SOUTH JORDAN CITY
CITY COUNCIL SPECIAL STUDY MEETING
OAK CONFERENCE ROOM

August 29, 2016

Present: Mayor David Alvord, Council Member Don Shelton, Council Member Patrick Harris, Council Member Brad Marlor, Council Member Chris Rogers, Council Member Tamara Zander, CM Gary Whatcott, COS Paul Cunningham, Administrative Services Director Dustin Lewis, Police Chief Jeff Carr, City Attorney Ryan Loose, Strategic Services Director Don Tingey, Finance Director Sunil Naidu, CT Director Jon Day, Associate Director Public Works Colby Hill, City Recorder Anna West

Others: Julie Holbrook

STUDY SESSION – 12Noon

Mayor Alvord welcomed everyone present. This meeting was called by our City Manager.

A. Invocation: *By City Manager Gary Whatcott*

City Manager Whatcott offered the invocation.

B. Discussion Item: City Building Projects. (*By CM Gary Whatcott*)

CM Whatcott said I have a presentation here (Attachment A) that covers discussions from past budget meetings and several follow up assignments that were given by the Council. There is a timing issue of a bond that would have some impact on funding if we were to do these projects. I finally got enough information gathered to follow-up and give you the information that was requested.

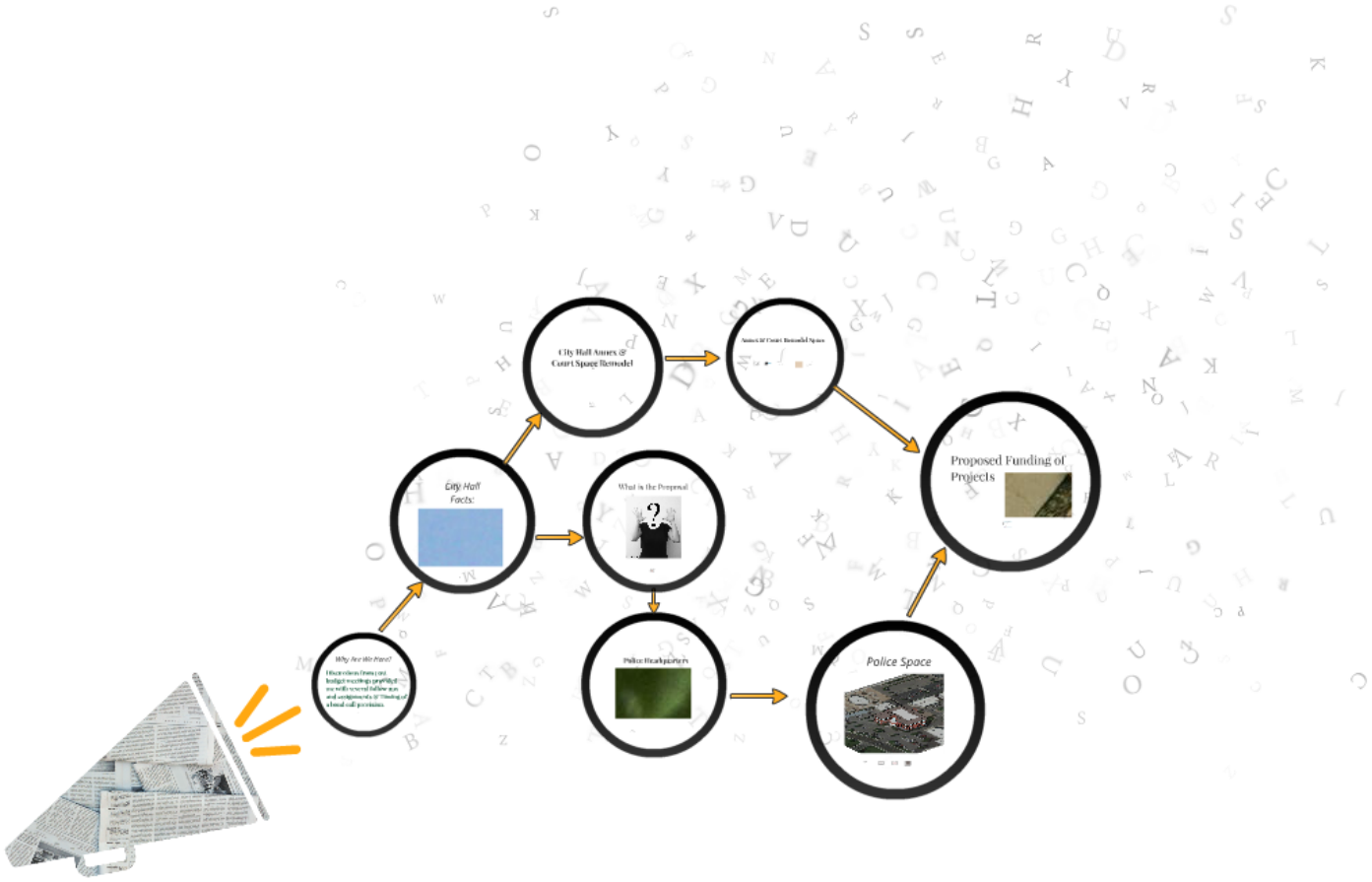
CM Whatcott said I was asked to take the chosen design for the Fountain & Plaza and refine it. We had some different scenarios of what the fountain might look like and I think this might have been before Patrick, Tamara and Brad were on the Council. This is also to come forward with the costs associated with the New City Hall Annex because we were not going to rent anymore. Lastly, I was asked to provide a plan for a new Police Headquarters at City Hall. That is what this presentation is really focused on.

Council Member Tamara Zander arrived.

CM Whatcott said the current building has 48,000 net square footage; net is taking out stairwells, walls leaving the net available space that we utilize. The building has no escrow space left, meaning we have built out every space of the current building. The current building will not meet our needs going forward. We currently have needs in both IT and Finance for space and we don't have any study session space. We also don't have any restrooms for the Council or Planning Commission that are separate from the public. Sometimes it is awkward when we have heated debates and then have to go to the restrooms where the public attending are going. We have had several times when people have gotten mean and nasty with both Council and Commissioners during break periods.

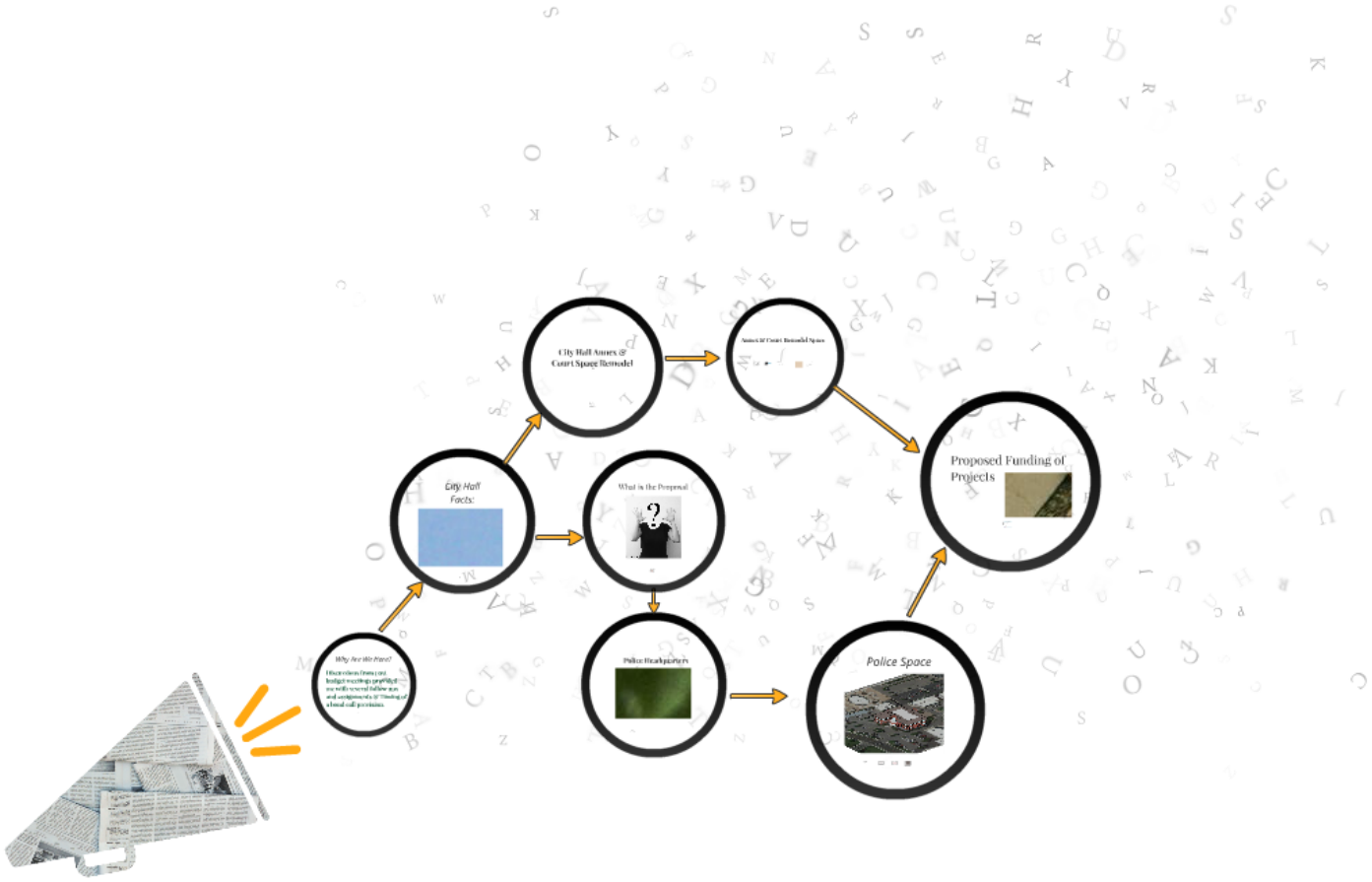
CM Whatcott said we also may need to accommodate for a full time Mayor. I don't know what the future holds for that but we have had discussions and may be a choice somewhere in our future. Currently the police have outgrown their space at City Hall.

08-29-16 CC Study Mtg - Attachment A



City Building Projects

Reporting back from previous assignments



City Building Projects

Reporting back from previous assignments

Why Are We Here?

Discussions from past budget meetings provided me with several follow ups and assignments & Timing of a bond call provision.

- ***Take the Chosen Design for the fountain & Plaza and then refine it;***

- ***Come forward with costs associated with a new City Hall Annex (no renting).***

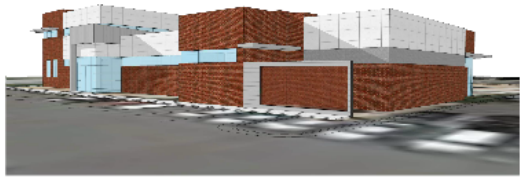
- ***Provide a plan for a Police Headquarters at City Hall***

City Hall Facts:

- Current Building 48,000 net sq ft.
- Building has no escrow space left
- Current building will not meet our needs in the future
- We have a growing need for IT and Finance
- We need space for City Council study sessions with considerations for resident attendance, presentations, working white boards, closed sessions, restrooms and kitchen
- We may need to accommodate for a full-time Mayor
- Police have out grown their space in City Hall

What is the Proposal

Refinance an existing sales tax bond and add new money



Build a new City Hall Annex

Expand Police Department Space

Police Headquarters

1. **We have outgrown the existing space**
    a. ***Evidence*** area is in 5 different locations (some closets), making chain of custody difficult and making evidence less secure.
    b. ***Victim Advocates*** housed in the hallway and their interview room doubles as our break room
    c. ***Quartermaster and Armory*** housed in a small closet-type room
    d. ***Investigations has no additional work space*** for much needed additional investigators

2. ***No visible public-entrance*** to the police department including no way to reach dispatch ***after hours*** when complainants come to city hall

3. ***Supervisors have no offices*** and ***limited access to confidential space*** to have individual sensitive conversations with employees or citizens

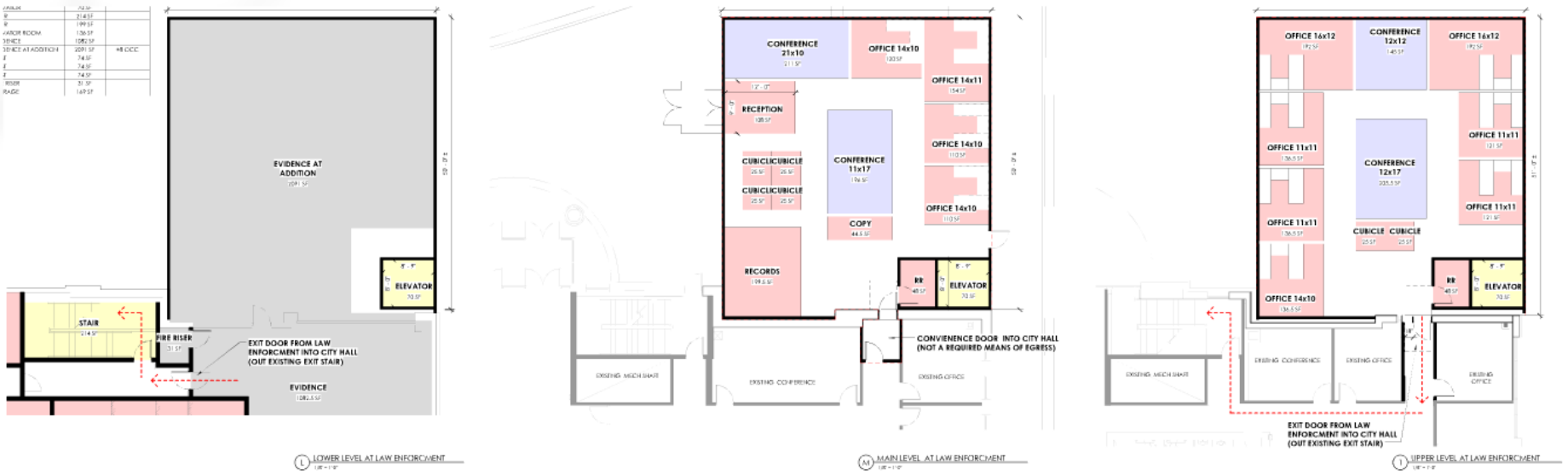
4. ***Training room is too small*** and will not accommodate larger training classes and multi-jurisdictional meetings or briefings with other police executives, SWAT, and investigators.

5. The ***police department does not have a conference room*** for internal staff meetings. The small police training room is often used for other city functions which create conflicts

6. In addition to already having outgrown the space, we must plan responsibly for the ***future growth*** of the city and the accompanying expanded police services need.

Police Space

- Add additional space at City Hall
- Add a wing to the South East corner
- Including remodel of the basement and 2 additional floors
- Creating approximately 6,900 new sq ft. for Police making the total 23,400 sq ft.



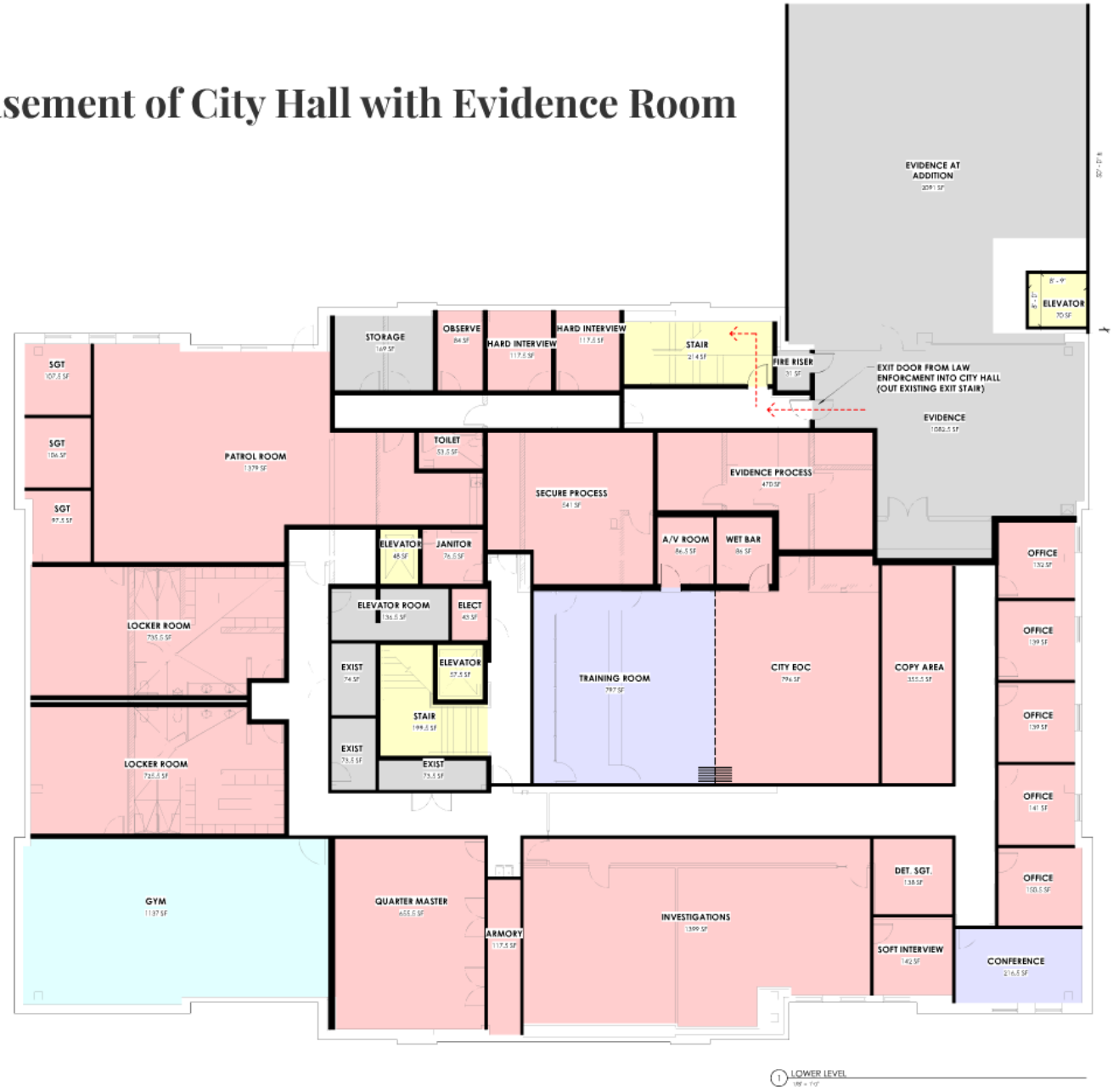
L LOWER LEVEL AT LAW ENFORCMENT

M MAIN LEVEL AT LAW ENFORCMENT

U UPPER LEVEL AT LAW ENFORCMENT

Police Concept Floor Plans

New Plan for Basement of City Hall with Evidence Room

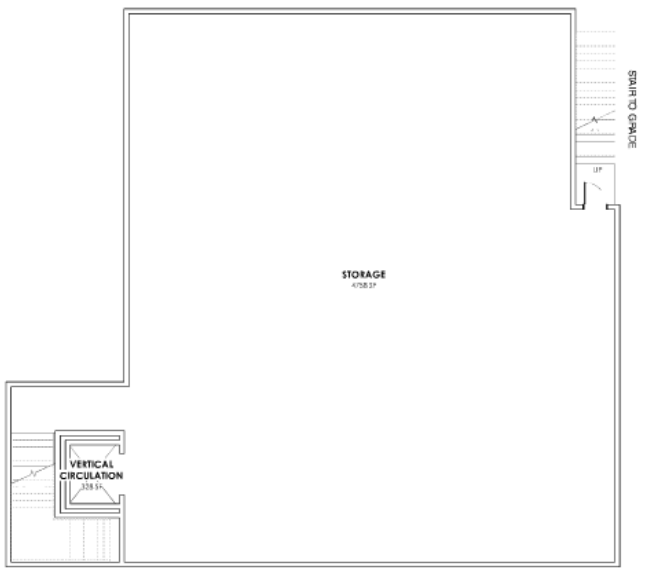


City Hall Annex & Court Space Remodel

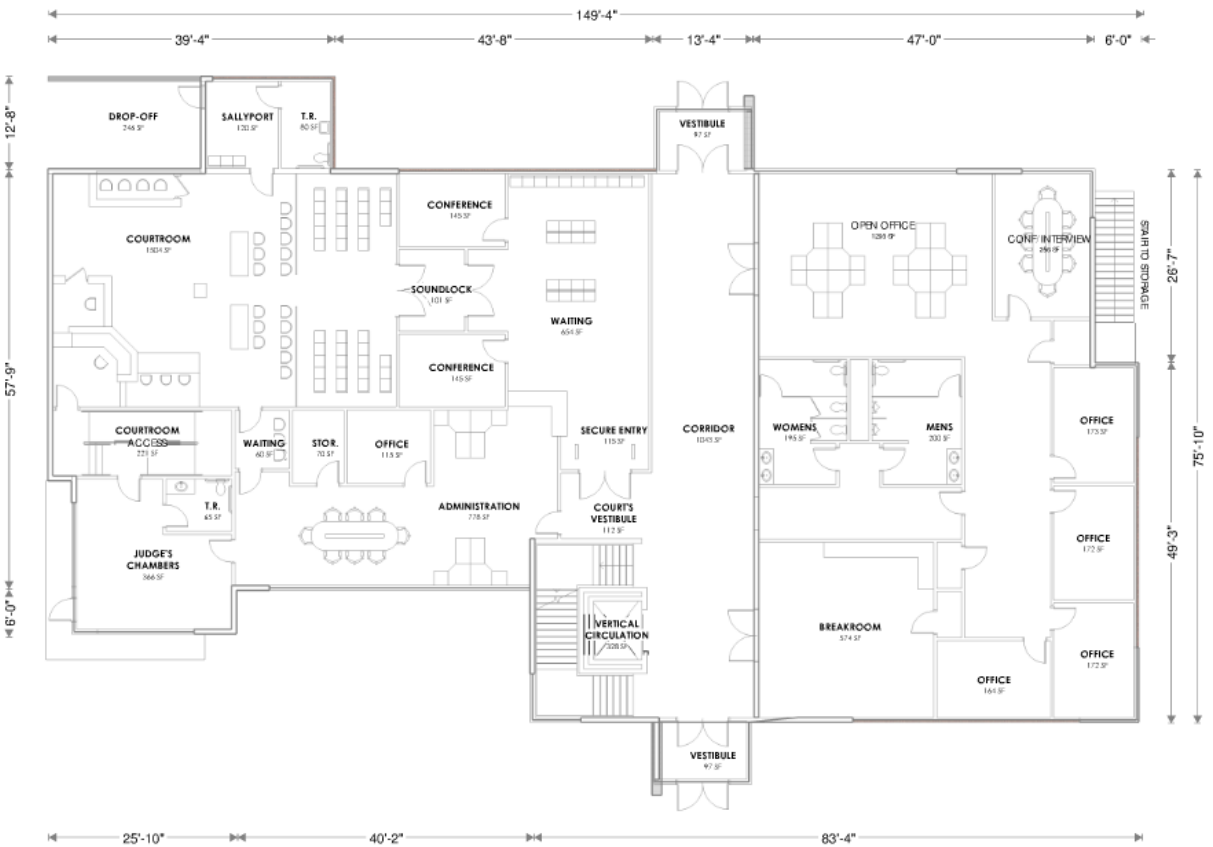
- Council not comfortable in leasing space
- Landowner changed his plans for selling his building
- Current Lease $70,000 per year
- Increases every year (3%)
- Space needed for the future, there is no room for any growth
- No current space for elected officials to meet with constituents or do city business
- No room for residents to attend study sessions
- No media center for study sessions
- No room for large employee or staff meetings

Annex & Court Remodel Space

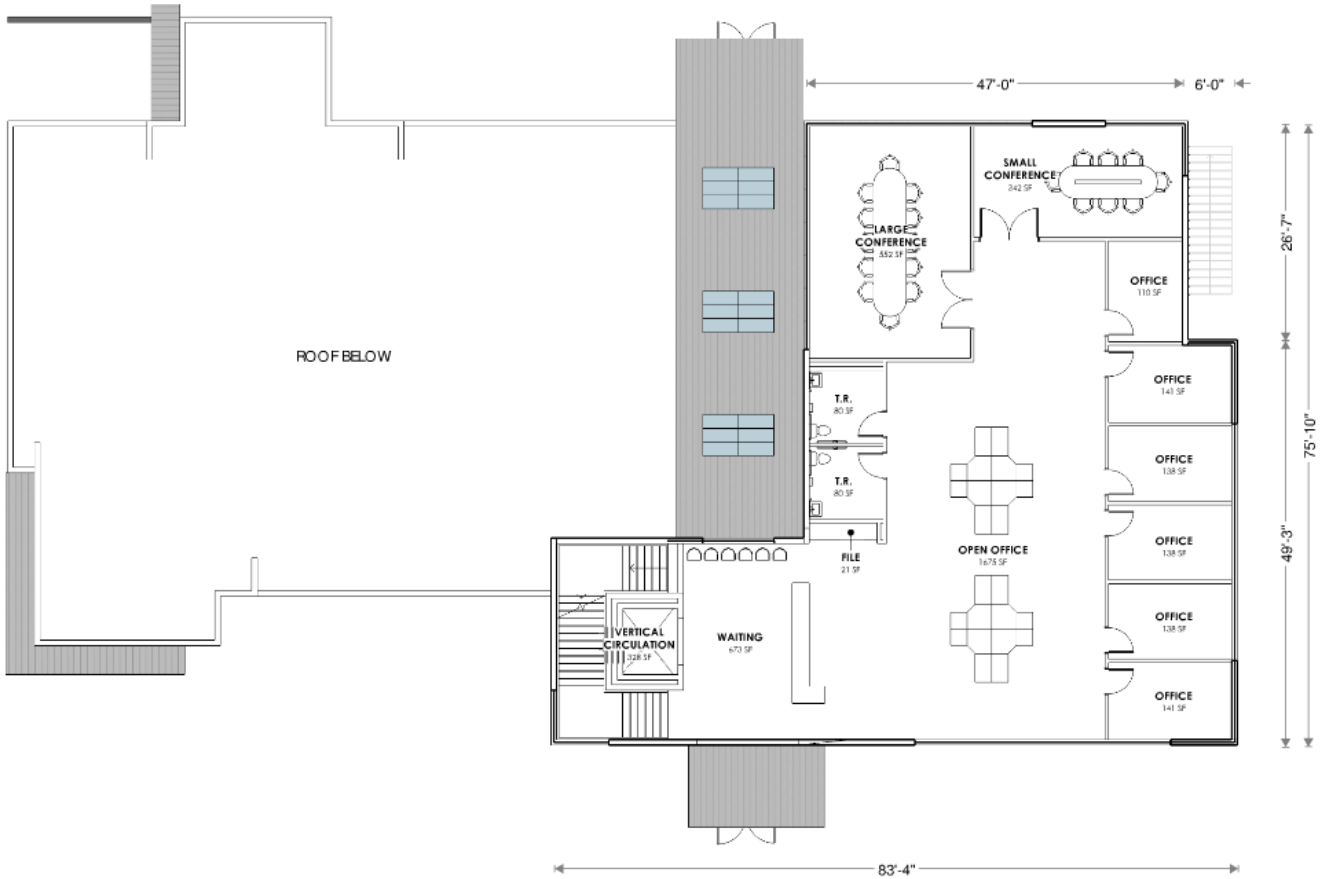
- Add approximately 20,000 sq ft. of new annex space
- Office space for Human Resources, Legal & Courts
- Storage in basement for archives and future computer servers, and other misc. storage
- Discontinue the lease in Towne Center
- Add landscape features to the front of the annex building to provide amenities to employees and surrounding patrons
- Removal of existing plaza and fountain
- Provides for future growth needs by converting the existing court space into office use now



BASEMENT FLOOR PLAN
1/16" = 1' - 0"



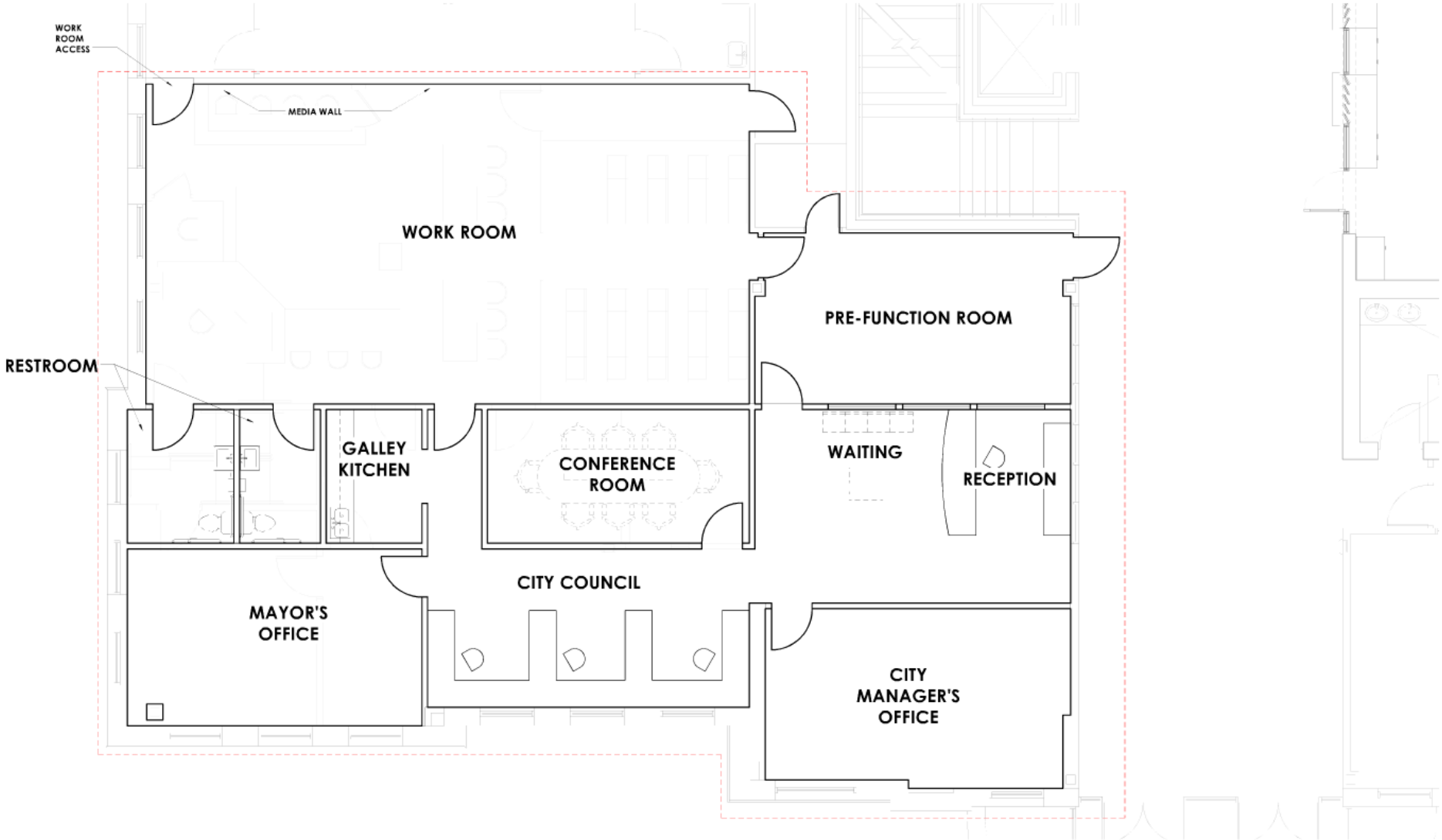
LEVEL 1 FLOOR PLAN
1/16" = 1' - 0"



LEVEL 2 FLOOR PLAN

1/16" = 1'-0"

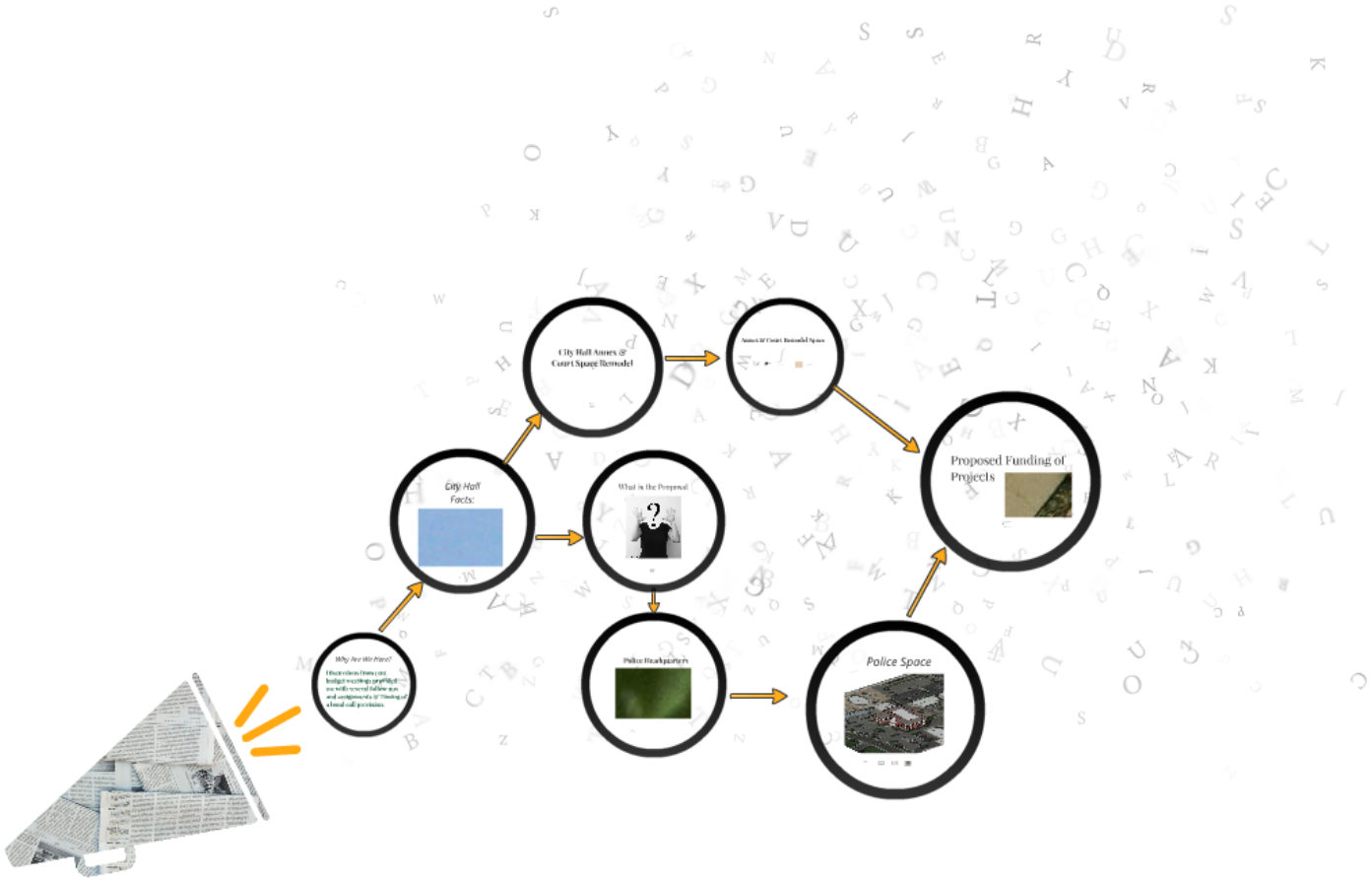
8-29-16 1:30
Preliminary Concept Sketch
South Jordan Court Civic Center Plaza



Concept for existing court space remodel

Proposed Funding of Projects

REFUND 2006 & NEW MONEY		
Series 2006 Refunding Amount		8,285,335
New Bond Amount		10,000,000
Series 2016 Refunding & NM	**$**	**18,285,335**
Current Debt Service		1,003,316
Annex Lease Payment		70,682
Total Current Obligation		**1,073,998**
New Debt Service		**1,164,270**
Net increase in DS	**$**	**90,272**



City Building Projects

Reporting back from previous assignments

CM Whatcott said we are proposing:

- Refinance an existing Sales Bond and add money for two things; to build a City Hall Annex and to expand the Police Department space.

The reasons for new Police Department space:

1. We have outgrown the existing space
    a. Evidence Area is in 5 different locations and not making evidence secure.
    b. Victim Advocates offices
    c. Quartermaster and Armory
    d. Work Space for Investigators
2. There is no visible public entrance to the police department and no way to reach after hours
3. Supervisors need offices and confidential space to have sensitive conversations
4. Need new training room to accommodate larger training classes
5. Need conference room for internal staff meetings
6. Future growth – to accommodate expanded police services needed

CM Whatcott said the Chief and I talked about having the police presence at City Hall. In previous years we discussed possibly having a Public Safety Building somewhere away from City Hall, but we like the idea of having the Chief and his administrative staff here.

CM Whatcott said the idea is to add a wing to the South East corner of City Hall. This would include remodel of the basement and an extra 2 floors. This would create approximately 6,900 new sq. ft. giving a total of 23,400 sq. ft. We think this will be adequate except for possibly a West Side precinct out in Daybreak. That would be an additional 10-12,000 sq. ft.

Council Member Marlor said I was personally around when this building was built we were projecting how long it would accommodate future growth. I would never have through we would have completely outgrown this building in only 14 years.

CM Whatcott showed some Police Concept Floor Plans for the 3 levels. He pointed out the locations where it would tie in with City Hall on the main floor.

CM Whatcott talked about reasons for the City Hall Annex and Court Space Remodel

- Council was not comfortable in leasing out space
- Landowner changed plans for selling his building out front
- We pay $70,000 per year for the current lease
- Increases 3% every year
- Space needed for the future
- No current space for elected officials to meet with constituents
- No room for residents to attend study sessions
- No media center for study sessions
- No room for large employee or staff meetings

Reviewed what the City Hall Annex space would provide

- This would bring about 20,000 sq. ft. of new annex space
- Provide office space for Human Resources, Legal and Courts
- Provide storage in basement for Archives and future computer servers, and misc. storage

- Discontinue lease in Towne Center
- Add landscape features to the front of the annex building to provide amenities to employees and surrounding patrons
- Removal of the existing plaza and fountain
- Provides for future growth needs by converting the existing court space into office use

Showed drawings/renderings of the City Hall Annex space and concept for existing court space remodel. He said these are just concept. We can come back and further define the spaces.

CM Whatcott said the big question is where does the money come from?

Proposed Funding of Projects

CM Whatcott said right now we have a bond that has around 8 million on it. We want to add about $10,000,000 and give a refinance of $18,285,335. If we take the Current Debt Service, less the Annex Lease payment for 70,682 annually, the total Current Obligation is $1,073,998. The New Debt Service would be $1,164,270 giving a net increase in Debt Service of $90,272. That would be a 20 year bond. That would cover the Annex Building and the Police Department. We got a call feature on this bond right now so that is why I am bringing this to you if we want to call it. Even if you don't want to add the 10 million to it we still should call the bond and refinance it.

Council Member Rogers asked if because this would be a refinance it would not impact our rating. Sunil said no; it wouldn't impact it.

Council Member Marlor asked if this would take us to buildout. CM Whatcott said who wouldn't have thought this building wouldn't take us to buildout; but, yes that is our goal. In about 5 years we will need to build a new fire station in Daybreak. Maybe when we do that building we think about how we construct that and there could be some extra space where we could put more out there. The trend is showing that people are coming into City Hall less to pay their bills and if the online software that will be launched in a month or two, and people continue to doing their business online, then I think there would be some space options there.

City Attorney Loose said we have noticed in our area that as we go paperless it opens up more area from file cabinet space. We are designing our systems to go paperless and that is saving some space. That doesn't really equate to conference rooms and offices.

CM Whatcott said I have kept the space fairly tight and conservative with the numbers. Knowing that we will have to build space in Daybreak, that building may house space for a west side precinct. We would get a better scale of economy by building one building that housed all of that together.

Council Member Harris said I would personally like to see some for flexibility for unused office space.

CM Whatcott said we could make a second floor instead of a split level and that would give us a full second floor for future expansion.

Council Member Marlor said it would cost a lot less to build that second level that it would to go out and build a whole new building.

Mayor Alvord said I am wondering if we should consider building a very large Public Safety facility out west. That would give police and fire a lot more space out there. There are many more people out west. That is about 1/3 of our population.

CM Whatcott talked about the fountain area. We have done a lot of research on what it would cost to fix the fountain. If we were to fix the fountain and leave it there will 600-800 thousand dollars. We found out during the winter that we lost thousands of gallons of glycol into the ground. Not only do we have a leak in the piping and somewhere in the floor but now the glycol could be leaked all over. If you want me to go down that road I have asked Dave Jenkins who designed the fountain to give me a cost to investigate repairing it and that is $4,000 for that plus another $4,000 for other issues. He said the direction I had was to not do the fountain and to put a park here. I would put in some kind of soft scape and some kind of water feature with the building in this space.

City Council gave direction to not do the fountain and go forward with the plans for the remodel.

CM Whatcott said I am worried about where the glycol and water went with the fountain. I am not sure what remediation will cost.

CM Whatcott said if you decide we are going to go down this road then I think we start getting serious about design and get more involvement from you. I didn't want to spend a huge amount of money refining this until you decided this is where we want to go. CM Whatcott said we have good rates right now and I think this area looks a little blighted because it is not being utilized.

Council Member Marlor said I agree with Mr. Harris that we really need to make sure we have enough space to support some future buildout.

All Council agreed to have CM Whatcott to go ahead with the concepts and adding two stories to the building for escrow. He said I will have this refined for you and will have it ready for when we meet in October.

Council Member Marlor said I have one item to discuss. I ran into Susan Pulsipher recently and she said do you think the Council is supportive of the School Bonding coming up. I said I am personally but you should come to Council meeting and ask for support from the Council. She may be here at the next City Council meeting just under public comments. She wants a resolution from Council supporting the School Bond.

CM Whatcott said I will call her and invite her to the next meeting and put it under presentations.

Council Member Zander said I asked her if she would move up the time frame on the high school. I don't know if they did that but I would like to know.

City Attorney Loose said we will get a resolution with the specifics in it and then you guys can ask your questions.

It was decided that they would publish it in the newsletter.

ADJOURNMENT

Council Member Marlor motioned to adjourn. Council Member Harris seconded the motion. Vote was unanimous in favor.

The August 29, 2016 Council Special Study meeting adjourned at 1:15 p.m.

This is a true and correct copy of the August 29, 2016 Council Meeting minutes, which were approved on September 6, 2016.

Anna M. West

South Jordan City Recorder