



Forest Grove Police Facility Work Session

Paul Downey, Administrative Services Director

Janie Schutz, Police Chief

Jesse VanderZanden, City Manager

January 14, 2019

Purpose

- The purpose of tonight's presentation is to provide information on the polling results, concept design used for cost estimate, facility costs, debt service costs, and a timeline if a bond request is submitted to voters in May 2019.
- Another work session has been scheduled for January 28, 2019, for Council discussion on information presented at tonight's meeting and any information requested as a result of tonight's work session.

Timeline – May 2019 Ballot

- January 14 and 28 – Council work sessions to discuss police facility. If directed by Council, staff will begin preparation of Ballot Measure.
- **February 25 – Last Council meeting to approve Ballot Measure to be filed with County elections to meet March 21 filing deadline.**
- March 6 – City Recorder files Notice of Measure in the News-Times which starts the seven-day period for a citizen to appeal the Ballot Title.
- March 13 – Seven-day appeal period expires. If no appeal, City can file the Ballot Measure with the County Elections Official. Would file Ballot Measure the next day. County will assign Measure Number at time of filing.
- March 21 – Last day to file Ballot Measure with County.
- May 1 – First day ballots can be mailed.
- May 21 – Ballots due to County.

Timeline – November 2019 Ballot

- June 28 or July 8– Council work session to discuss police facility. If directed by Council, staff will begin preparation of Ballot Measure.
- **August 12 – Last regularly scheduled Council meeting to approve Ballot Measure to be filed with County elections to meet August 5 filing deadline.**
- August 21– City Recorder files Notice of Measure in the News-Times which starts the seven-day period for a citizen to appeal the Ballot Title.
- August 28 – Seven-day appeal period expires. If no appeal, City can file the Ballot Measure with the County Elections Official. Would file Ballot Measure the next day. County will assign Measure Number at time of filing.
- September 5 – Last day to file Ballot Measure with County.
- October 15 – First day ballots can be mailed.
- November 5– Ballots due to County.

Polling

- City hired Campbell DeLong Resources, Inc. (CDRI) to do a voter survey for a 2019 Police Facility Bond.
- Martha DeLong is at tonight's meeting to present the results of the polling along with her conclusions and recommendations. Her presentation is included as part of the Council packet.

Polling Results Presentation

Cost Estimates

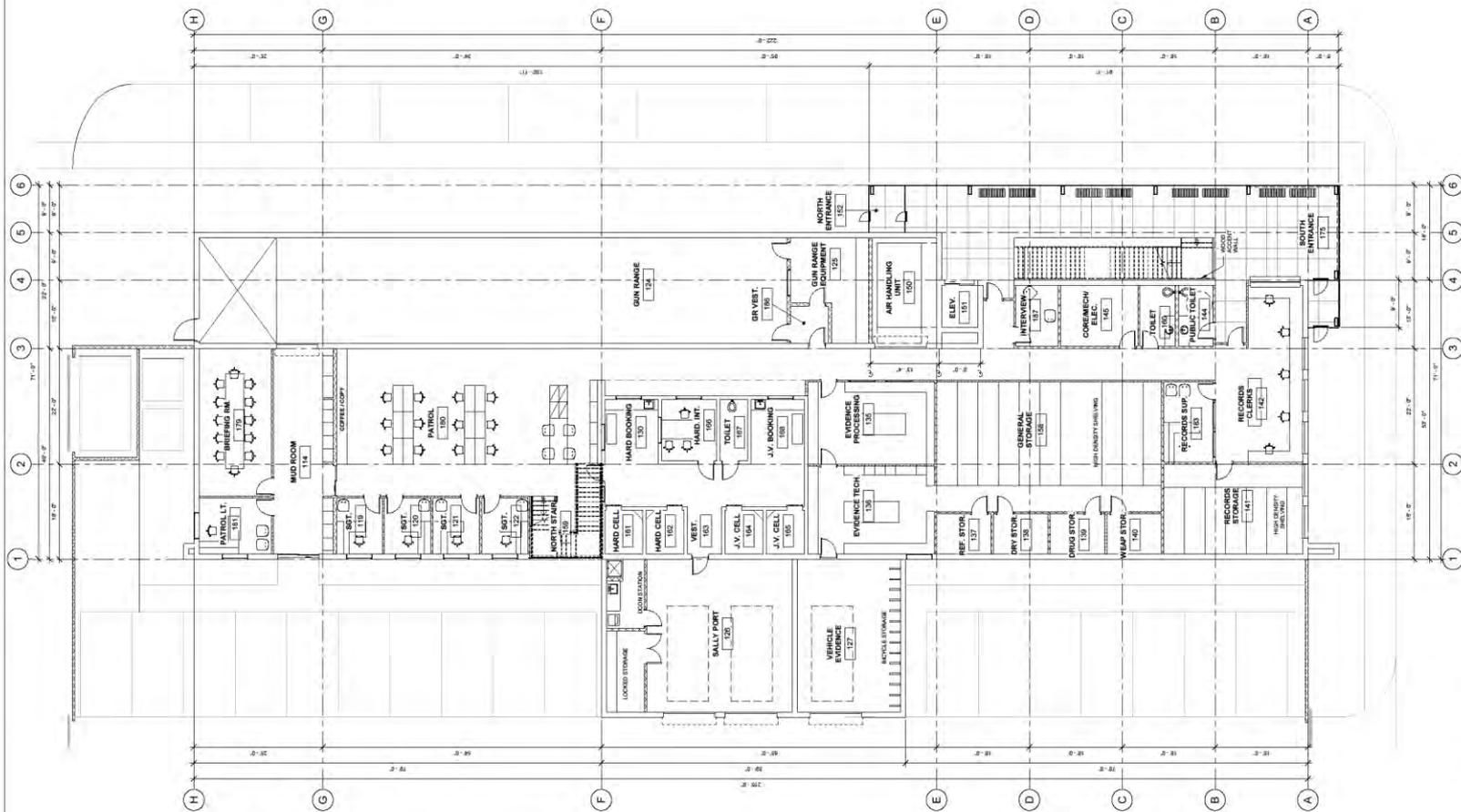
- Mackenzie hired Rider Levett Bucknall (RLB) to do a cost estimate based on the latest site, exterior, and interior concept designs. RLB estimated building and site costs. Staff had to add estimated remaining soft costs to determine total estimated cost.
- Staff and representatives from Mackenzie will discuss the cost estimate for the building at the work session. Staff will discuss the total estimated project costs and how those costs were developed.
- Estimator used construction costs as of December 2018 and included margins (contractor overhead and profit) in the estimate. Costs also assume project will be a hard bid project.
- The next three slides show the exterior and interior concepts that was the basis for the cost estimate. The designs will not be discussed at tonight's work session.



FOREST GROVE POLICE - CONCEPT RENDER

2150595.00





1. DESIGN FLOOR PLAN - LEVEL 1
(100' = 1" @ 11/12/18)

Cost Estimator's Estimate

Police Facility Building and Site Cost Estimate

Based on 25,481 Sq. Foot Building

Construction:

Building		13,131,271
Sitework		<u>1,760,001</u>
Estimated Direct Building & Site Costs	Note 1	<u>14,891,272</u>
Additional Cost Estimator Contingencies:		
Market Volatility	3%	446,738
Escalation to 3Q 2020	8.8%	<u>1,303,731</u>
Total Add'l Contingencies		<u>1,750,469</u>
Estimated Total Construction		<u>16,641,741</u>

Note 1 - Includes 12% Design Contingency

Total Estimated Costs

Total Estimated Costs for Police Facility

Based on 25,481 Sq. Foot Building

Estimated Total Construction		16,641,741
Owner's Construction Contingency	4%	<u>665,670</u>
Building Total with Owner's Contingency		17,307,411
Remaining Architect Fees		889,170
Estimated Permit Fees		124,650
Estimated Sewer SDC		16,950
BOLI Fee		7,500
Survey, Geotech, Spec. Inspections		20,000
Bond Issuance Costs	2%	<u>293,851</u>
Total Costs		<u>18,659,532</u>

Estimate Assumes No TDT and No Reimbursement for Land Purchase

Debt Service Assumptions

- Assumes issuing bonds to pay all project costs except reimbursing General Fund for purchase of the site.
- Assumes repayment of the bonds over 20-year period using 4.75 as total interest rate
 - Bonds may actually be over a 21-year period depending on the timing of when bonds are issued compared to when taxes are received.
- Assumes a level tax rate to repay the bonds over the 20-year period
 - Two repayment methods for bonds
 - Level rate – rate taxpayer pays stays the same over the life of bond and debt service payments increase over time. Increase in assessed value funds the increasing debt service. Total repayment costs are \$1.4 million higher with level rate method over the life of the bond compared to the level debt service method.
 - Level debt service – debt services remains the same over the life of the bonds and the rate the taxpayer pays decreases over time due to allowable increase in assessed value.

Debt Service Costs

- Applying the assumptions on the previous page results in a tax rate of \$0.68 per \$1,000 of assessed value to pay the principal and interest for the bonds over a twenty year period.
 - If the City Council wants to reimburse the General Fund for the site purchase with bond funds, the rate would increase to \$0.70 per \$1,000 of assessed value.

Costs to SFR Taxpayer

- The estimated costs for a single-family residence (SFR) using the average assessed value of \$221,962 for the 4,858 SFRs in Forest Grove on the FY 2018-19 County Tax Roll.
- Rounded to \$222,000 for purposes of the determining costs to average SFR assessed value.

Costs to SFR Taxpayer

- First year estimated debt service costs for a SFR with average assessed value of \$222,000 would be:

				Rate per	Taxes on
				\$1,000 AV	Avg. SFR AV
Level Rate Repayment Method:				Rate	Cost
	No Land Purchase Reimb.			0.68	\$ 151
Level Debt Service Repayment Method:					
	No Land Purchase Reimb.			0.88	\$ 195

Costs to SFR Taxpayer

- Year 20 estimated debt service costs for a SFR with 3% per year increase in assessed value (\$401,000 in Year 20) would be:

				Rate per	Taxes on
				\$1,000 AV	Avg. SFR AV
Level Rate Repayment Method:					
No Land Purchase Reimb.				0.68	\$ 273
Level Debt Service Repayment Method:					
No Land Purchase Reimb.				0.50	\$ 201

Compare Costs to Polling Questions

- Current Estimated Cost is \$18,660,000 compared to estimated costs in polling question of \$17,500,000.
- Actual average assessed value is \$222,000 compared to average assessed value of \$250,000 used in polling question.
- Poll question used a rate of \$0.79 per \$1000 of assessed value and first-year cost to an average SFR of \$197 per year used the level debt service repayment method.
 - Using the level debt service repayment method with current estimated costs results in an estimated rate of \$0.88 per \$1,000 of assessed value and first-year cost to an average SFR of \$195.
 - Using the level rate repayment method with current estimated costs results in an estimated rate of \$0.68 per \$1,000 of assessed value and first-year cost to an average SFR of \$151.

Re-Use of Current Facility

- A committee composed of most City department heads and other staff have met twice to discuss potential re-uses of the current police facility. Most recent meeting was on January 6, 2019.
- Current recommendation is that the facility be refurbished to house the Engineering and Community Development Departments which require about the same square footage as the main floor of the current police facility. Potential resources are available to do the refurbishing without having to add to a bond for a new police facility.
- This recommendation accomplishes two items: 1) co-locates two departments that interact frequently; and 2) addresses space issues in City Hall.

Discuss Next Steps

- Work session on January 28
 - Staff will bring information on public education process including draft informational material developed.
 - Purpose – opportunity for Council discussion about:
 - Concept Design
 - Costs
 - Polling
 - Bond Referral
 - What additional information does the City Council want?



THE END

This page is intentionally blank.

Forest Grove 2019 Police Facility Bond Voter Survey

Survey research conducted
November/December 2018



METHODS

➤ **Objectives:**

- ✓ Assess level of support for bond measure to build new police facility
- ✓ Identify how best to communicate the bond's benefits to voters

➤ **Methodology:** Telephone interviews with registered voters. Quota set to ensure minimum 50% cell phone interviews

➤ **List source:** Registered voters in Forest Grove. Additional list matching to ensure up-to-date list

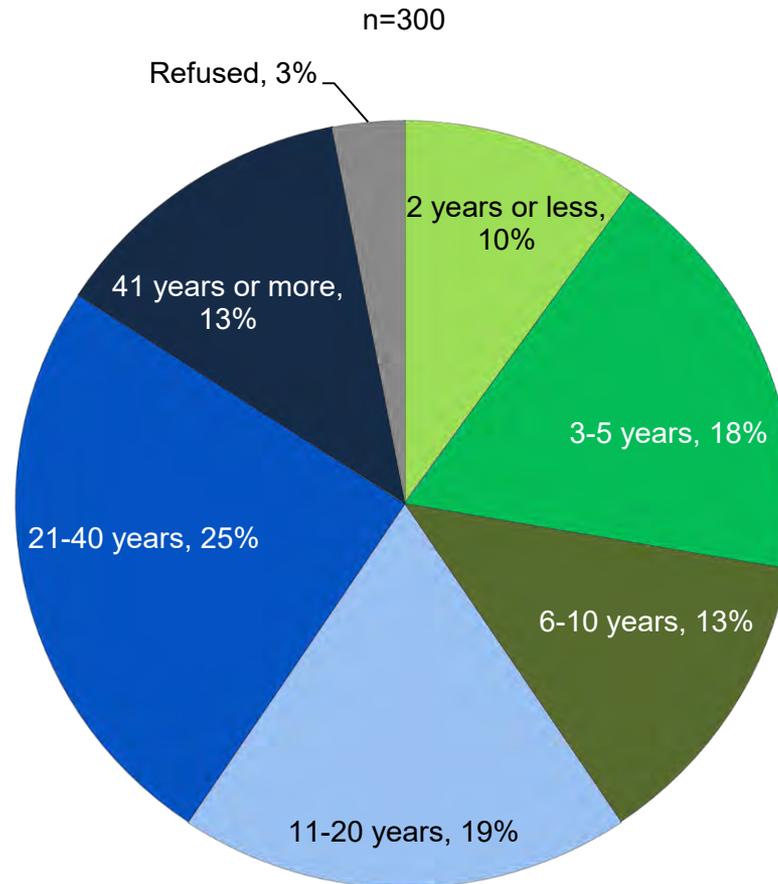
- **Sample size:** 300. Worst-case reliability of $\pm 5.6\%$
- **Respondent criteria:**
 - ✓ Lives in Forest Grove
 - ✓ Self-described as voter who typically votes in virtually *every* election, no matter what's on the ballot
 - ✓ 50/50 male/female
- **Timing:** Interviews conducted November 27 – December 11

RESEARCH RESULTS

RESPONDENT DEMOGRAPHICS

Many frequent voters are longtime Forest Grove residents. Average is 24 years

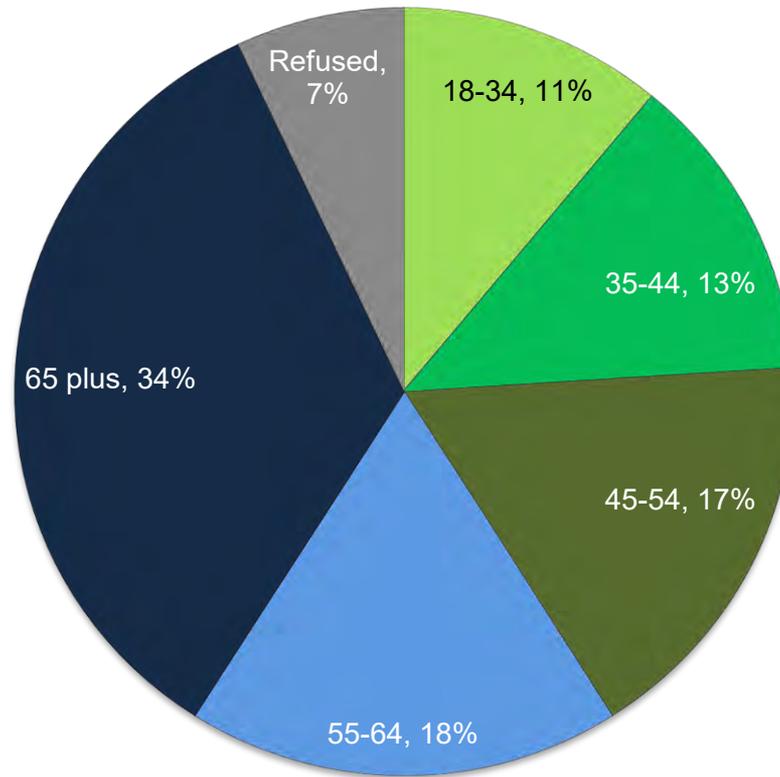
Q: How long have you lived in the City of Forest Grove?



Frequent voters are also older. Average age is 60

Q: What is your age, please?

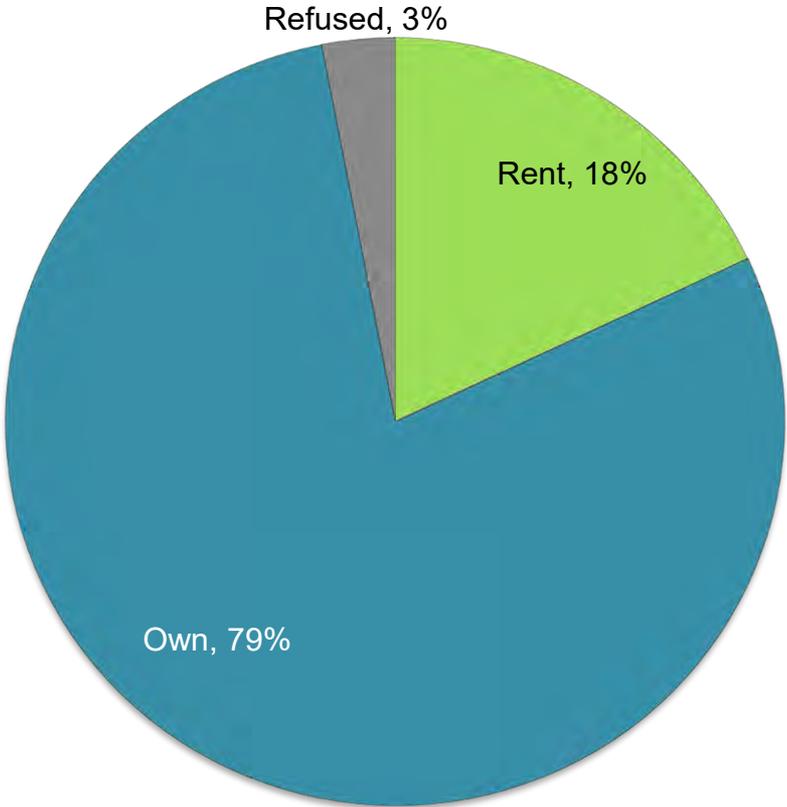
n=300



Frequent voters are typically homeowners

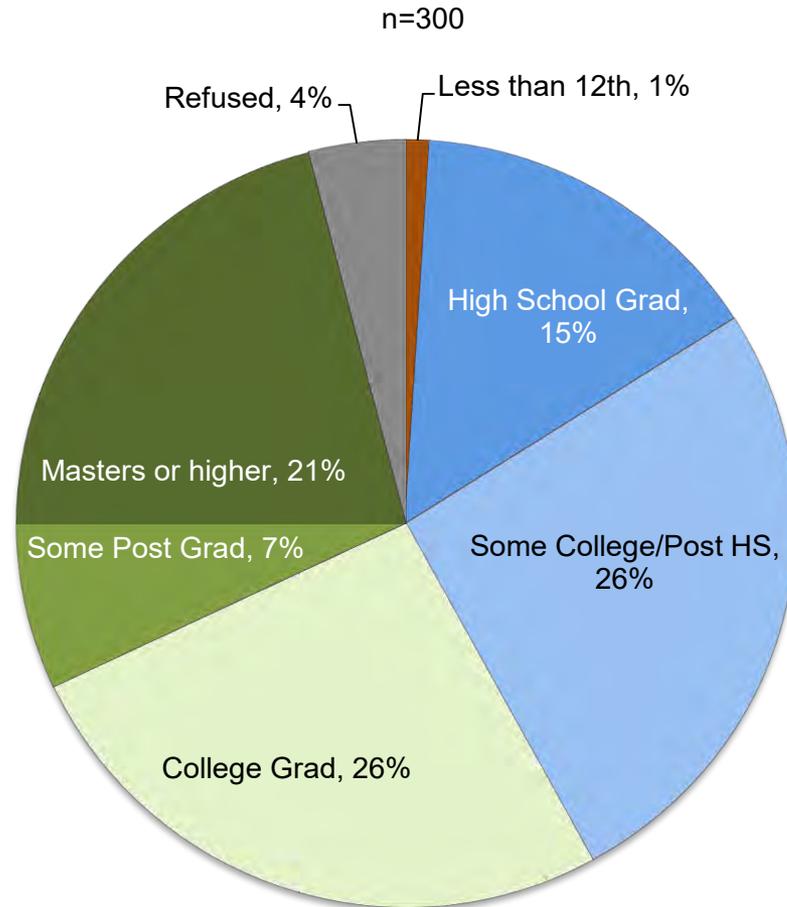
Q: Do you rent or own your current home?

n=300



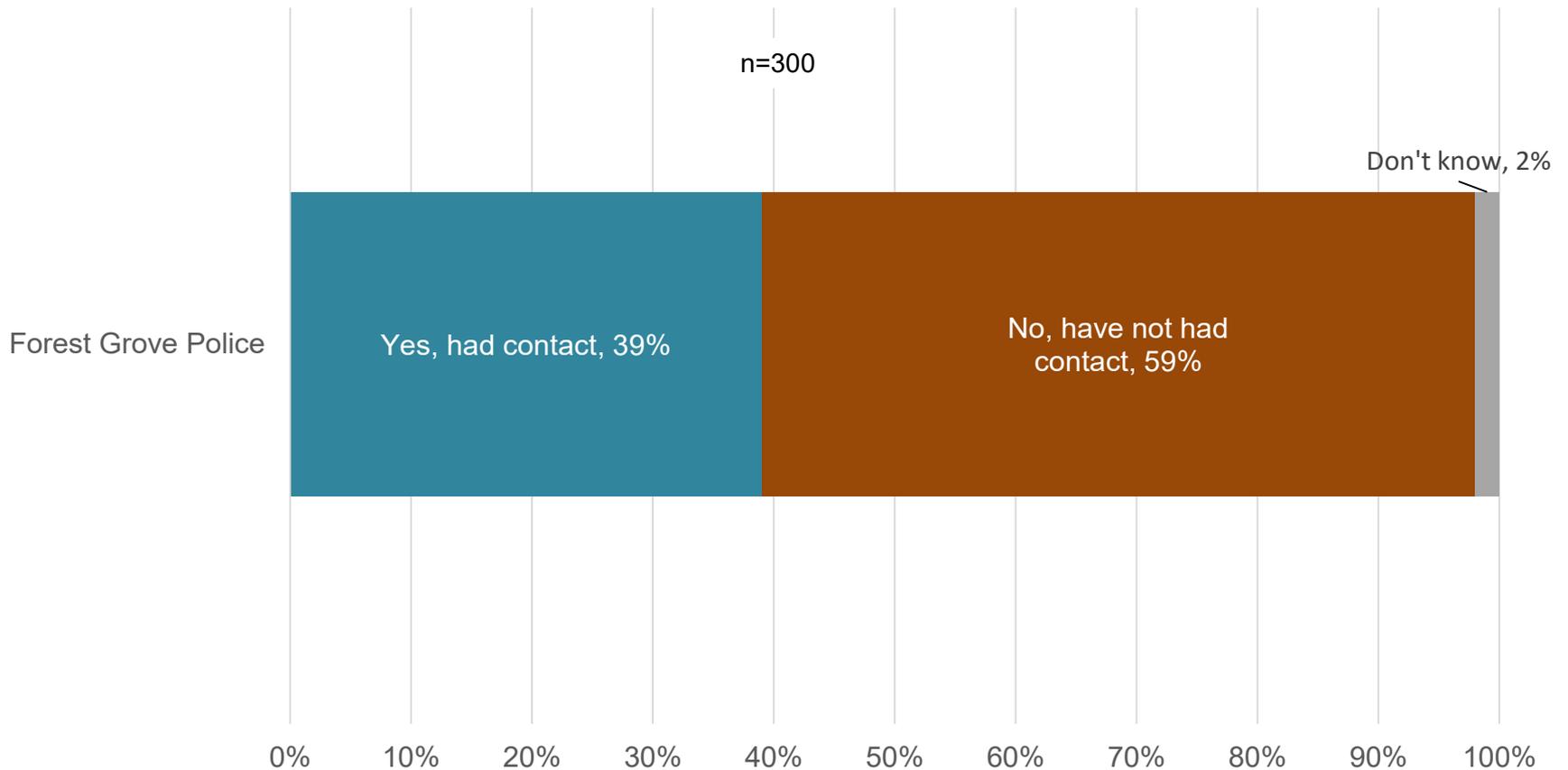
Frequent voters are relatively well-educated. Over half have at least a college degree

Q: What is the last year of education you had the opportunity to complete?



About 4 in 10 have interacted with Forest Grove police in the last year

Q: In the past year, have you or any member of your household had contact with the Forest Grove police for any reason?



- Those with contact more likely to be:
- ✓ **Male.** 44% of men have had contact versus 33% of women
 - ✓ **Younger.** 47% of those under 65 have had contact versus 28% of those 65+
 - ✓ **Homeowners.** 42% of homeowners have had contact versus 31% of renters
 - ✓ **Without a college degree.** 44% without a college degree have had contact versus 36% of those with degree

REACTION TO POLICE FACILITY BOND REQUEST

THREE VOTING QUESTIONS

- *If the election were held today, would you vote “yes” for the police facility bond measure or “no” against the bond?*
- **If “don’t know:”** *If you had to make a decision today, would you say you are leaning toward voting for or against the bond measure?*
- **If “yes:”** *How strong is your support for the police facility bond measure?*

INITIAL “ASK” WORDING

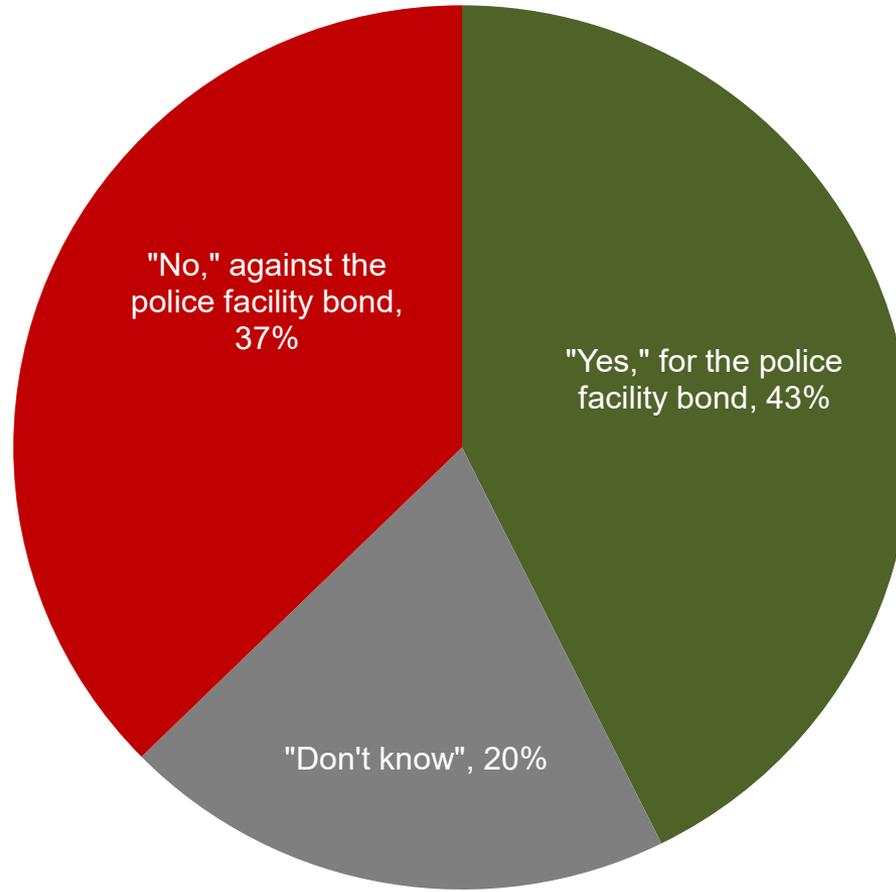
The City of Forest Grove is considering asking voters at the May 2019 election to approve a 20-year, \$17.5 million bond to fund a police facility that would help ensure the City is able to meet the community’s needs for the next 40 years.

A “yes” vote would result in a property tax rate of \$.79 per thousand of assessed, not market, property value for the first year of the bond. For property assessed at \$250,000, about average for residential property in the city, the cost would be about \$197 per year.

If the bonds are approved they will be payable from taxes on property ownership that are not subject to the limits of sections 11 and 11B in Article 11 of the Oregon Constitution.

Initial support for the police facility bond is well under 50%

n=300



- Voters more likely to initially indicate they would vote “yes” include:
 - √ **Women.** 51% for women, 36% for men
 - √ **Those with a college degree.** 47% for those with a college degree, 38% for those without. (Difference is significant at 90% confidence level, not industry standard 95% confidence level)
 - √ **Renters.** 51% if voter rents their home, 42% if they own their home. (Difference is significant at an 85% confidence level)

➤ No statistical difference by whether or not they have had contact with Forest Grove Police

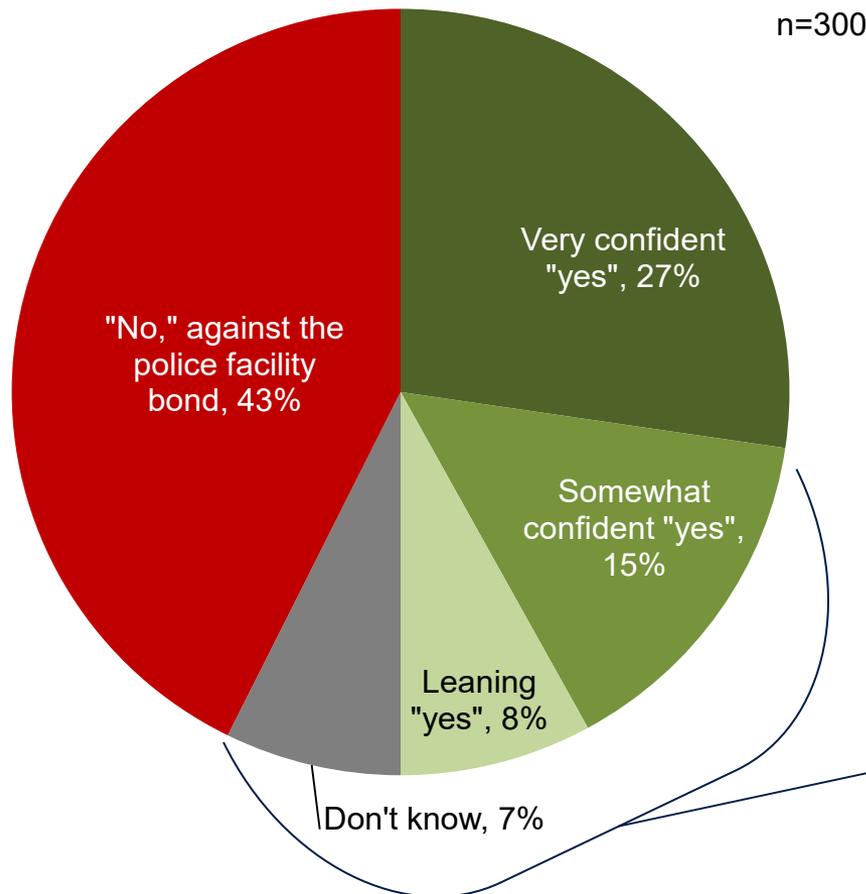
√ 41% “yes” with contact

√ 44% “yes” if no contact

Follow-up question wording

- **If “*don’t know*” to initial question:** *“If you had to make a decision today, would you say you are leaning toward voting for or against the police facility bond?”*
- **If “*yes*” to initial question:** *“The election is planned for May 2019, about six months away. How strong is your support for the City of Forest Grove’s police facility bond? Would you say you are very confident, somewhat confident, or not confident that you will vote for this bond in May 2019?”*

Only about one-quarter are “*very confident*” they will support the police facility bond in May; 3 in 10 are Fence Sitters



Fence Sitters are Voters who may support the bond, but are not firmly committed to a “yes” vote, so may change mind. Getting information to **Fence Sitters** typically key to success

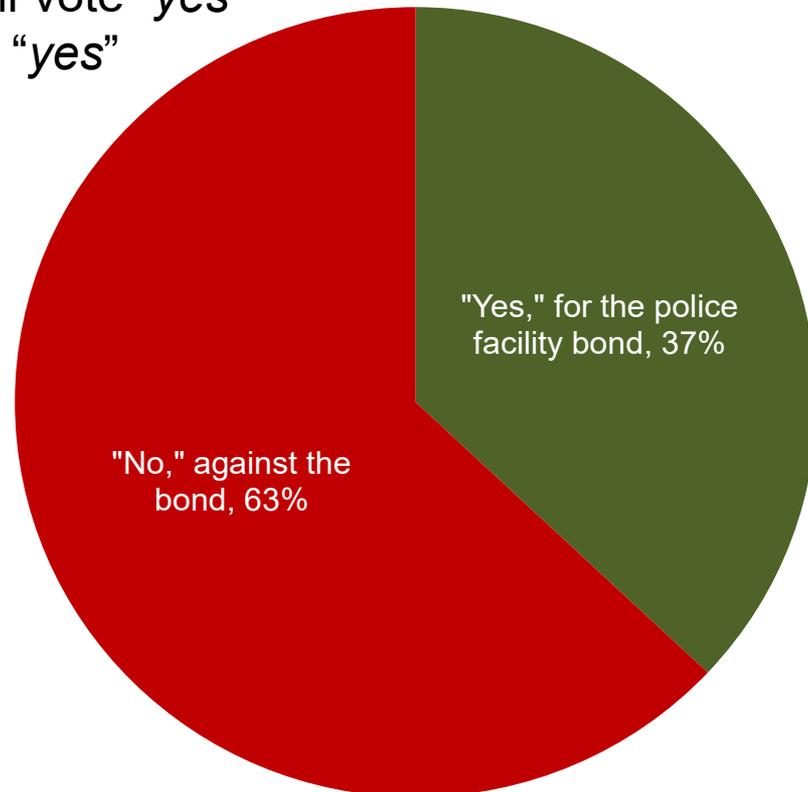
Fence Sitters = 30%
Somewhat confident (15%) +
Leaning “yes” (8%) +
Don’t know (7%)

Projection indicates a police facility bond would not pass at this time

Projection Assumptions:

√All “*very confident*” voters (27%) will vote “yes”

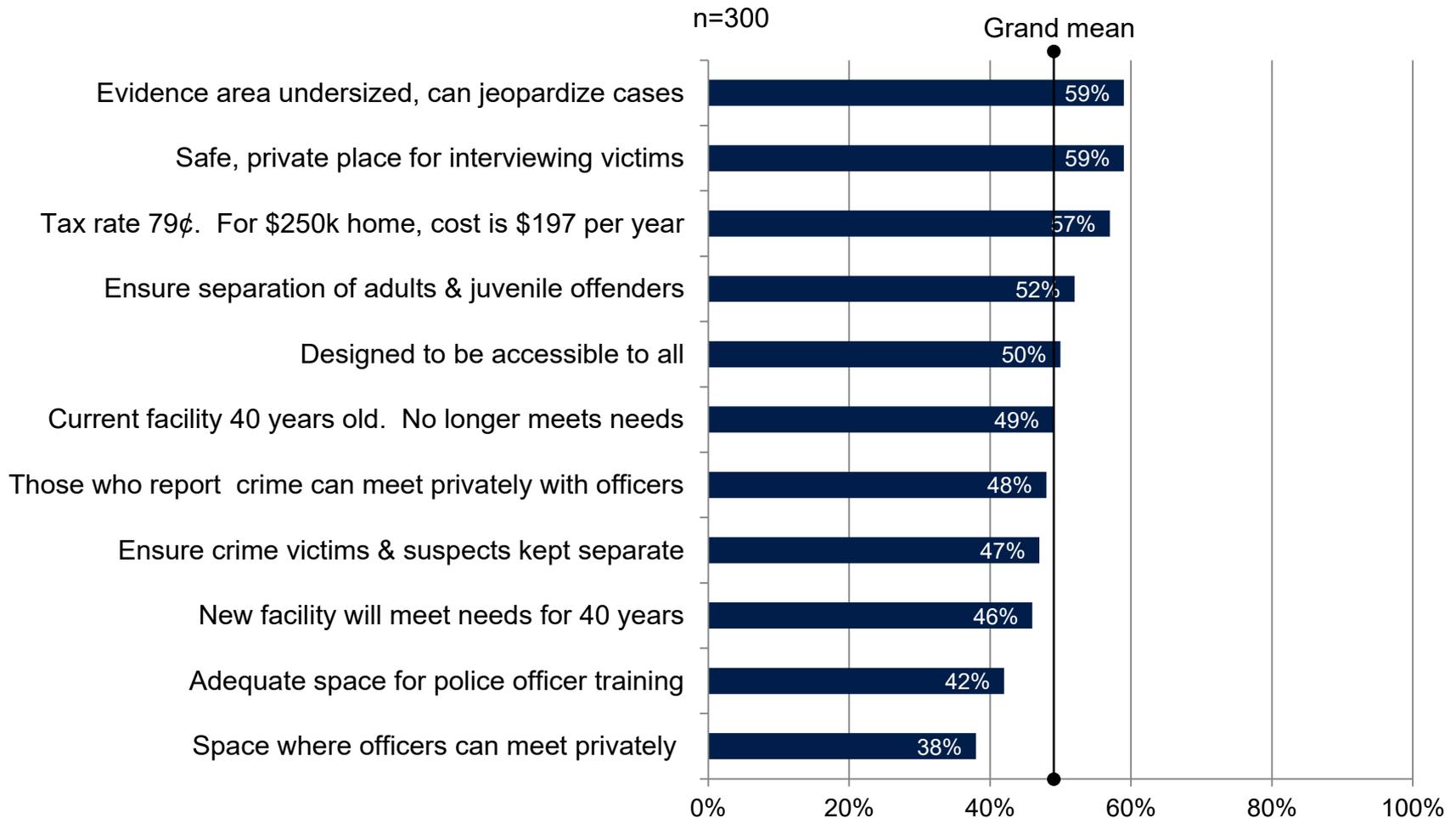
√1/3 of Fence Sitters (10%) will vote “yes”



REACTION TO FACTS ABOUT THE PROPOSED POLICE FACILITY BOND

➤ *Now I am going to read you a series of factual statements regarding the City of Forest Grove's proposed police facility bond. Regardless of how you currently believe you will vote on the bond, please rate how useful the information seems to you in clarifying how you will vote. For each statement please tell me whether it is very useful, somewhat useful, or not especially useful information regarding the bond*

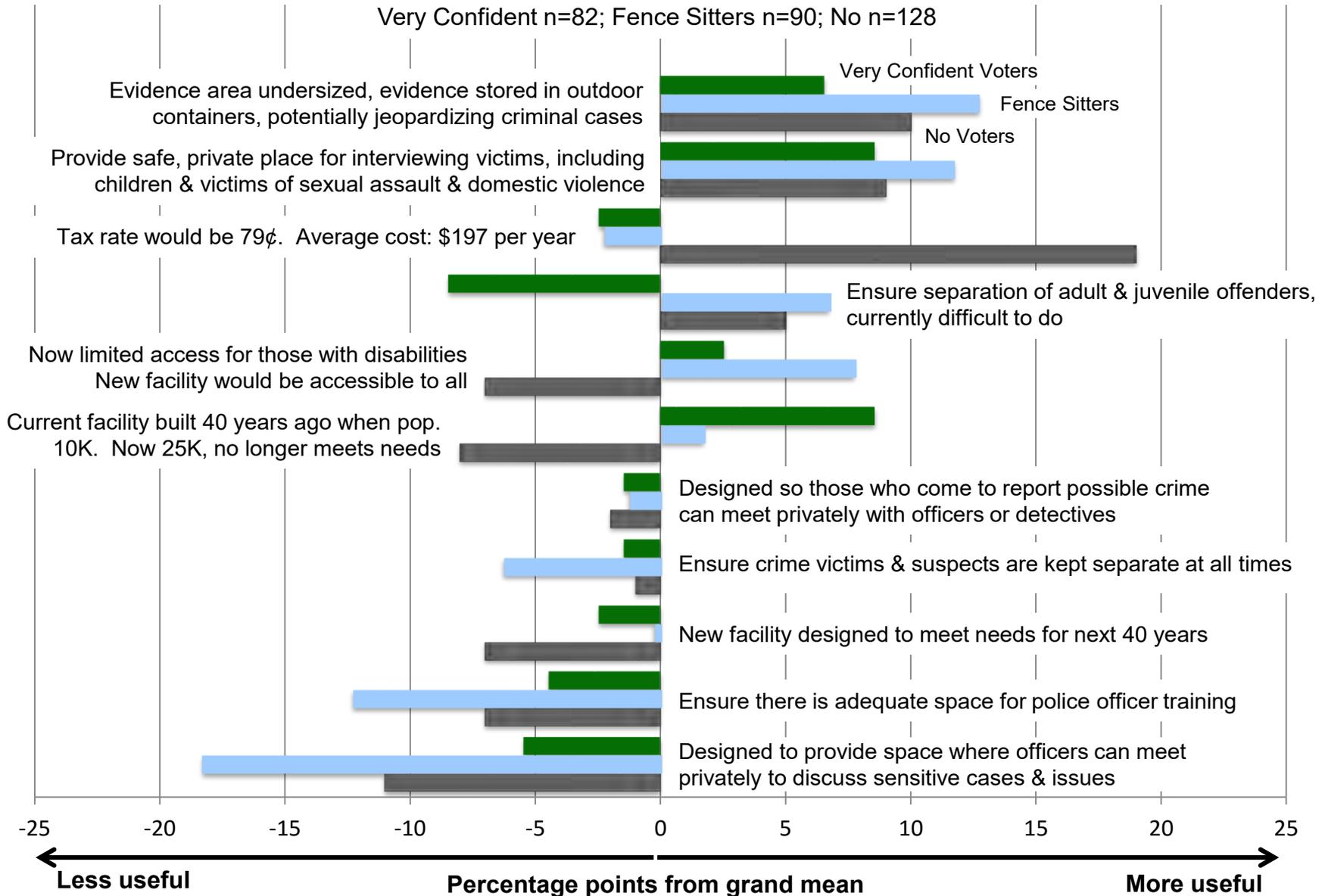
Most useful facts: Problems with evidence processing area, private space for victims, cost



Normalize data to identify key messages

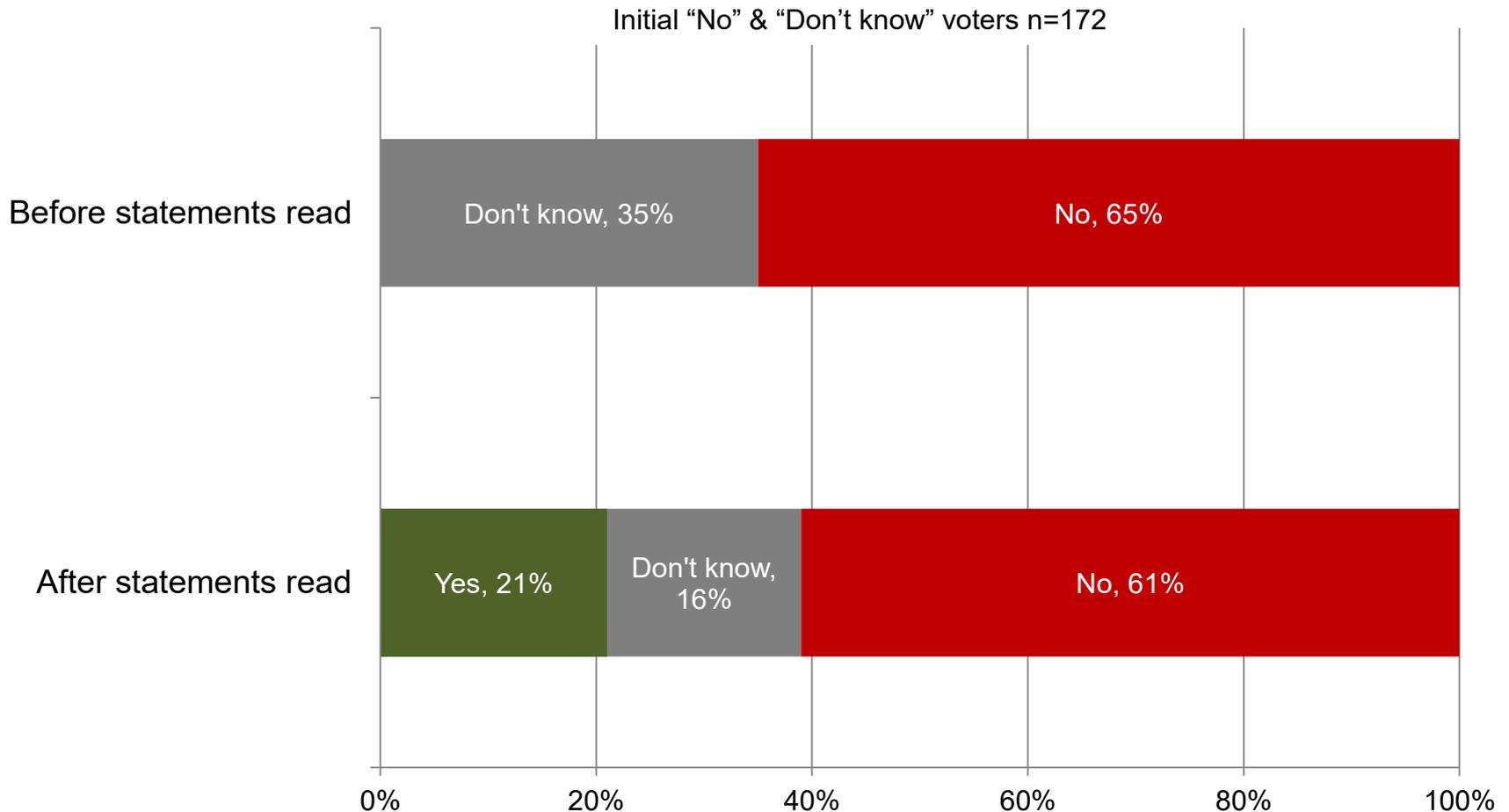
- Tendency for individuals or groups to rate all items higher or lower. Grand mean of *very useful* ratings by segment:
 - ✓ Very Confident (75%), Fence Sitters (54%), No (30%)
- To address issue, normalize data. 2 steps:
 - ✓ Determine “*grand mean*” – average of averages – for each segment
 - ✓ Determine how far above or below each statement’s rating is from grand mean
- Higher *above* grand mean, more important to communicate.

Normalized data show results by key segments



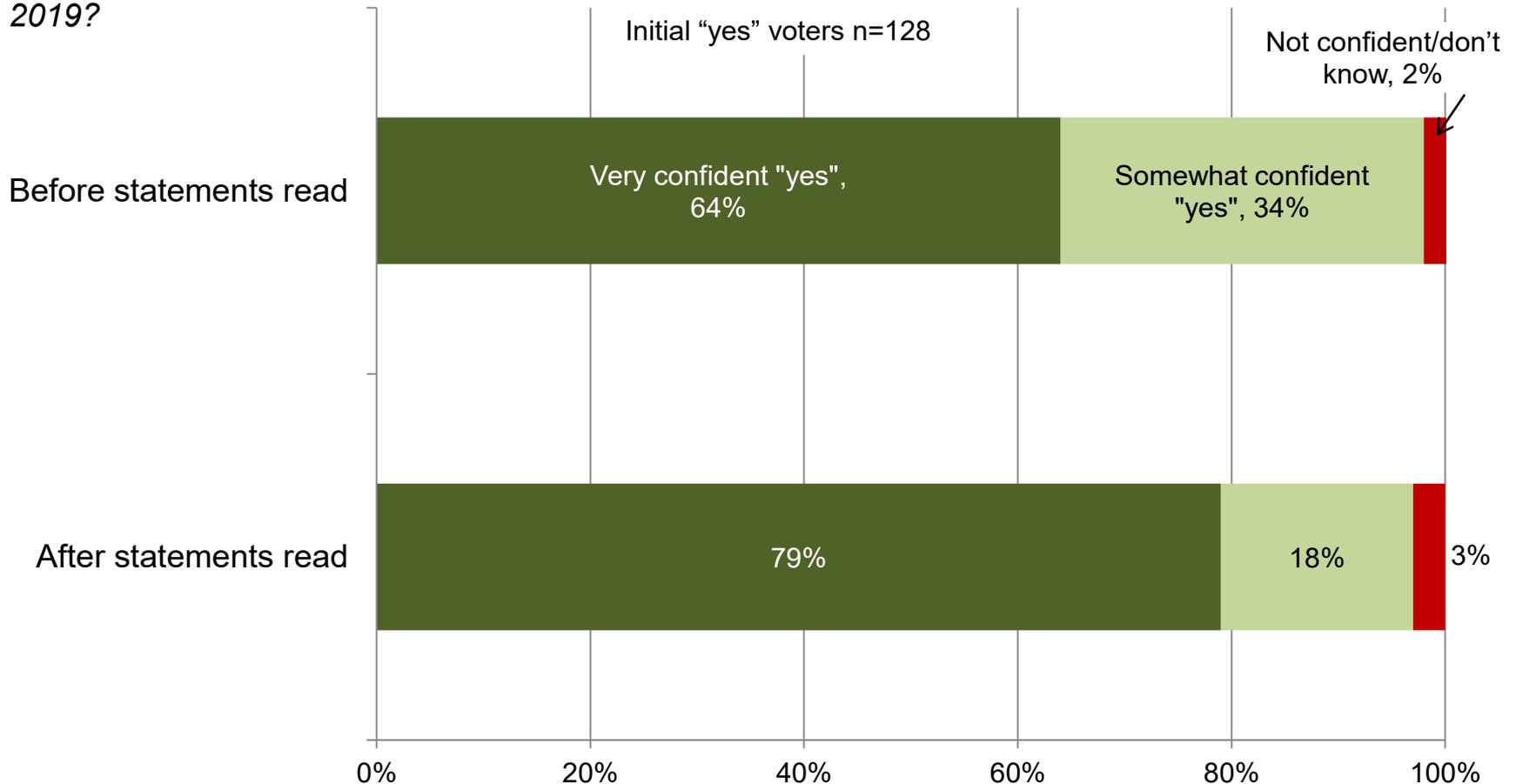
Facts change the minds of a few “No” & “Don’t know” Voters

Q: As I noted before, all of the statements I just read are true. Now that you have been provided with this information, if the election were held today, would you vote “yes” for the City of Forest Grove’s police facility bond or “no” against the bond?



After hearing facts, “Yes” Voters significantly more likely to be “very confident” of vote

Q: As I noted before, all of the statements I just read are true. Now that you have been provided with this information, if the election were held today, would you say you are very confident, somewhat confident, or not confident that you will vote for the City of Forest Grove’s police facility bond in May of 2019?



KEY CONCLUSIONS & RECOMMENDATIONS

- Passage of a bond to fund a new facility for Forest Grove police will be difficult
 - √ Similar to last spring's focus group participants, voters surveyed display a lack of understanding of what happens at a police facility & why Forest Grove needs a new one.

- Success will be possible only if there is a substantial effort to educate voters, particularly “fence sitters”, but also “no” voters
 - ✓ City – both elected officials & staff – must be unified in the need for the police facility bond
 - ✓ Police staff must be willing to support the effort
 - ✓ Whether or not there is any organized opposition will also impact the result.

Messaging

- Two statements stand out as useful to all voter segments:
 - ✓ *The current police facility's evidence processing area is undersized and evidence is often stored in outdoor portable containers that are not climate controlled, a situation that can potentially jeopardize criminal cases*
 - ✓ *The new police facility would be designed to provide a safe, private place for interviewing victims, including children and victims of sexual assault and domestic violence.*

- Fence sitters especially also want to know:
 - √ *The new facility would be designed to ensure separation of adult and juvenile offenders, something that is currently difficult to do*
 - √ *The current facility has limited accessibility for those with physical disabilities. A new facility would be designed to be accessible to all community members.*

- Communications efforts that include examples illustrating these four messages will be more effective in helping voters understand the need for a new police facility.

- Cost, cited as \$197 per year for the average home, is of particular importance to “no” voters
 - √ Given the size of the no vote, some “no” voters will likely need to change their minds for the bond to pass
 - √ As a result, reducing the cost to taxpayers may be necessary to achieve a positive result.

For answers to questions or
more information, contact:

Campbell DeLong Resources, Inc.

Martha DeLong, Research Director
(503) 221-2005, ext. 208
e-mail: MarthaD@cdri.com



A place where families and businesses thrive.

<i>CITY RECORDER USE ONLY:</i>	
AGENDA ITEM #:	
MEETING DATE:	1A
FINAL ACTION:	

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *January 14, 2019*

PROJECT TEAM: *Anna Ruggles, CMC, City Recorder*

SUBJECT TITLE: *Council President Election*

ACTION REQUESTED:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Order	<input checked="" type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Informational
--------------------------	------------------------------------	--------------------------------	--	--	--

X all that apply

ISSUE STATEMENT:

Mayor and three Council seats were on the ballot at the General Election, held on Tuesday, November 6, 2018. Mayor Peter Truax was reelected and Councilors Thomas Johnston, Ronald Thompson and Malynda Wenzl were reelected. Oaths of Offices were administered on November 26, 2018.

Pursuant to City Charter, Section 9, Council President, and Council Rules of Procedure, Section 4.2, *at the first meeting of each year* (as opposed to every election), the Council must elect a President from its membership. The President presides in the absence of the Mayor and act as Mayor when the Mayor is unable to perform mayoral duties. In the absence of the Mayor and Council President at a meeting where a quorum is present, the Councilmember with the longest continuous service shall serve as Presiding Officer pro tem until such time the meeting is adjourned. Councilors Thomas Johnston elected 2002; Ronald Thompson elected 2002; Elena Uhing elected 2004; Malynda Wenzl elected 2014; Timothy Rippe elected 2016; and Adolph "Val" Valfre appointed 2017.

SUGGESTED MOTION:

I move to approve Resolution No. 2019-04, electing _____ as City Council President.

The motion must be seconded and voted on.

Attachment(s):

Draft Resolution

1A

RESOLUTION NO. 2019-04

RESOLUTION ELECTING CITY COUNCIL PRESIDENT

WHEREAS, pursuant to City Charter, Section 9, Council President, and Council Rules of Procedure, Section 4.2, at the first meeting of each year, the Council must elect a President from its membership; and

WHEREAS, the Council President presides in the absence of the Mayor and acts as Mayor when the Mayor is unable to perform mayoral duties; and

WHEREAS, in the absence of the Mayor and Council President at a meeting where a quorum is present, the Councilmember with the longest continuous service shall serve as Presiding Officer pro tem until such time the meeting is adjourned.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That _____ is hereby elected as Council President.

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 14th day of January, 2019.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 14th day of January, 2019.

Peter B. Truax, Mayor