



CITY OF BLAINE

CITY MANAGER'S OFFICE

435 MARTIN STREET, STE. 3000 • BLAINE, WA • 98230

PHONE: (360) 332-8311 • FAX: (360) 543-9978 • WEBSITE: www.cityofblaine.com

MEMORANDUM

Date: February 28, 2022
To: City Council
From: Michael Jones, City Manager & Donnell Tanksley, Chief of Police
Re: **Review of Prior Police Station Annex Decisions**

Attachments: Reevaluating Police Annex Expansion Funding
Building Timeline Summary

On February 24, 2020, the City Council directed the City Manager to pursue up to \$2.5 million in funding for the proposed police station expansion. Shortly thereafter, the COVID-19 pandemic radically altered the world economy and the City's fiscal position. On July 27, 2020, due to the significant change in the financial landscape, the City Council approved the attached Request for Council Action (RFCA) to terminate the pursuit of funding for the police annex expansion project.

The February 28, 2022 study session will review a timeline of events, provide Council with a list of potential options and a recommendation for re-initiating this project.

Timeline	
2018:	Space Planning & Preliminary Design for Police Evidence Annex professional services agreement with Zervas Group Architects
2019- March	Zervas Group provided concepts for a Police Evidence Annex
2019:	Survey conducted of city properties, preliminary assessment of redevelopment options
2019:	City Hall Redevelopment Sub-committee requested site feasibility analysis and RFP for consultant selection
2019- April	City Manager reports receiving multiple inquiries to buy old city hall, committee requests to hold back feasibility analysis & develop RFP to sell Old City Hall Council accepted recommendation
2019-June:	Council directed the preparation of Old City Hall Redevelopment RFP
2019-August:	Redevelopment RFP published with 12/6/19 response date—no responses received
2019-November	Zervas Group delivered cost estimates for (2) Police Evidence Annex options—

	Planning level cost estimates of \$813,000 & 1,056,000
2019: December	Due to the projected cost from Zervas, funding could not be identified to include in 2020 budget for the Police Evidence Annex
2019: December	City Council Study Session—Council agreed to line-item placeholder in Capital Facilities Plan (Budget) w/o funding identified
2019- December	L&I Complaint, Blaine PD Evidence Room
2020- February	Finance Committee met and discussed funding options. Committee recommended to Council that the City pursue up to \$2.5 million in bond funding. Council concurred and the City Manager pursued funding
2020- March	COVID-19 Emergency Declaration
2020- July	Due to changing City financial picture, City Manager recommended that Council reconsider acquiring debt. Council directed City Manager to discontinue effort to acquire funding for Police Annex
2021- Spring	Evidence room moved to temporary portable trailers
2021- Spring	Trailer modifications

According to the International Association Chief of Police (IACP), the useful life of a police facility can range from 20 to over 50 years. Most police facilities continue to operate well past their planned lifespans. The existing Blaine Police Station began its life as a Post Office. It was converted to a Police Station in 1996¹. We are arriving at a point in time (or have long past one) where replacing the Police Station should be considered. At a minimum, in order to avoid becoming non-compliant with evidence handling regulations a permanent, purpose-built evidence facility needs to be constructed.

Alternatives Considered

Do nothing – Continue to use temporary evidence trailers, no expansion of Police Station
Build the Annex (evidence facility, garage, and storage) only at the location of the old fire department
Build a larger Annex only at the location of the old fire department and old city hall
Build a new police station at the location of the current police station
Build a new police station at the location of fire station and old city hall
Purchase land and build a police station in a new location
Purchase an existing structure and renovate in a new location
Expand, renovate, and rebuild current police station on existing site

¹ See Attachment B

The following criteria were used to consider the alternatives:

- project costs,
- building lifespan,
- length of usefulness,
- operational standards and best management practices,
- legal compliance (Revised Code of Washington)
- construction standards,
- building code compliance,
- administrative, operational, and training space
- functionality of final product,
- maintenance costs, and
- growth projections for the City.

Recommendation: Conduct an analysis of building a new Police Station, designed for future expansion, on the site of the Old City Hall and Fire Station **and** conduct an analysis of building only an Annex on the Fire Station site and continuing to use the existing Police Station. Follow the analysis with a determination to act on one of the two alternatives.

City of Blaine
Request for Council Action
Meeting Date: July 27, 2020

Subject: Reevaluating Police Annex Expansion Funding

Department: Finance

Prepared By: Jeff Lazenby
Digitally signed by Jeff Lazenby
DN: cn=Jeff Lazenby, c=US,
o=City of Blaine, ou=Finance,
email=jlazenby@cityofblaine.com
Date: 2020.07.23 08:25:51 -0700
(Digital Signature)

Agenda Location: Consent Agenda Council Action Unfinished Business

Background/Summary:

On February 13, 2020, the Finance Committee met and discussed funding options for the proposed police annex expansion (current old city hall site). The committee recommended that the Finance Director and the City Manager pursue the issuance of general obligation bonds to finance the project up to a maximum of \$2.5 million. At the February 24th Council meeting, the Finance Director presented the recommendation. The Council's consensus was to pursue the funding.

The financial landscape has significantly changed from the beginning of the year. On July 22nd the Finance Committee had a teleconference. This issue was discussed. In light of the current fiscal situation, the committee no longer recommends that staff pursue debt funding for the project. Issuing a bond would obligate the general fund to make an annual debt service payment. An annual payment on 10-year, \$2.5 million bond at 3.5% interest would be approximately \$300,000.

Because it is a derelict building, old city hall is planned to be demolished. Temporary storage containers can be purchased to relocate the evidence room. This work is necessary and can be accomplished without bond funding.

Budget Implications: Current Budget New Budget Request Non-Budgetary
The expansion project and the annual debt service payment are not in the current budget. Issuing debt would obligate the general fund to make the annual debt payment for the life of the bond. If a bond was issued, cuts to the general fund expenditures would have to be made in order to make the payment.

Recommendation:

The Finance Committee recommends that the Council instruct the Finance Director and the City Manager to no longer pursue debt funding for the police annex expansion project.

Reviewed By:
City Manager Michael Jones
Digitally signed by Michael Jones
DN: cn=Michael Jones, ou=City of Blaine, c=US,
email=mjones@cityofblaine.com, o=City
of Blaine
Date: 2020.07.23 11:18:28 -0700
(Digital Signature)

Finance Director Jeff Lazenby
Digitally signed by Jeff Lazenby
DN: cn=Jeff Lazenby, c=US,
o=City of Blaine, ou=Finance,
email=jlazenby@cityofblaine.com
Date: 2020.07.23 08:26:31 -
0700
(Digital Signature)

City Clerk Samuel Crawford
Digitally signed by Samuel
Crawford
DN: cn=Samuel Crawford, c=US,
o=City of Blaine, ou=City Clerk,
email=scrawford@cityofblaine.com
Date: 2020.07.23 08:47:29 -0700
(Digital Signature)

Review of Prior Police Station Annex Decisions

History: 322 H Street

1960: Built as U.S. Post Office

1992/1993: Vacated by Postal Service

1993/Feb: Council hired Ernest & Neaton Architects to design a new police station

1993/Aug: Council rejected all the bids. Initiative died

1995/96: Construction & move-in to 322 H Street as a temporary police department

1996: Police Evidence facility remains located in the rear of the Fire Station

1996/97: Police Chief Butch Hinchey retires/Police Chief Bill Elfo hired

1999: Seismic Resistance Evaluation conducted, 322 H Street

2003: Police Chief Elfo elected Sheriff/Police Chief Mike Haslip hired

2012: City Hall relocated to Martin Street

2012: Police Evidence facility remains operational in the Fire Station

2016: Storage modification made to evidence facility, \$15,300

2017: Police Chief Haslip retires/Interim Police Chief Mike Knapp hired

2017/2018: Interior modifications, Harborside Construction, \$106,000

2018: Police Chief Allen Schubert hired

2018: Annual Council Retreat, topic of demolishing old city hall formed

2018: Sub-committee formed to evaluate development of Skate Park and Old City Hall properties

2018/Dec: 2019 Council approved budget, CIP included \$ for demolition and new evidence facility; no action to be taken until an approved plan for old city hall property

Review of Prior Police Station Annex Decisions

History: 322 H Street

- 2018/2019: Space Planning & Preliminary Design for Police Annex agreement—Zervas Group, \$8,100
- 2019/March: Zervas Group provided concepts for a police evidence annex
- 2019: Survey conducted of city properties, preliminary assessment of redevelopment options
- 2019: Sub-committee—requested site feasibility analysis and RFP for consultant selection
- 2019/April: multiple inquiries to purchase old city hall, sub-committee request to hold back feasibility analysis & develop RFP to sale old city hall—Council accepted
- 2019/June: Police Chief D. Tanksley hired
- 2019/June: Council directed the preparation of old city hall Redevelopment RFP
- 2019/August: Redevelopment RFP published with 12/6/19 response date—no responses
- 2019: November: Zervas Group delivered cost estimates for (2) police evidence annex options-- \$813,000 & 1,056,000
- 2019: Due to the projected cost from Zervas, funding could not be identified to include in 2020 budget for the police evidence annex
- 2019: Council Study Session—Council agreed to line-item placeholder
- 2019/Dec: L&I Complaint, Blaine PD Evidence Room
- 2020: COVID
- 2021/Spring: Evidence room moved to temporary portable trailers, \$13,000
- 2021/Spring: Trailer(s) modification, \$21,000