

To: Mayor Mike Reuter
City Administrator Adam Smee
City Attorney Sam Satterfield
City Clerk Coni McMaster
Police Chief Rafael Herrera

From: City Council Member No. 4 Rosemary Brinson Siipola

Date: January 22, 2018

Re: General Fund Capital Facilities Fund Motion Request

Motion Request Components: This motion request the following

1. **General Fund Capital Facilities Plan Development:** For too many years, the City has struggled to build, maintain, and keep in good repair, the General Fund Capital Facilities. The first purpose of this motion request is that a General Fund Capital Facilities Fund be developed to provide the revenue stream to strategically determine a schedule that will keep these facilities updated, maintained and serviceable for the use of the citizens of the city.
 - a. The development of a robust funding package to finance activities related to the creation of a General Fund Capital Facilities Plan, which can be adopted by a council-matic vote. This package must consist of an array of revenue sources that can weather the economic uncertainties that typically impact the city's budget. The package must be conservative, in that it will not exceed the capacity for debt, so that the city's finances will not be unduly strained.
 - b. General Fund Capital Facilities include the following: Police Department, City Hall, Community Building and Library. The General Fund Capital Facilities Plan should prioritize improvements made to these buildings and provide funds to ultimately plan, design, engineer, permit and construct improvements that will allow for the buildings to be built and upgraded for long-term future use.

2. **Police Station:** The second action of this motion is to set a timeline and action plan that will result in the financing, permitting and construction of the Kalama Police Station in the most timely and cost efficient manner as the first General Fund Capital Facility project. The motion proposes that the City Council directs the Mayor, City Staff, to include the City Administrator, City Clerk, City Attorney, Chief of Police, as well as Council members whose assignments include both finance and police, to develop the following for the Council's consideration:
 - a. The first project in the proposed General Fund Capital Facilities Plan is a permanent public safety/police station, located and designed, as well as approved by the City Council actions in January and July 2017. Additionally, the project shall also include cost estimates for improvements necessary to relocate the Maruhn Memorial and related items to the Gazebo Area above the location on First Street. The conceptual design

for these improvements will be included in the overall plans for the project.

- b. A timeline for the development of the project will be presented to the Council, with the goal of dedicating the new facility on January 10, 2019, the second anniversary of Chief Randy Gibson's death. The steps necessary to achieve this goal will be outlined in the timeline.
- c. The Council should be prepared to accept the timeline and adopt the funding package during the February 2018 City Council meetings.
- d. Once the package and timeline are approved, City Staff will complete the steps necessary to secure the funding, solicit bids to permit and construct the project.

General Fund Capital Facilities Buildings Background

Kalama Police Station

Background: The Kalama Police have been headquartered in the city's community building since December 2015, when its temporary station was inundated by flood waters and rendered uninhabitable. After the flood, early in 2016, City Staff, including Chief Randy Gibson, embarked on a process to build a permanent police station. The criteria for a new station consisted of the following:

1. The building would provide enough space for a 20+ year horizon;
2. The building could be built in a cost effective and expedited manner;
3. The building would be centrally located out of the flood zone, with convenient access to all areas of the city, and allow for officers to safely perform their duties.

In addition to the location and access of the new building, the City Council and Staff also realized that the new building would require borrowed funding to complete the project. With this in mind, eight properties located throughout the city and offered for review by property owners, were analyzed with the criteria in mind. None of the private properties met the criteria requirements for the station.

In January 2017, Chief Gibson offered the City Council his choice for the location, citing its conformance with the criteria. The site known locally as Maruhn Park, is located in a city-owned piece of property north of the downtown area. The site is owned by the city, is out of the flood area, is very close to both I-5 and the west/east frontage roads, and is centrally located between Exits 27 and 32, encompassing the entire city limit area. After the Chief's presentation, the City Council decided to have the new police station located at this site and instructed staff to begin the work to develop cost estimates for a funding package.

The design effort began in the Spring of 2017, keeping the momentum going for the project, even in the face of Chief Gibson's untimely death on January 10, 2017. The city's population projection of 6,000 residents within the 20-year horizon, developed using conservative growth rates also used by the city's comprehensive land use plan, and its water and sewer utilities, determined that a 4,000 square foot building would

accommodate the staff, as it increased. The City Council instructed the staff to hire an architectural/design firm to develop the site plan and cost estimates for a funding measure to be placed on the November 2017 general election ballot. McKenzie and Company were hired to develop the site, the building and come up with cost estimates for the project.

In July 2017, the design for the building was presented to the City Council and after discussion, the council voted to accept a single-story 4,000 square foot building, totaling \$2.7 million, including the building and all site preparation, to be funded by \$2.2 million from a property tax measure to be placed on the November ballot and \$500,000 coming from the public safety sales increment, passed in 2015.

The only measure put on the ballot was the question of the funding mechanism, known as Proposition 1. The measure was voted down. The decision by council on the location and design of the building were not on the ballot, so those decisions stand.

The need for the police station and the criteria, including decisions made by the Council in January and July 2017 have not changed. The Council continues to support the project, as developed, but now must determine an alternative to the funding proposed by Proposition 1. The defeat of Proposition 1 has not changed the council's decisions and it is incumbent that we move forward with the completion of the new permanent headquarters for the Kalama Police Department.

The City of Kalama has succeeded in hiring a professional police force. The time, effort, training, and professionalism these police officers have demonstrated over the past two years and their commitment to the citizens of Kalama is a testament to their dedication to the City. It is incumbent upon the City Council to provide a permanent police facility for both safety for the citizens of the City and the successful prosecution of criminals. The facility also protects the current investments made by the City to complete the Police Department needs with sworn, professional and trained officers. This sets a precedent that the City's police department is second to none and that the city has completed its commitment to the department to provide a cost effective, safe, and convenient facility for the Police Department professionals to conduct their daily activities.

Kalama Community Building

Background: The Kalama Community Building was rehabilitated over 20 years ago through the efforts a community volunteers and city funds. The building holds a special place in the hearts of Kalama citizens and is in need of updates to make it more accessible and to expand its use. The General Fund Capital Facilities Plan will provide a funding stream that can be used to determine a more solid future for the building. The areas that have been discussed for improvement are as follows: Create more accessible access to the building, determine the best engineering solution for repairs to stabilize the retaining wall on Elm Street, update the kitchen, bathroom and classroom areas of the building. Currently, the building is a "loss leader" and does not pay its way through rentals and the city continues to subsidize the building's maintenance and

operations. The General Fund Capital Facilities Plan will provide a funding stream that will allow for these issues that remedied in order to secure the building's future.

Kalama City Hall

Background: The Kalama City Hall relocated into the former Heritage Bank Building in 2016. The City bought the building, using USDA Rural Development loan funds. The city did not extensively remodel the space, and, as such, it remained as Class B office space. One of the reasons for buying the building was its potential to be remodeled as the city's growth resulted in more staff being needed to operate the city's executive, permitting and financing functions. The General Fund Capital Facilities Plan will allow for the building to be remodeled in the future to accommodate the expected growth in both staff and functions as the city grows.

Kalama Library

Background: The City of Kalama Library has been extensively remodeled and is now functioning as a new, modern, spacious and updated library. Completed in 2017, including a new HVAC system, the library does not need any improvements, nor does it have any debt in the General Fund. It will be years before this building will need remodeling or upgrades. However, the General Fund Capital Facilities Plan will provide funds for the future changes that the library will incur.