

The logo for Addison, featuring the word "ADDISON" in a bold, blue, sans-serif font centered within a white circle. This circle is set against a blue background that is part of a larger graphic element on the right side of the slide, which includes a white diagonal line and a grey triangular corner.

# Facility Strategy Discussion

May 28, 2024

Tonight's presentation addresses two critical initiatives:

- **Building a Modern Police Facility:** We will discuss the issuance of a Certificate of Obligation to secure funding for a new police station.
- **Transforming the Addison Conference Center:** We will discuss the strategic repurposing and renovation of the Addison Conference Center.

**2019 – LPA architectural firm was engaged** to analyze current facilities and provide concepts to maximize use of existing facilities by identifying growth over the next 10 years.

**2020 – LPA’s findings were presented to Council.** Council directed staff to continue the study in a second phase and consider the following:

- The tipping point of building new facilities versus modernizing existing facilities.
- The most economical plan over the next 40-50 years.
- Consider Transit-Oriented Development (TOD) plans.
- Develop a strategy for each facility.
- Lastly, explore Public-Private Partnership (P3) option for funding.

**2022 – MPI, architectural firm was engaged for a second phase** to provide financial analysis, develop strategy for each building, and provide rough square footage requirements for a new City Center.

**March 2023** – Staff presented the findings of the study along with three (3) options for Council to consider: 1) renovate existing facilities, 2) build new facilities and repurpose others, and 3) continue to maintain existing facilities.

**June/July 2023** – Council revisited the March 2023 findings and Council’s consensus was to further investigate the feasibility and costs associated with a new Police and Courts facility and options for a Town Center.

**Feb./March 2024** – Council held its annual strategic planning retreat and identified addressing Town facilities as a strategic objective under Financial Health & Organizational Excellence.

**5.4. Strategic Objective:** Explore opportunities for consolidating and/or expanding Town facilities.

**5.4.1.** Consider options and funding for new or remodeled Town facilities and maintenance of existing facilities with Addison brand in mind.

**5.4.2.** Proceed with consideration for a plan and funding for Police & Courts facility.

**5.4.3.** Implement security enhancements at Town facilities.

# Proposed Strategy

- Staff evaluated and developed a proposed strategy based upon a number of factors, including:
  - Previous studies and Council direction.
  - Current facilities conditions and repairs needed.
  - Operations and staffing, including future projections.
  - Security enhancements.
  - Costs and efficiencies.
- Staff recommends the following strategy:
  - 1) **Construct a new Police and Courts facility (same location).**
  - 2) **Renovate and repurpose the Addison Conference Centre.**
  - 3) **Make improvements to the Service Center.**
  - 4) **Continue maintaining other Town facilities.**

# 1) Police and Courts Facility

- Current facility was built in 1984.
- The studies identified the following improvements needed:
  - Additional space for offices, training support, interview rooms, fitness room, sally port, evidence room, and labs.
  - Security upgrades.
  - ADA compliance (elevator and more).
  - Building renovations to bring the facility up to current code and energy standards.
  - Expansion for future staffing levels and room for growth.

# 1) Police and Courts Facility

- Work recently completed, in process, or planned for this facility:
  - Gun Range (flooring, air filtration, and HVAC) – *Completed*
  - HVAC Structural Reinforcement and Replacement Project – *Completed*
  - Flat and Shingle Roof Replacement – *Completed*
  - Lightning Protection Project – *Completed*
  - Mold Remediation – *Completed*
  - Emergency Generator Replacement Project – *In Process (est. June 2024)*
  - Breakroom Updates (ADA) – *In Design*

# Condition of PD Building

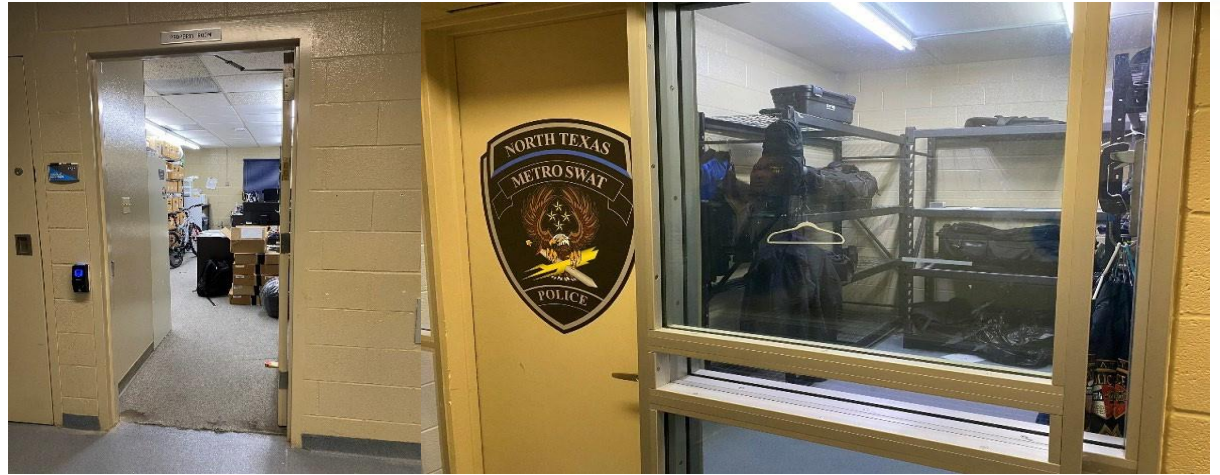
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# Condition of PD Building

ADDISON



# Condition of PD Building

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# 1) Police and Courts Facility

- Proposed strategy and next steps:

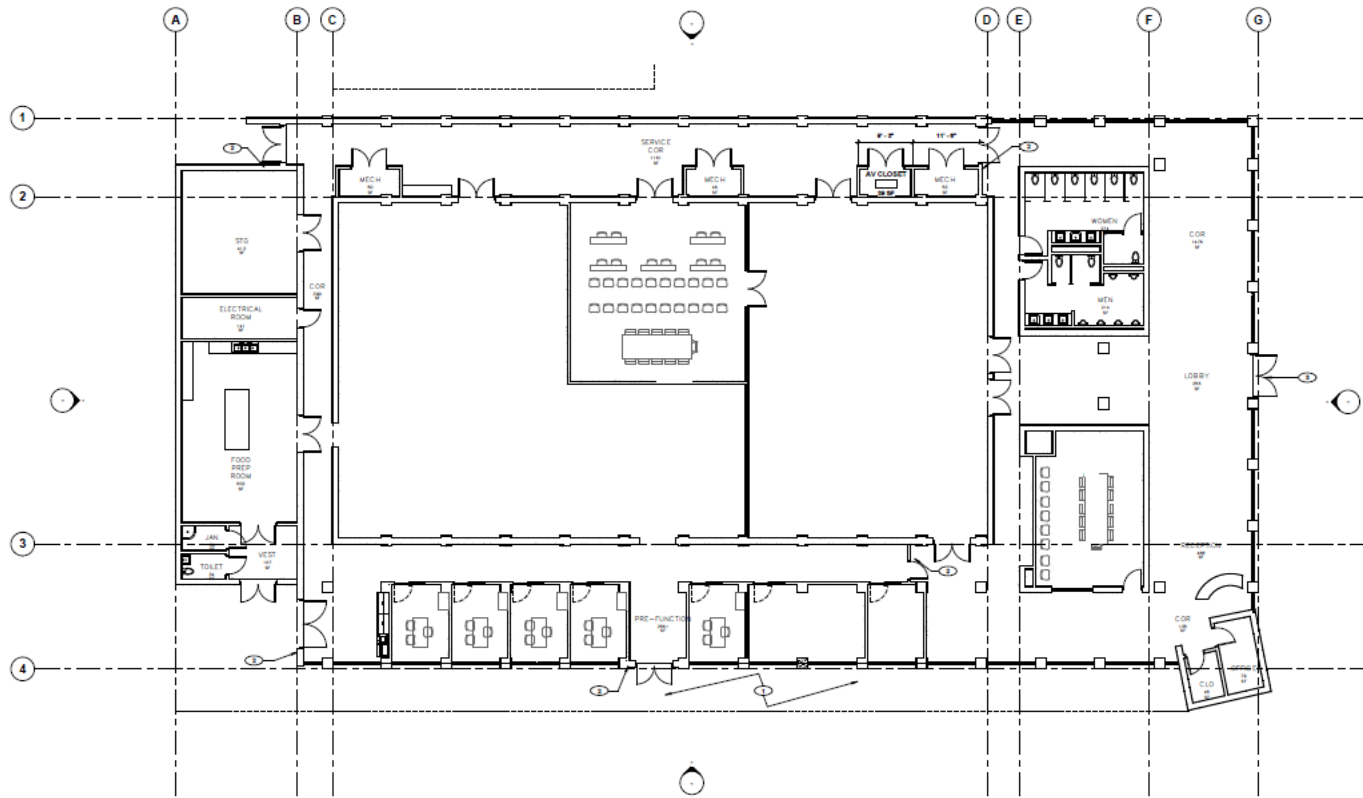
The current **building's age, condition, and the unknown future repair and/or upgrade** necessitate an expeditious approach for a new Police Building:

- **To ensure the timely completion of a new Police Building, staff proposes to include the design and construction of the facility in the FY 2025 Capital Improvement Program funded by Certificates of Obligation issued between FY's 2025-2027.**
- Tear down existing facility and rebuild **a new Police Building including a secure in-house detention facility.**
- Temporarily relocate PD and Courts operations and staffing.
- Total estimate: \$35M. Does not include the relocation cost.

## 2) Conference Centre Facility

- **Proposed strategy and next steps:**
  - **Renovate and repurpose the Addison Conference Centre to accommodate additional office space.**
  - **Total estimate: \$2.0 million budget; considered as FY24 budget amendment from the Infrastructure Investment Fund or Self-Funded Special Projects Fund.**
    - Does not include furniture fixture or equipment (FFE)
    - Move CMO, HR, and Marketing teams to the Centre for consolidation of staffing operations.
    - Move Finance team to the current Town Hall building.
    - Sell Finance property.

# 2) Conference Centre Facility Renovation



1 LEVEL 1 FLOOR PLAN OPTION 1  
SCALE: 1/8" = 1'-0"

**GENERAL NOTES**

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**KEYNOTES**

- 1 FINISH: NORMAL, SEAL, EXISTING HOOD
- 2 SCAFF: FINISH: NORMAL, SEAL, EXISTING HOOD
- 3 SCAFF: FINISH: NORMAL, SEAL, EXISTING HOOD
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**PLEASE RECYCLE**

Project  
**Town of Addison  
Conference Centre  
Study**  
Enter address here

Job No: 24-004.00  
Owner  
**Owner**

Project Status

## 2) Conference Centre Facility Renovation

- **Add Security and Access Controls**
  - Add access control on all exterior doors and the service hallway access from the East Lobby.
  - Build permanent wall on the west side of the current chambers.
- **Relocate the Executive Meeting Space (Acacia)**
  - To the northern half of Sophora (middle room).
  - The room is comparable to the Acacia layout (executive table, AV equipment, staff seating, and public seating).
- **Modify South Lobby Space**
  - Move access control just west of the Council Chamber doors.
  - Move the current doors to the east to allow more office space from the South Lobby.
  - Add window tinting to the south windows to reduce heat gain.

## 2) Conference Centre Facility Renovation

- **Create Office Space**

- Turn the remainder of the South Lobby into office space (approx. 7 offices depending on configuration) along the windows and a hallway to the interior office spaces comprised of the south half of Sophora, Acacia, and the current Special Events office space.
- Create additional workspaces (approx. 20) in the interior office space depending on configuration. Proposed to be modular instead of permanent walls.

- **Update East Lobby**

- Remains a public space and hosts voting and other events by reservation in accordance with Town policy.
- Turn current Economic Development space into a conference room / community room.

- The newly remodeled break room and prep areas would remain unchanged.

# 3) Service Center Facility

- Built in 1980
- The studies revealed the following improvements needed:
  - Customer service window(s).
  - Additional office space required for multiple departments.
  - Renovations to support spaces.
  - Security upgrades.
  - Parking.
  - Equipment storage / work yard.
  - ADA compliance.
  - Building renovations to bring facility up to current code and energy standards.



# 3) Service Center Facility

- Work recently completed, in process, or planned for this site:
  - HVAC Structural Reinforcements and Upgrades - *Completed*
  - Lightning Protection Project – *Completed*
  - Lobby Security Project – *In Design*
  - Parks Office Space in Mezzanine – *In Design*
  - Emergency Generator - *Planned for Future Budget Request (FY26)*

# 3) Service Center Facility Improvements

- Proposed strategy and next steps:
  - To ensure the longevity and functionality of the Service Center, staff **proposes a multi-year phased renovation plan, allocating annual budget funds** for its completion over the next few years.
  - A decision package for Phase 1 of improvements to the Service Center has been developed and will be considered during the upcoming FY25 Budget process.

- Staff is seeking Council direction on the proposed strategy and next steps, specifically two items:
  - Funding a new Police and Courts facility by Certificates of Obligation (COs)
  - Moving ahead with Addison Conference Centre renovations (estimate \$2.0M)

## Proposed strategy and next steps:

### 1) Construct a new Police and Courts facility

- Estimate \$35M
- **Include in the FY 2025 Capital Improvement Program**
- **Proposed funding by CO's issued between FY's 2025-2027**
- Solicit and hire consultant(s) to develop a plan for relocation and design/construction of a new facility

### 2) Renovate and repurpose the Addison Conference Centre

- Estimate \$2.0M
- **Proposed to be considered as FY24 end of year budget amendment**
- Hire an architect for renovation plans

### 3) Make Improvements to the Service Center

- Consider Phase 1 of Improvements during the FY25 Budget process

Questions?