

**Goodhue
County**
MINNESOTA

Law Enforcement Center (LEC) Space Study Update July 2024

Order of Information



History

- 2000 - Goodhue County completed the construction of the Law Enforcement Center, Emergency Operations & Adult Detention Center.

July 2001 - Amended Joint Powers Agreement for Construction/Operation of Law Enforcement Center

- Appendix A was added as the amendment which outlined Clerical Services, Evidence Room Technician, Common Equipment and Computer Support
- Agreed that the City would contribute \$1,000,000 for a fifteen-year initial lease and agreed to share maintenance and custodial expenses at a divided pro-rata based on square footage occupied, which at the time was set at 16%.
- If the early termination of the agreement were to occur, the City would be repaid for the number of years it did not occupy the LEC during the fifteen-year term at a rate of \$66,666 per year.

January 1, 2014 – December 31, 2023 LEC Office Space Lease

- Both parties agreed to terminate the Joint Powers Agreement after the 15 years and entered into a Shared Use Agreement to govern the use of the LEC.
- Term of the LEC Office Space Lease January 1, 2014 - December 31, 2023 - In this agreement, the rent amount was inclusive of all utilities, custodial services, building/grounds maintenance and capital expenditures. The amounts were specified in the agreement from 2014-2020 with 2021-2023 automatically adjusted by the previous year's annual average percentage change in the CPI-W as reported by the US Department of Labor, Bureau of Labor Statistics.

Space: Allocation

- 16% of space allocation in the Law Enforcement Center was the number used from 2001-2023.
- The above shared space percentage did not include a number of these shared spaces *lobby and public corridor, emergency operations center, restrooms, and public restrooms, training rooms, fitness room, equipment and mechanical rooms, and the evidence preparation processing and storage area.
- The updated number in the green boxes indicates the accurate number and what is used when calculating space for the two-year lease renewal beginning 01.01.2024.

Red Wing Police Department

- 3,796 exclusive space
- 6,598 - 50% of shared space

Goodhue County

- 7,094 exclusive Space
- 6,598 – 50% of shared space

Red Wing Police Department

- 3,796 exclusive space
- 11,299 - 50% of shared space
- 45% of LEC

Goodhue County

- 7,094 exclusive Space
- 11,299 - 50% of shared space
- 55% of LEC

Space: Study

April 2023

Goodhue County and the City of Red Wing signed separate contracts with TSP, Inc. to provide a programming and space needs assessment.

The Red Wing Police Department also answered the same questions and provided RWPD information to TSP.

Goodhue County Sheriff's Office staff along with Facilities Maintenance provided information regarding current space use, future space use and future growth to TSP during this phase.

August 2023

TSP presented the following information to the LEC Committee. Goodhue County and the City of Red Wing both agreed to meet individually with their respected committee members and discuss the information presented before offering any feedback.

GOODHUE COUNTY SHERIFF'S OFFICE AND CITY OF RED WING POLICE DEPARTMENT

LAW ENFORCEMENT SPACE NEEDS ASSESSMENT

COMMITTEE UPDATE

AUGUST 28, 2023

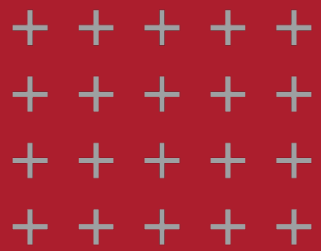


Architecture
Engineering
Planning





BACKGROUND AND PROCESS



BACKGROUND

Provide analysis of the space needs for Goodhue County Sheriff's Office and the Red Wing Police Department to identify existing shared building adequacy for current, 5 year and 10-year needs.

PROCESS

Our process is broken down into (4) different stages:

1. Gather Data
2. Define Criteria

3. Develop Concepts
4. Identify Costs

MEETING OBJECTIVES

1. Review existing utilization
2. Discuss space needs criteria
3. Review initial – high level – programming diagrams to get feed back on option development



SPACE NEEDS ASSESSMENT



PROCESS SUMMARY

We established 3-time horizons

1. IMMEDIATE
2. 5-YEAR
3. 10-YEAR

And evaluated the each spaces:

- A. ADEQUACY
- B. CAPACITY

PROCESS SUMMARY

We established 3-time horizons

1. IMMEDIATE
2. 5-YEAR
3. 10-YEAR

And evaluated each spaces:

- A. ADEQUACY
- B. CAPACITY

DEFICIENCIES SUMMARY

1. OFFICE SPACE SHORTAGE FOR STAFFING NEEDS
2. STAFF SUPPORT SPACE SHORTAGE DUE TO STAFFING NEEDS
 - A. LOCKER ROOMS
 - B. FITNESS
 - C. BREAK AREAS
 - D. NURSING / SLEEPING / MENTAL HEALTH ROOMS
3. EVIDENCE PROCESSING AND STORAGE UNDERSIZED
4. SHORTAGE OF ADEQUATE STORAGE SPACE
5. SHORTAGE OF MAINTENANCE SPACE
6. UNDERSIZED INDOOR PARKING
7. E.O.C. NOT IN READY STATE
8. OVERLAPPING FUNCTIONS (BREAK ROOM AS OBSERVATION)
9. UNDERSIZED TRAINING
10. PARKING LOT CAPACITY
11. *POTENTIAL JDC NEEDS NOT DISCUSSED*

SPACE NEEDS SUMMARY

ADDITIONAL NEEDED BY PERIOD

DESCRIPTION	CURRENT	0 YEARS	5 YEARS	10 YEARS
GOODHUE COUNTY	3,630 ft ²	240 ft ²	520 ft ²	240 ft ²
RED WING	1,798 ft ²	0 ft ²	80 ft ²	120 ft ²
SHARED	20,067 ft ²	4,950 ft ²	0 ft ²	0 ft ²
OTHER	8,561 ft ²	1,583 ft ²	186 ft ²	112 ft ²
OVERALL	34,056 ft ²	6,773 ft ²	786 ft ²	472 ft ²
% INCREASE		19.9%	22.2%	23.6%

% INCREASE IS EXPRESSED AS THE CUMMULATIVE TOTALS OVER THE PERIODS BASED ON CURRENT SQUARE FOOTAGE
DOES NOT INCLUDE SPACE NEEDS FOR A JUVENILE DETENTION CENTER

**WE ARE UNABLE TO MEET THE IMMEDIATE, 5 YEAR OR 10 YEAR NEEDS
WITHOUT ADDITIONAL SQUARE FOOTAGE EITHER ON OR OFF SITE**

OPTION DEVELOPMENT

To meet the space needs at the current facility, we have strategized 4 approach options:

OPTION 1: RELOCATE EOC, DISPATCH AND TRAINING OFF-SITE

OPTION 2: RELOCATE TRAINING OFF-SITE

OPTION 3: BUILDING ADDITION ON-SITE

OPTION 4: RED WING POLICE RELOCATED OFF-SITE

Timeline



September/October 2023 – Email Correspondence

- The City encouraged the County to pursue Option 1 of the study, moving the EOC and dispatch to another site.
 - Option 1 allows the long-term continuation of our mutually beneficial partnership. The City understands that the cost of the EOC and/dispatch would be borne by the County, so that all benefitting parties share in the cost.
 - The County does not believe option 2 or 3 are reasonable as they do not provide adequate space, and a long-term solution.
 - Option 4 is under consideration by the city. We are pursuing an analysis of a site currently owned by the city. Staff is bringing a proposal to start the study this fall. Also proposed a lease extension for 3 years.
- Goodhue County Response to the City’s above email. As far as the study goes, we feel that we should continue working with the City on options. Below are the initial thoughts of this group which represents 2 of the 5 County Commissioners.

Option 1

- Relocate EOC, Dispatch, and Training Off-site. We don’t believe a majority of the Board would want to bond millions to move County staff out of the LEC.

Option 2

- Relocate Training Off-site. The County would be interested in partnering in a training facility, but this does not resolve the joint needs of the City and County.

Option 3

- Building Addition On-Site. A building addition is plausible to the west or south of the facility. Given an adequate financial structure and land acquisition this could resolve the City and County needs. We anticipate this would require bonding and we don’t anticipate a majority of the County Board would take on this entire project without financial participation from the city.

Option 4

- Red Wing Police Relocated Off-site. It is important for the City to explore relocating costs as this would resolve the City and County needs.

- At this time the City of Red Wing requested additional time to review options presented by TSP.

October/November 2023 - LEC Committee Meetings

October
2023

- The City of Red Wing requested time to review the options and information presented by TSP.
- LEC Committee met and provided feedback to TSP regarding the options proposed, the City of Red Wing indicated they are proceeding with an offsite analysis.
- Goodhue County requested a possible option 5 – RWPD in the lower level and Option 6 - to explore ADC space for storage/etc. RW asked for option 5 to not be considered.
- The lease extension was discussed. *At this time, and revisions to the TSP information and the proposed options/scenarios was put on hold until the City of Red Wing completed their off-site evaluation.*

November
2023

- LEC Committee met and discussed the updated space allocations, shifting of some shared space to GCSO and to accommodate the need for a lactation room.
- Discussed the draft lease extension and the City of RW gave a Potter Street facility update and indicated they would reach out to Goodhue County to schedule the next LEC meeting after the Potter Street study was completed.

January 2024 - Lease Extension

- January 2024 – Goodhue County and City of Red Wing approve a two-year lease extension with an option to renew for one year with the following rates.

2024
<ul style="list-style-type: none">• \$267,639• \$19.87 sq/ft.

2025
<ul style="list-style-type: none">• \$312,358• \$23.19 sq/ft.

2026
<ul style="list-style-type: none">• \$363,138• \$26.96 sq/ft.

April 2024

City of RW requested letters of support from Goodhue County to be included with their application to the Rural Development Community Facilities Grant.

- They indicated they are considering a new structure build.
- Goodhue County requested an LEC meeting to be updated on the Potter Street building study and the City's intent moving forward with completing the TSP Space study, also outlined the 4 TSP options and 4 other Goodhue County options via email.
- RWPD on the lower level (this was after hearing the importance and effectiveness of all staff on one location) and GCSO on the main level. Some shared spaces of records, evidence and training could stay as is or training could move offsite. A very rough calculation was done to show that it could happen.
- Exploring options to utilize open space in the Adult Detention Center?
- Discuss what other services could be jointly provided or collocated to ease space concerns at this location.
- Other suggestions - Expand up, south and east?

May & June 2024

May 2024 – LEC Committee met.

- The City of RW shared their intent and process moving forward with a possible site selection and new build.
- RW indicated that a new space study was conducted with BKV Group and their current and future space needs have changed since the incomplete TSP study.
- Goodhue County indicated that we were interested in exploring additional options at the LEC and complete the TSP study, also offered for TSP to work collaboratively with BKV to update information.
- Request for a lease extension option for the year 2027 was requested by the City.

June 2024 - City of Red Wing selects site for future build and approves a block concept design for Police Department and Public Works Facility.

- Goodhue County board gives consensus to add another year to the existing lease for 2027 with the inflationary CPI factor.
- Goodhue County staff meets with TSP to revise data that was collected for GCSO in 2023, in particular the training and evidence areas and requested a simple block concept with a 5th street – ground level entrance for RWPD and GCSO office to be located on the main level of LEC.

Current

- July 2024 – Goodhue County has provided an amendment extension option thru 2027 to the City of Red Wing. City of Red Wing shared the following information with their intent from the RW Police Facility Ad-Hoc Committee:

Review and accept an additional amendment to the LEC lease for an additional year.

Start the block concept and work with BKV for the Public Works space study.

Wait until the block concept is completed so that the committee may review the numbers associated with space and cost.

Once the Red Wing committee reviews the block concept data meet with the LEC Committee as a whole regarding the LEC options.

Lease/Financials

- July 2001 - Amended Joint Powers Agreement for Construction/Operation of Law Enforcement Center
 - The City would contribute \$1,000,000 for a fifteen-year initial lease and agreed to share maintenance and custodial expenses at a divided pro-rata based on square footage occupied, which at the time was set at 16%.
- January 1, 2014 – December 31, 2023 LEC Office Space Lease
 - Term of the LEC Office Space Lease January 1, 2014 - December 31, 2023 - In this agreement, the rent amount was inclusive of all utilities, custodial services, building/grounds maintenance and capital expenditures. The amounts were specified in the agreement from 2014-2020 with 2021-2023 automatically adjusted by the previous year's annual average percentage change in the CPI-W as reported by the US Department of Labor, Bureau of Labor Statistics.
- January 1, 2024 – December 31, 2026 – Amendment #1 to the LEC office Space Lease

2024	2025	2026
<ul style="list-style-type: none">• \$267,639• \$19.87 sq/ft.	<ul style="list-style-type: none">• \$312,358• \$23.19 sq/ft.	<ul style="list-style-type: none">• \$363,138• \$26.96 sq/ft.

*City of RW has requested an additional year (2027) which has been drafted to include the inflationary CPI factor and sent to them for review.

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Natural Gas	6,554.77	5,456.99	8,047.31	3,739.96	2,526.00	2,003.05	2,599.18	2,791.90	3,069.97	3,353.62	4,944.35	7,404.86	52,491.96
Electricity/Solar	-	5,209.69	5,764.29	8,631.71	13,621.99	11,801.00	14,164.65	17,746.99	15,433.16	11,844.04	7,704.95	8,068.39	119,990.86
Water/Sewer	-	4,400.64	2,732.46	2,511.44	2,727.95	2,555.67	2,950.78	4,219.12	4,880.56	8,898.07	180.00	4,225.20	40,281.89
Garbage	-	153.64	153.99	153.99	153.99	163.99	153.99	153.99	153.99	307.98	-	153.99	1,703.54
Total													214,468.25

2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Natural Gas	11,533.35	15,663.25	15,492.08	8,868.22	7,645.16	6,138.44	8,173.56	6,247.93	7,069.62	7,890.24	6,850.31	8,040.62	109,612.78
Electricity/Solar	7,690.69	6,217.45	10,887.57	9,915.47	11,358.61	5,693.04	21,487.84	17,388.61	15,990.77	17,163.87	14,096.87	12,098.94	149,989.73
Water/Sewer	3,424.54	2,169.98	2,442.30	2,795.61	2,537.09	2,588.39	2,729.15	4,191.18	5,659.92	5,211.44	5,640.02	7,506.36	46,895.98
Garbage	153.99	153.99	195.30	634.30	165.30	165.30	212.10	163.30	165.30	165.30	165.30	330.60	2,670.08
Total													309,168.57

Annual Facilities Operating Expenses	2022 Actual	
	Total *	City
Natural Gas (LEC/ADC/JUS) 190,411 SF @ \$.576/FT ²	19,288.51	8,694.43 *
Electricity/Solar (LEC/ADC) 121,000 SF @ 1.24/FT ²	41,523.88	18,718.97 *
Water/Sewer (LEC/ADC/JUS) 190,411 SF @ .246/FT ²	8,237.80	3,713.60 *
Garbage	2,670.08	1,203.67
State Boiler Registration	20.00	9.02
State Elevator Licenses	150.00	67.62
Contracts: HVAC/Boiler/Chiller/Elevator/Fire/Grounds	32,323.50	14,571.43
Machinery/Equipment Maintenance	6,720.98	3,029.82
Building Maintenance	19,251.61	8,678.63
Grounds Maintenance (LEC/ADC) 121,000 SF @ .033/FT ²	1,105.07	498.17 *
Entrance Mats	327.80	147.77
Custodial Supplies	4,236.45	1,909.79
Chemicals: hydronic sys. treatment/softener salt	3,289.60	1,482.95
MCIT Bldg Insurance (LEC/ADC) 121,000 SF @ 0.582/FT ²	19,489.43	8,785.84
General Supplies	1,073.72	484.03
Lights	161.16	72.65
Diesel Fuel: Emergency Generator/Boilers	2,039.80	919.54
FM Tech 1: Salary + Benefits	67,698.07	30,518.29
FM Tech 2: Salary + Benefits	92,476.26	41,688.30
FM Tech 1 & 2 Overtime	3,109.05	1,401.56
Phones	5,111.11	2,304.09
Total Operating Expenses	330,304	148,900
Improvements/Replacements/Repairs	98,430	44,368
Overhead @ 10%	42,873	19,325
Annual LEC Costs	471,607	212,594

* These items are pro-rated for LEC only square footage.

Replacements and Repairs within 5 years	
Boiler Plant Replacement (\$788,000 total cost)	138,569.21 *
EOC UPS System Replacement	39,000.00
LEC Carpet	108,000.00
Lot Striping/Curb Painting	10,300.00
Brick Tuckpointing/Expansion Joints	54,000.00
Lintel Re-painting	15,400.00
Door Frame/Jamb Replacements - exterior	5,400.00
Window Caulking - exterior	17,000.00
Chiller/Pumps Replacement (\$594,000 total cost)	104,479.44 *
Replacements and Repairs within 5 years	492,148.65
Avg Annual Replacements and Repairs	98,429.73

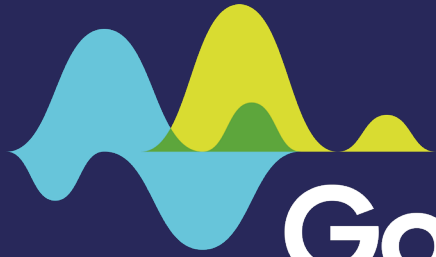
Jurisdiction	Difference	Agreed 11/19/2023		TSP Maps 12/7/2023	
		Sq. Ft.	% of Use	Sq. Ft.	% of Use
Goodhue County	1,726	18,653	55.70%	16,927	55.69%
City of Red Wing	1,365	14,835	44.30%	13,470	44.31%
Totals	3,091	33,487	100.00%	30,396	100.00%

	LEC Committee 11/19/2023 Meeting Agreed Upon Lease Rates			Updates per TSP Maps 12/7/2023 Rates per Executed Agreement		
	2024	2025	2026	2024	2025	2026
Gross	\$ 294,762	\$ 344,012	\$ 400,000	\$ 267,639	\$ 312,358	\$ 363,138
Per Sq. Ft.	\$ 19.87	\$ 23.19	\$ 26.96	\$ 19.87	\$ 23.19	\$ 26.96

Lease Rates Financials

2022 Numbers
Lease Amount Paid - \$144,398





**Goodhue
County**
MINNESOTA

Questions / Discussion