

Police Station Committee

Agenda

June 1, 2015
10:30am – noon

Crawford Room, Centennial Hall

1. Call to Order
2. Public Comment (3-5 minutes per person)
3. Discussion of Police Station Committee's draft recommendation
4. "Plan B"
 - a) Does committee want to provide a second option?
 - b) If yes, discussion of "Plan B"
5. Walter/Bart update: are elected officials at all interested in a joint facility?
6. Approval of Minutes
 - a) 5/18/15 Police Station Committee meeting
7. Upcoming Agenda
8. Other Business
9. Adjournment

Agenda Item # 3
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MEMORANDUM

DATE: 5/27/15

TO: Steamboat Springs City Council

FROM: Police Station Citizens Committee

RE: Recommendation

The Police Station Citizens Committee was tasked by the Steamboat Springs City Council on March 17, 2015 to provide a recommendation for a location of a new police station by August 1, 2015.

It is the committee's recommendation that the facility be shared with the Routt County Sheriff's department on the existing county-owned property currently housing the Sheriff and jail. This shared facility will create a location that will cost effectively serve the public safety needs of not only the City of Steamboat Springs (City), but also Routt County (County). A joint facility will create shared common areas and also improve communication and cooperation between the two law enforcement agencies in Routt County.

The scenarios below were discussed in-depth, and the committee agreed on the following conclusions:

- Option A: SHARED FACILITY (RECOMMENDED): The committee has determined that maximum value would be realized with a shared facility with the Routt County Sheriff in West Steamboat, provided the following requirements are met:
 1. The facility is designed co-operatively between the County and City both at the staff and elected official levels.
 2. Shared facility is defined as a facility that promotes significant interaction between the agencies and enhances both Police and Sheriff operational efficiencies. The facility needs to be designed with interaction, communication and cooperation as a primary goal.
 3. Site of shared facility is large enough to accommodate existing and future needs of both the Sheriff and Police. This needs to be part of the plan and may require acquisition of additional land. The project should not be value engineered to the significant detriment of requirements 1-3.
 4. The City should explore opportunities for a sub-station located in the mountain area to enhance operational efficiencies and response time. The need for a substation should be evaluated after two to five years of operation in the new facility.

The Committee has been communicating with Bill Rangitsch, the architect used by both the City and County in designing the new police and existing Sheriff's office. Rangitsch indicated that the existing Sheriff's office site has enough room to accommodate a two-story building with a 15,000 square foot footprint . This size building would accommodate both agencies for both their current and future needs (21,000 sq ft currently needed, with 36,000 sq ft available). Rangitsch

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also indicated that secure parking could be located on the West side of this structure for Officers and staff, and public parking could be located on the East side of the facility. Finally, it should be noted that the Klein property, which is located immediately West of the current Sheriff's Office location, is available to purchase if the City desires additional land for law enforcement campus expansion.

- (Option B: "PLAN B" if the Committee decides to go that route.)
- Option C: CURRENT YAMPA STREET FACILITY: Given the additional costs associated with renovation, we do not think the existing facility should be remodeled to accommodate a new station, nor do we think a new station should be located on Yampa Street. The additional costs and logistical issues associated with moving the police facility to a temporary facility during construction make this option too costly. Furthermore, we believe building a new facility outside of the downtown area allows the City to realize other goals related to Yampa Street. Finally, the highest use of the current facility is as a commercial/retail center. The City should begin the process of selling the existing facility on the open market as soon as a construction timeline can be established for the new facility. No costs for temporary relocation should be incurred.
- Option D: OTHER SITE LOCATIONS: The committee has reviewed the options for construction of a new facility on sites provided by City staff and previously vetted by City Council. Each site has considerable limitations and ultimately led the committee to move in the direction of a shared facility with the Sheriff.

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Police Station Committee

*** DRAFT *** Minutes

May 18, 2015
10:30am – noon

Crawford Room, Centennial Hall

1. Call to Order

Co-Chair John Kerst called the meeting to order at 10:32am.

Committee members present: Gary Cogswell, Judy Tremaine, Tyler Goodman, Charlie MacArthur, John Kerst, Nancy Kramer

Committee members absent: Tom Leeson, Steve Sehnert (alternate)

Council Members present: Bart Kounovsky, Walter Magill

City Staff present: Anne Small, Director of General Services; Anja Tribble, Executive Assistant

2. Public Comment

There was no public comment.

3. Review all sites to be considered

- Anne handed out Attachment 1. The current Sheriff's location has been added as requested.
- Anne pointed out each location on a map and mentioned possible cons as they appear on Attachment 1, noting that every site will most likely have some cons, and it's up to the committee to decide how to weigh them.
- Need a minimum size of two acres.
- Old gas station at 3rd & Lincoln would cost at least \$2.5 million.
- Side note from Bart and Judy: "Everything's for sale for a price".
- Hospital withdrew their lots because they have plans for things like interim housing for staff and housing for staff, and their long term expansion plan isn't finished yet, so they want to keep their options open. Hospital owns about 40 acres, including the small parcel with the little house on it alongside Pine Grove Road. That parcel has a sewer easement running through the middle of it though; can't build on it.

- John and Anne received a suggestion from a member of the public (Mr. Koftinow) about an additional parcel at the Mt. Werner Road and US40 interchange. Anne explained that said parcel lies in the 100 year flood plain; can't build an Essential Building on it.
- The TIC site was mentioned, and the thought that YVEA would probably like a Police Station as a partner as they're looking to secure their site. If that site was an option, the City could remodel the existing building or build a new one. *Bart to contact Diane Johnson with YVEA and ask her opinion.* (E-mail exchange is Attachment 2.)

4. Committee Poll: Each committee member's position at this time (3-5 minutes per person)

- **thoughts on current vs new, and shared vs individual facility**
- **general location**
- **other**

Nancy

- "Not West of town" is not "sacred" to her.
- Would prefer a combined facility.
- Elements to be considered in a combined facility: direct interface, no value engineering (learn from the past; may cost a little more up front but good return on investment).
- Assume future growth.
- Klein property essential.
- Fair and equitable O&M of a combined facility would be challenging but worth the effort.
- Doesn't see a compelling reason to call West of town "not an option".
- Agrees there will be growth in the Mountain area; presence will be necessary.
- It's a long term investment.
- Vacate the downtown police station (current location). Allowing for commercial development will result in financial gain.
- Every constituent she's talked to said yes, combine them.
- Will take strong will and leadership to make it work.

Gary

- Agrees with Nancy.
- Craig facility tour was an overwhelming/compelling factor to convince him combining Police, State Patrol, Sheriff's office, and Communications is the way to go. The attitudes and work relationships in Craig are impressive.
- Concerned with response time. Used to be a volunteer fireman; knows that it's a big responsibility to "go code red".
- Look at a second station (substation), further South and East, including the South Fire Station.
- Likes the Highway 40 location.

- Has seen the City and County go back and forth with working together and not with the building department.
- Agreement: include a buy-sell option; if it doesn't work out, need a second station.
- Before considering Klein property, do assessment if space is needed. County should look at the property as well.

Judy

- The fact that the night shift is only staffed by two officers bothers her. It's sorely inadequate and unsafe for the officers. Reminder that a second location (substation) would have to be manned. A substation closer to the mountain/population center would be a waste of money and wouldn't really serve the community. City can't afford more staff.
- Noted that while Sheriff Wiggins mentioned that his officers do write reports in their vehicles, he also mentioned that at the same time, they need to focus on their surroundings. Judy thinks having the security of an office is essential.
- Didn't tour the Craig facility this time around, but has been there for business before.
- Thinks the concept of a combined facility is great. Voiced concern with Routt County's planned expansion map; what they can provide us would box us in. Parking will become critical as well. Present Sheriff's Office site is sorely inadequate for a combined facility.
- The building would have to be designed to be shared. Would have to buy Klein property, Routt County would have to abandon their building, then remodel it to follow code, etc.. Jail can't be left without admin. This whole idea is cost prohibitive.
- Would need a minimum of six acres for a combined facility.
- City Police Station should be within the area 85% of the calls come from. We're a small community; officers of various agencies work together fine.
- Response time is everything. Worked all of her career in law enforcement locations. Safety first. Separate buildings would provide better response time to the mountain area. Routt County Sheriff's Office can and will respond to an emergency West of town. Response time is a decisive factor in her opinion.
- 13th St. corridor, bottleneck, railroad track can create response time issues.
- Current Sheriff's Office is too space limited, and moving both doesn't seem sensible cost wise.

Tyler

- Not in a hurry; would rather make sure we get it right.
- Spend more now; this is one of the biggest purchases ever for the City. You get what you pay for.
- Shared facility makes sense. Wondering whether it is possible from a political and logistical stand point. What do the numbers come out to?
- Hesitant with the location West of town. Agrees that response time is everything. Majority of the calls comes from the restaurants and bars.
- Only way to go West is with a joint facility. If go with a separate facility, it should be central, even if it's more expensive.

- Suggesting taking a parallel track and look at numbers associated with more than one location; give a first choice and a next best option recommendation.
- Current location is off the table in his view. Location is better served otherwise, and a remodel would be cost prohibitive.

Charlie

- Generally agrees with Nancy and Gary.
- Joint facility saves the taxpayer money.
- Saw during the tour of the Craig facility that common sense is prevailing, and the taxpayer is benefitting.
- Would like to see a shared facility built from the ground up to do it right. Need 20,000 sq ft; two story facility would work. Could use the existing Sheriff's Office facility for space that doesn't have to comply with Essential Building Code.
- Thinks there's enough room at the current Sheriff's Office site; buying the Klein property is not essential; there's room for expansion.
- If do a substation, envisioning doing just "a desk", not a full station.
- West is not unfeasible; community is small enough. Officers are in their vehicles disbursed throughout the community for most of their shift, so impact on response time is negligible.

John

- Existing PD location is off the table in his opinion; not big enough, cost for remodel too high.
- In favor of shared facility with caveats:
 - *Designed cooperatively to encourage cooperation. If that's not possible, option is off the table.
 - *Up to the City Council to decide whether that's possible.
 - *Location by the jail/court house; buy now if possibly needed for future expansion.
 - *If/when cost savings are realized due to the joint facility, look at a substation.
- Fire department has stop light control. PD & Sheriff should also have that ability. That should mitigate some of the concerns with the location West of town.
- If the City and County can't agree, the prime location would be South of Old Town; South of the Hampton Inn, but would need a stop light.

Tom

- Tom wasn't able to attend the meeting, but provided his thoughts in writing (Attachment 3).

Steve

- Steve wasn't able to attend the meeting, but provided his thoughts in writing (Attachment 4).

Discussion of apparent majority consensus

- Judy: convinced it can't be accomplished at the current Routt County Sheriff's Office location; won't be fiscally prudent. If a shared facility could be realized on US40 this side of 13th Street, absolutely for it. Police Officers don't regularly have to go to the Justice Center. Other than "starting over" for both, it makes more sense to have separate stations.
- John: County has 15,000 sq ft available for expansion on a single level; could do two levels, and only need about 8-9,000 sq ft. Can't see why not unless an architect/engineer says no. This should be looked at by professionals.
- Tyler: concerned with money and logistics. Would like to see a brief conceptual design, and also look at a substation at the same time.
- Nancy: this is worth the investment. This is an opportunity to make sure we don't have our "back against the wall" in the future.
- Charlie: Doesn't need to be done quickly, but right. Existing Police Station will do for another two to five years.
- Tyler urged the committee to come up with a "Plan B" to have something to compare to; could also be a good "bargaining chip".

Majority consensus

- Shared facility if it can be accomplished. Needs to be done right, with leadership (City Council & Board of County Commissioners) buy-in.

Bart

- Soda Creek Elementary experience proves the "do it right" approach is the right way to go.
- Will talk to the County to see whether the City has a willing partner. There will be no official Minutes for the County budget meeting; hasn't seen the "notes" yet.
- Cautioned the committee not to "shoehorn" a station into a space without providing sufficient space for parking. May need to buy additional property.

Anne

- Was present for the relevant portion of the County budget meeting. Shared what she heard.
- Sheriff Wiggins requested additional space; was met with concerns that he needs more space without more employees.
- City was characterized as not always a reliable partner.
- City has a more "lavish taste" was another comment.
- Sounded like a shared training room was received positively.
- Just discussions; no decisions were made.

Walter

- Walter was also present at the County budget meeting. Some of the things he picked up on are below.
- Tim Corrigan and Doug Monger pointed out that because the City is ready, this suddenly jumped into priority status for the County.

- County wants to move Dispatch.
- Walter thinks the County may have some Capital to put into current building now; if not, when?
- County is just beginning to consider this topic.
- Suggested this may be a good topic for a joint City-County meeting. If so, would recommend having architect/engineer do some schematics of the Sheriff's Office location so don't have to "start from scratch" at the meeting.
- County is also looking at remote sites (such as in Hayden and Oak Creek); that would reduce their space need.
- Anne pointed out that if the County does the building, they don't have to follow the City's planning process (for parking, setback requirements, etc.); if the City does it, we do.
- General consensus that we have to pay close attention to who owns what so the City doesn't end up renting "forever".
- John reminded the group that the hospital initially bought 40 acres and only built on five. Faced criticism then, but good for them now.

5. Emerald Crossing information from Ben Beall

- The location of the railroad crossing is being moved; Trafalgar crossing will close and be replaced by one South of the Hampton Inn (known as Emerald Trail, or Ski Town Way). The railroad is "on board" with this move. There are still "some" objections from property owners; staff has met the concerns of others.
- CDOT feels it's too close to the Trafalgar light to put in another traffic light.
- There will be no left turn out of that street; would have to use the Trafalgar light for that (at least for now).
- Core Trail railroad crossing will still be at Trafalgar (bike/pedestrians only).
- If wanted to build a police station on that site, the setback requirements from US40 would be minimal to create an urban feel. Reminded the committee that there is a site plan for that site.
- An Access Plan is in the works; it may change CDOT's opinion of a light and the $\frac{3}{4}$ movement.

6. Approval of Minutes

-5/4/15

- **VOTE:** Approve 5/4/2015 Minutes. Nancy/Gary; **passed 6/0**. Tom was absent.

7. Upcoming Agenda

- John, Charlie (with Anja's assistance) to get something out. Discuss a document at next meeting.
- Option B

- *Bart/Walter to see if elected officials are at all interested.* Update at next meeting.

8. Other Business

None.

9. Adjournment

The meeting was adjourned at 12:05pm.