities of 20,000 square feet or more and are building new stations due to a lack of space.

Chairman MaRous asked the chief what the department would need and Chief Caudill answered that the department would like approximately 40,000 to 45,000 square feet, including a pistol range. Chief Caudill went on to describe the lack of space, mentioning the Records department, which has four employees in one small office, the cramped detective office, no storage space, and a lack of adequate parking spaces, to name just a few.

Discussion took place as to possible new locations for the police station, mentioning the Bredemann Toyota site, the new proposed reservoir site at Busse & Elm, the old Public Works location, and the Farm Bureau site. Ald. Tomassi mentioned that ideally it would be nice to build the new station on property owned by the city, and stressed the importance of keeping discussion open for a new police station. All aldermen agreed that the police department is in need of a new

station, and Chairman MaRous would like a directive from the Public Safety Committee sent to the Mayor, City Manager, and Finance Committee regarding this issue.

B. Update on Sprinkler Ordinance

Fire Inspector Mike Sexton explained that since the sprinkler ordinance was enacted there have been no outstanding problems. Most homeowners hire companies who are knowledgeable about sprinklers and have no problems with installation. Fire Inspector M. Sexton explained the different sprinkler systems and where additional costs might be incurred, and mentioned that a few homeowners who try to circumvent the ordinance have run into expenses. The average cost of a sprinkler system runs \$1.50 a square foot, with prices usually coming in around \$6,000 - \$8,000 for the average home. Chief Dubowski stated that he would like to propose some changes to the sprinkler ordinance that would include some remodeling of homes and attached garages.

C. Alternate Side Street Parking

Due to the lack of time, Deputy Fire Chief C. Gjelsten and Lt. L. Jogmen did not give their PowerPoint presentation on the Systems & Processes II Workgroup findings regarding Alternate Side Street parking but passed out handouts with this information. Deputy Fire Chief Gjelsten explained the difficulty of fire trucks and city plows maneuvering on narrow streets, as well as the public safety issue. The committee asked Deputy Fire Chief Gjelsten and Police Lt. Jogmen to conduct their presentation at the next Public Safety Meeting. Chairman MaRous feels this issue has many "pros and cons" and would consider compiling a spreadsheet after hearing the presentation.

VI. INFORMATION ITEMS

None.

VII. ADMINISTRATION REPORTS

None.

VIII. NEW BUSINESS

None.

IX. ADJOURNMENT

There being no further business the meeting was adjourned at 8:00 p.m.

RESOLUTION NO. ____

RESOLUTION OF THE CITY OF PARK RIDGE, ILLINOIS DECLARING
ITS OFFICIAL INTENT TO REIMBURSE CERTAIN CAPITAL
EXPENDITURES FROM THE PROCEEDS OF FUTURE DEBT ISSUES

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PARK RIDGE,
ILLINOIS, AS FOLLOWS:

Section 1. The purpose of this resolution, is to satisfy the "Official Intent Requirement" of Treasury Regulations Section 1.150-2.

Section 2. The City of Park Ridge, Illinois (the "City") has determined to undertake the construction of a new police station, including land acquisition costs, and to expend funds to pay costs of such capital improvement.

Section 3. The City reasonably expects to be reimbursed for such expenditures with proceeds of its debt. The maximum principal amount of debt expected to be issued for the reimbursement of such expenditures is \$19,000,000.

Section 4. This declaration of official intent is consistent with the budgetary and financial circumstances of the City.

Section 5. A copy of this resolution shall be filed immediately in the office of the City Clerk and shall be made available for public inspection in the manner required by law.

Section 6. This resolution shall be operative and effective upon its passage.

Adopted this _____ day of _____, 2007.

(SEAL)

Attest:

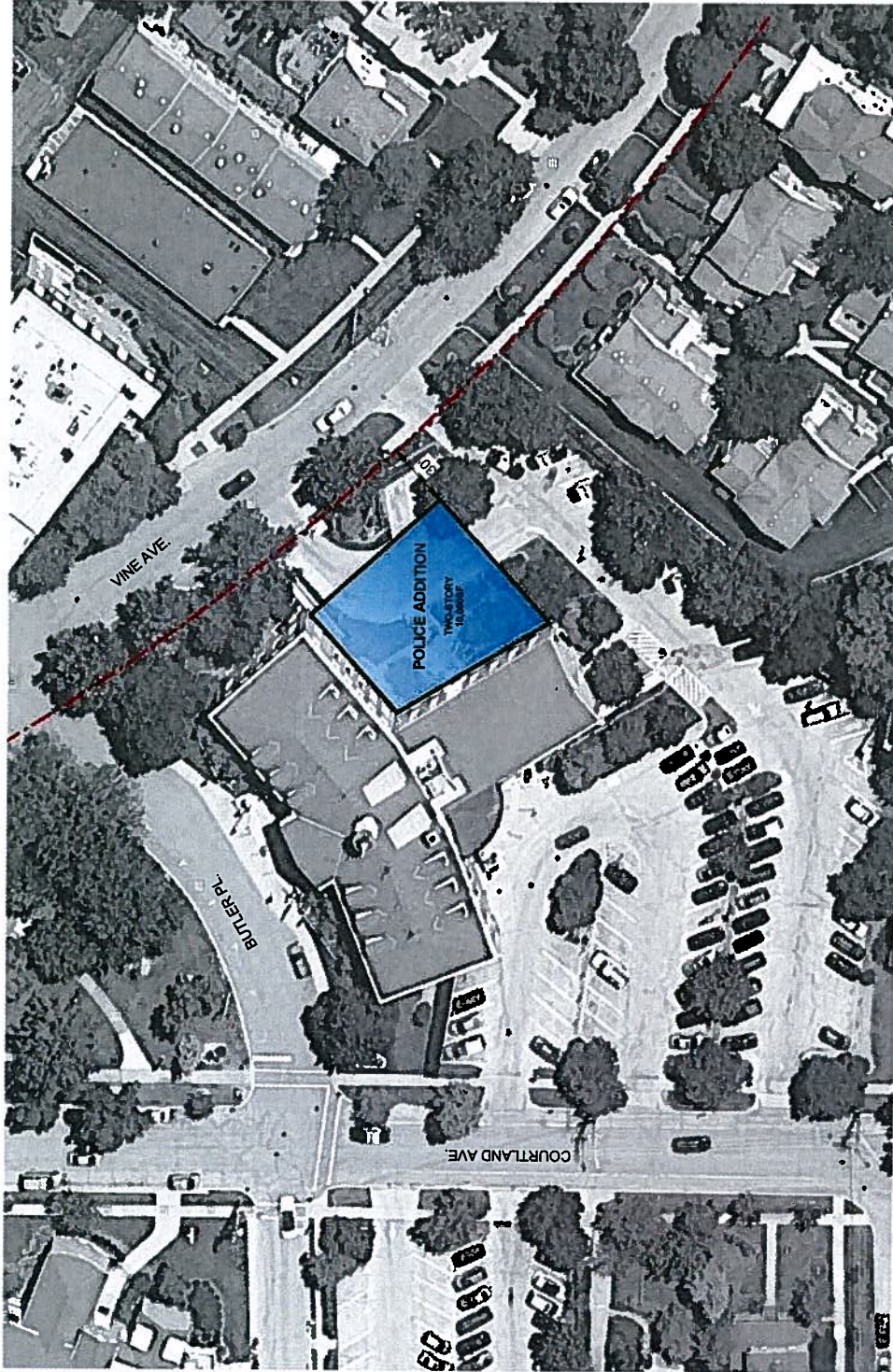
City Clerk



**Park Ridge Police Department
Preliminary Budget - Option A
SRBL Project No. 10129
December 2, 2010**

**SRBL
ARCHITECTS**

Item	Sq. Ft.	Cost per Sq.Ft.		Total	
		Low	High	Low	High
Remodel Existing Police Station	11,100	80	105	\$ 888,000	\$ 1,165,500
New Addition	10,000	290	310	\$ 2,900,000	\$ 3,100,000
Total Area	21,100				
Construction Cost				\$ 3,788,000	\$ 4,265,500
Design and Construction Contingency (10%)				\$ 378,800	\$ 426,550
Total Construction Budget				\$ 4,166,800	\$ 4,692,050
Allowances for Items to be Purchased by the City					
Furniture and Equipment (includes copiers, etc.)				\$ 220,000	\$ 270,000
Computer Systems				\$ 60,000	\$ 80,000
Technology Infrastructure (Data, Phone, Video cabling)				\$ 60,000	\$ 80,000
Audio/Visual Systems and Equipment				\$ 75,000	\$ 100,000
Maintenance/Janitorial Equipment				\$ 5,000	\$ 10,000
Telephone System				\$ 50,000	\$ 100,000
Miscellaneous Equipment (Plants, Art, etc.)				\$ 5,000	\$ 10,000
				\$ 475,000	\$ 650,000
Allowances for Items Not Included in the Construction Budget					
Architectural and Engineering Fees				\$ 359,860	\$ 405,223
Furnishings Design Fee				\$ 33,000	\$ 38,000
Surveys & Soil Investigations				\$ 20,000	\$ 25,000
Material Testing During Construction				\$ 20,000	\$ 25,000
Blueprinting				\$ 25,000	\$ 30,000
Utility Company Charges (Electric, Gas, Telephone)				\$ 20,000	\$ 30,000
Moving Costs				\$ 15,000	\$ 25,000
Utility costs during construction				\$ 15,000	\$ 25,000
Total Allowances for Items not Included in the Construction Budget				\$ 507,860	\$ 603,223
City Contingency Allowance (5% of Construction Cost)				\$ 189,400	\$ 213,275
Total Project Budget				\$ 5,339,060	\$ 6,158,548
Green Building Alternate (7% of Constuction Costs)				\$ 373,734	\$ 431,098
Green building initiatives, design fees, certification fees					
Notes:					
Project Budgets are preliminary and are based on historical square foot cost information.					
Project Budgets are based on a Summer 2011 construction start date.					
Project Budgets do not include legal fees or financing costs.					
Construction Costs are based utilizing a Construction Management project delivery method.					
10129 Park Ridge Study					



POLICE ADDITION OPTION A

- 2 STORY ADDITION
- 10,000 SQUARE FEET
- BLOCKS EXISTING WINDOWS AT SOUTH AND EAST WALLS

SQUARE FOOTAGE

EXISTING POLICE STATION (NOT INCLUDING STORAGE SHED OR GARAGE):	11,100 SF
POLICE ADDITION:	10,000 SF
TOTAL:	21,100 SF