



**6.a: Report from Phase 1 Work With the KPPCSD Temporary Committee on Housing the Kensington Police Department and Status of Committee**  
(Watt Slides and Report)

## **PAST HISTORY**

### **Initial PSB fire only decision**

At the April 2021 Fire Board meeting, the Board voted to use the PSB for fire use only with these assumptions and potential considerations:

1. The police were negotiating for a relocation at 303 Arlington, and
2. The retrofitted PSB would cost \$4.0 million to construct for fire use, and
3. The KFPD would help the KPPCSD financially to cover relocation costs, and
4. Even if demolition started there would still be time to consider modifications for joint occupancy.

### **As indicated, none of these assumptions and promises materialized:**

1. The 303 Arlington location was dropped due to cost and other factors.
2. The cost of retrofitting the PSB for fire use have increased by more than \$2.0 million.
3. The KFPD had to obtain a \$2.0 million loan to complete the project and has no available cash to help the KPPCSD with a separate location.
4. The willingness of the Fire Board to support joint occupancy is currently uncertain.

# **THE KPPCSD DECISION**

## **THE KPPCSD DECISION ON 5/11/23 TO ABANDON POLICE USE OF THE PSB ASSUMED THE FOLLOWING:**

### **SPACE NEEDS**

- A minimum of 1,600 sq. ft. is needed to support necessary police functions.
- A number of specific space needs are essential.
- Only the 1<sup>st</sup> floor is available for police use.

### **COST CONSIDERATIONS**

- The cost to retrofit the 1st floor of the PSB for police use would exceed the cost of a separate police station.
- However, all cost estimates need the accuracy of more precise plans.

### **FINAL DECISION**

- Find a separate Kensington police location consisting of either the current modular, steel/prefab construction, or new construction.
- Estimated cost of new off-site construction at \$3.4 to \$3.9 million.

## **Factors supporting retaining police in the PSB**

- For 52 years the Kensington police operated in the PSB with 1,200 sq. ft.
- The PSB is the best geographic location to serve all of Kensington - an extremely important factor in an emergency.
- Both former police chiefs Simpkins and Schuld have stated that that the police can function with 1,225 sq. ft.
- In the November election, the voters unanimously approved majorities for both Boards that ran on keeping police and fire in the PSB.
- The current plan for the PSB includes the use of the first floor for administrative staff and public meetings, both of which can, and should be located elsewhere.
- A revised plan using this available 1<sup>st</sup> floor space indicate all essential police services can be housed in the PSB.
- The KPPCSD has limited available cash and will incur significant debt obligations completing a seismically safe, stand-alone police department.

## **PRIMARY FACTORS IN ARRIVING AT A DECISION**

1. The minimum requirements for a police department.
2. The cost of locating the police at the PSB versus elsewhere.
3. Other alternatives for providing police services

## MINIMUM SPACE REQUIREMENTS

Former police Chief Schuld stated on 1/7/21 that "Our existing space consists of 1,222 sq. ft. which is constricted but if needed we can make it work".

Current police Chief Gancasz has listed the following required space needs for a police department.

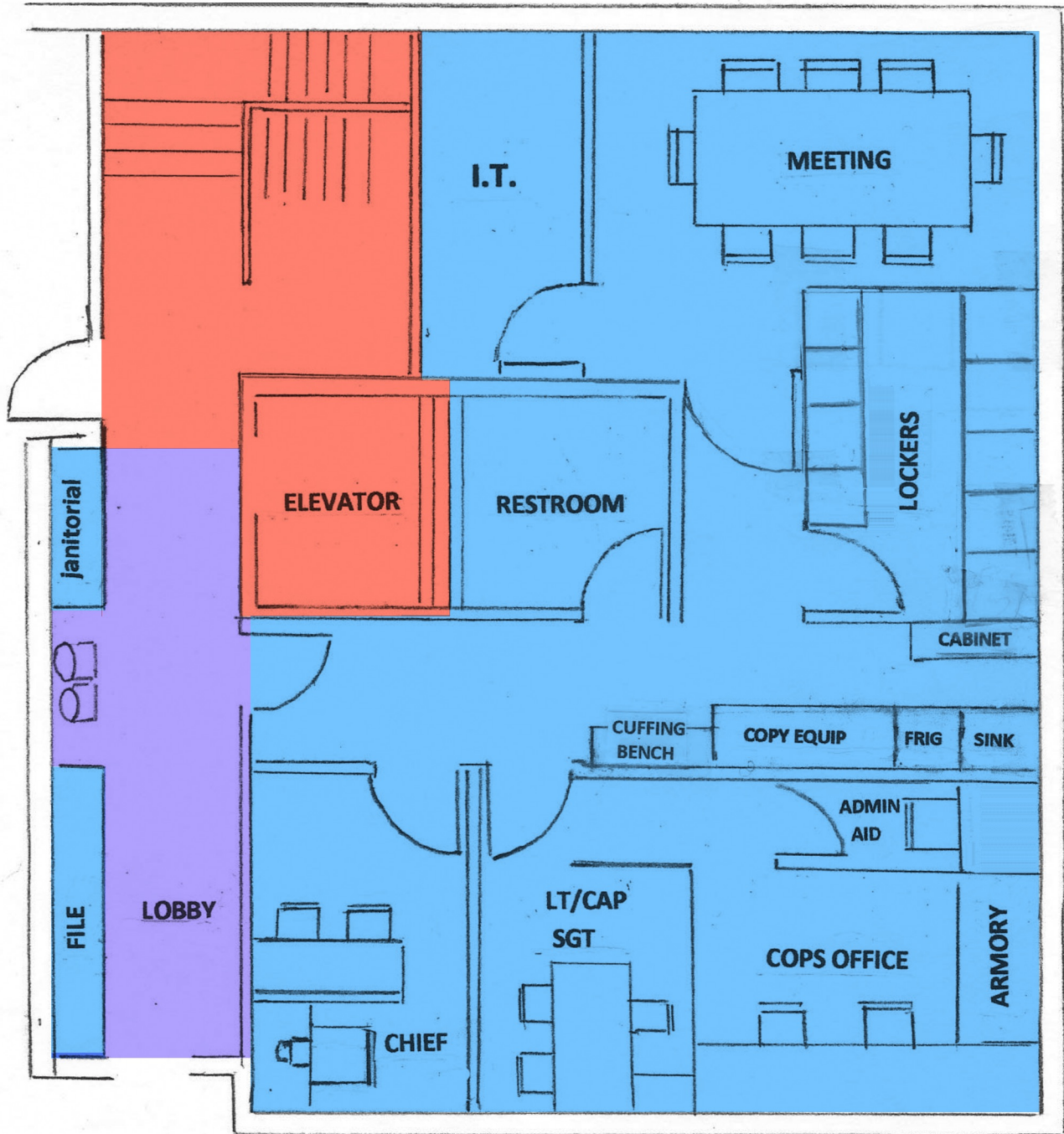
### Non-negotiable KPD Space Needs

Police Admin/Receptionist Workspace/Lobby Area	Computer Server/IT Room
Chief's Office	Some File Storage (secure)
Lieutenant's Office	Some Equipment Storage (secure)
Shared Sergeants' Office	Office Supplies/Printer Area
Patrol room with 2 workstations	Break Space
Police Support Staff Workspace	2 Bathrooms (staff only and staff/public)
Locker Room (all gender, 10 lockers)	Janitorial/Cleaning Storage
Evidence Storage Cabinet + Refrigeration	Secure parking for 7 patrol vehicles
Guns/Ammunition Storage Cabinet (secure)	

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As will be shown in the following site plan, all of these needs can be provided in the revised layout of the PSB, except two restrooms. Based on previous plans acceptable to Chief Schuld a conference room should be included, but one restroom would be acceptable.

# POSSIBLE FIRST FLOOR LAYOUT

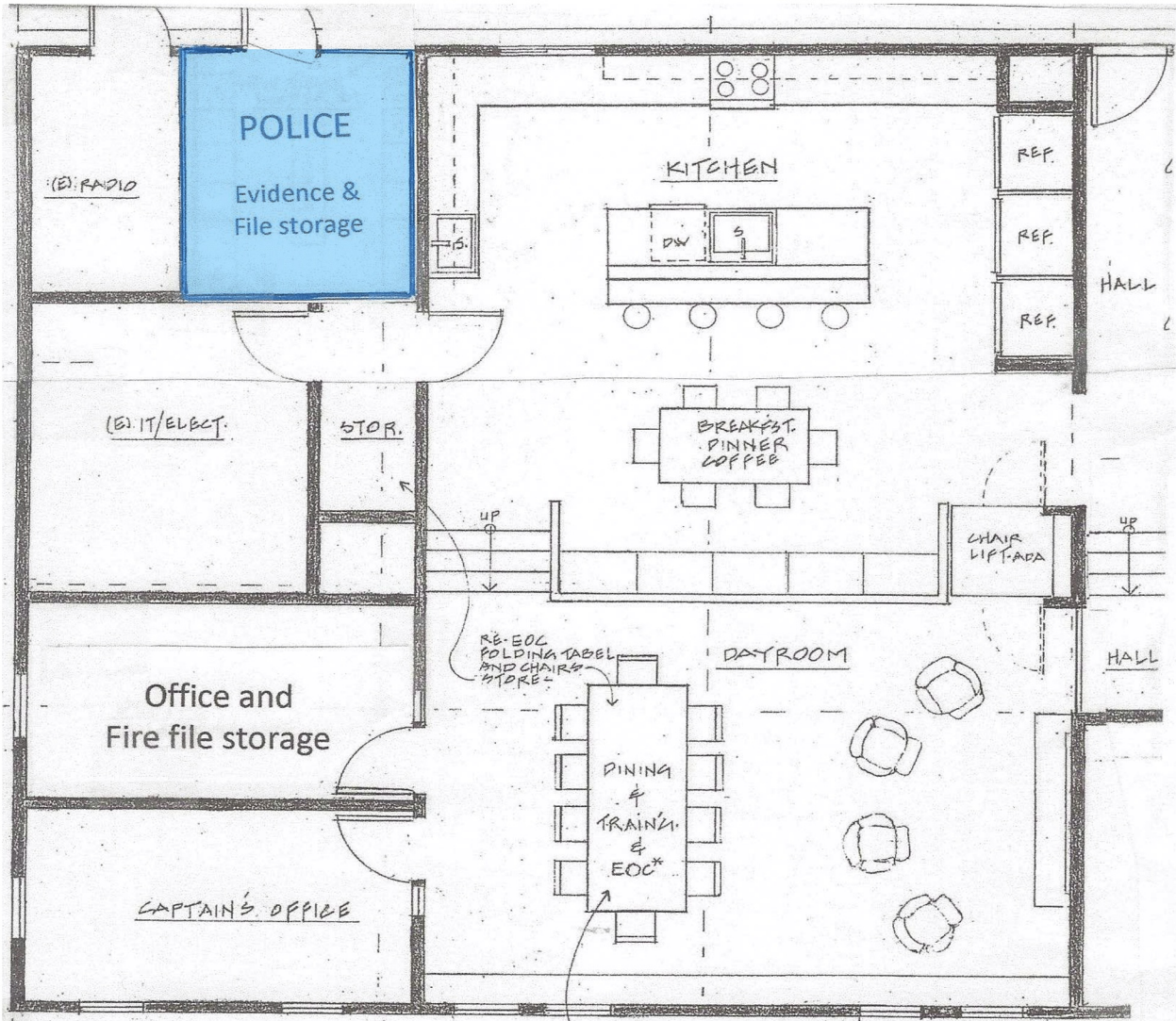


## FIRST FLOOR SQUARE FOOTAGE

<b>POLICE</b>	975 sf + shared space = 1,135 total sf (not including 100 sf on 2nd fl)
<b>SHARED</b>	160 sf
<b>FIRE</b>	280 sf + shared space = 440 total sf

# POSSIBLE SECOND FLOOR LAYOUT

Police use = 100 sf



Drawing and plan courtesy of Bart Jones

# COST OF A PSB LOCATION VERSUS ALTERNATE SITE

The KPPCSD estimated the cost of four different police department possibilities. These are:

## 1. The Joint-Occupancy “Watt” PSB proposal.

The following orange-bracketed estimates are from the KPPCSD analysis:

### Financial Costs to Joint Occupancy

#### Director Watt’s Proposed Terms for PSB Joint Occupancy:

- \$1.3M Pro rata share (19%) of total construction cost (\$6.8M)
  - \$1.2M for tenant improvements converting 1<sup>st</sup> floor from shell to final
- = ~\$2.5M

In addition

+ \$1M - 2M cost to purchase, renovate 2<sup>nd</sup> site for KPD

= ~\$3.5M - 4.5M Total

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This analysis greatly overstates costs which should be as follows:

- \$1.4M - prorate share (21%) of total construction (\$6.8M) paid to KFPD
  - \$0.1M - Completion of office divider walls
  - \$0.0M - No additional property for police space
- = \$1.5M total

#### **But there is a significant financial benefit to the Watt plan.**

The \$1.4M paid to the KFPD is a payment still available for Kensington use because it is a reimbursement for costs already incurred. By comparison, any construction costs on a new location is an added cost to Kensington citizens.



## 2. Re-siting the existing El Cerrito Module.

The following orange-bracketed estimates are from the KPPCSD analysis:

### Financial Costs to Joint Occupancy – Comparison of Options

- **Re-siting Modules**

	<b>Re-siting + Lease Land</b>	<b>Re-siting + Purchase Land</b>
Re-siting modules	\$417,195	\$417,195
Lease Land	\$1,300/month	N/A
Purchase Land	N/A	\$1M - \$1.5M
<b>Total:</b>	<b><u>\$730K (20 yr lease*)</u></b>	<b><u>\$1.5M - \$2M</u></b>

\* We estimate a 20 year lease for the land to house portables to more accurately compare long-term cost of this option vs. long-term cost of purchasing land, re-siting modules.

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Though not stated, it is assumed that the estimated cost is based on relocating the current, approximately 3,100 sq. ft., police station to the Unitarian Church where the Kensington fire station is currently located. It is hard to believe this property would be satisfactory because: it is only 6,000 sq. ft., was approved by El Cerrito as a temporary 2-year location, has significant ingress/egress problems, and is not centrally located.

It is also important that any police structure meet the current earthquake codes for fire and police services. A modular structure does not meet these standards.

### 3. Non-Traditional Steel or Pre-Fab Construction.

The following orange-bracketed estimates are from the KPPCSD analysis:

## Financial Costs to Joint Occupancy

- **Non-Traditional Steel or Pre-Fab Construction (3000 sq ft):**
  - Steel building shell: \$51,654
  - Build-out: est. \$300,000 - \$600,000
  - Purchase 10,000-15,000 sq ft of land = \$1,000,000 - \$1,500,000
  - = **\$1.35M - \$2.15M**

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It was estimated that this structure could cost \$650,000 and the land \$1,500,000 (assuming three, 5,000 sq. ft. parcels and a 3,000 sq. ft. structure.)

As previously stated about the modular unit, this pre-fab unit would likely not meet current seismic safety codes. It is also not possible to acquire three built-out residential parcels (presumably on the Arlington) at a cost of \$1,500,000. Nor have any costs been included for legal and staff work, demolition, site work, permits and fees, and oversight during construction

With these adjustments, and based on a construction date in 4 years, the costs would likely be as follows:

- Steel building shell: \$70,000
- Turn-key conversion costs: \$500,000
- Land acquisition: \$4,500,000
- Site and soft costs: \$2,000,000
- **Total costs: \$7,100,000**

#### 4. New Construction.

The following orange-bracketed estimates are from the KPPCSD analysis:

### Financial Costs to Joint Occupancy

- **New construction**
  - \$2.4M (for construction costs)
  - \$1M - 1.5M (purchase land)
  - = \$3.4M - \$3.9M

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**New construction costs assume a building of perhaps 2,500 sq. ft. on 15,000 sq. ft. land parcel, with the building built to current seismic code requirements for an essential service facility.**

The KPPCSD estimates these costs as follows:

- \$2.4M for construction
- \$1.5M for land acquisition
- = \$3.9 M

**This revised estimate assumes construction commencing in 2027, and includes the following costs:**

- \$4.5M for land acquisition (3 existing homes)
- \$1.5M for demolition, site development, permitting
- \$3.0M for building (hard costs)
- \$1.0M soft costs, oversight during construction
- = \$10.0M

**Financing - It is assumed the KPPCSD will need to obtain a 25 year loan of \$7.0 million, which, with interest costs of more than \$5.0 million, will require a substantial new annual special property tax assessment for Kensington property owners.**

## **OTHER ALTERNATIVES**

As discussed previously, the cost of providing a separate police facility will greatly increase total police costs and decrease the desirability of providing our own police services. Other choices could include contracting with the El Cerrito police department or the Contra County Sheriff's department. The cost benefits of the two options would require further study, but the following would appear to be the principal advantages.

### **El Cerrito Police Service**

The adjacency of El Cerrito would allow their police department to set up a separate patrol to just service Kensington - not unlike what the El Cerrito fire department does (or is supposed to do) for Kensington. This arrangement would eliminate the need for a separate police station.

### **Contra Costa County Sheriff's Department Police Service**

CC County provides police services to many local communities, including Orinda, Lafayette and Danville. The use of CC County Sheriff's department assumes they accept a police location in the PSB.

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## **AFFECT ON CONSOLIDATION**

As discussed previously, the issue of a separate police station will add significant debt obligations for the KPPCSD thereby exposing the KFPD to financial risks if consolidation is undertaken.

We need a more complete understanding about KPPCSD finances and how the consolidated finances of both Departments will be apportioned for future use before we can assume consolidation will be in Kensington's best interest.