



## Minutes of the Molalla Police Facility Community Program Committee

Molalla Bowl  
150 Grange Ave., Molalla, OR 97038  
September 9, 2021

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### IN ATTENDANCE:

Dan Huff, City Manager, City of Molalla  
Frank Schoenfeld, Chief, Molalla Police Department  
Chris Long, Lt, Molalla Police Department  
Bobby Call, Sgt, Molalla Police Department  
Darlene Bishop, Executive Administrative Assistant, City of Molalla  
Kelly Wheeler, Day CPM/OTAK  
Shelley Bonacluse, CBRE  
Samra Egger, PlanB  
Susan Wold, CBRE  
Joshua Dodson, Day CPM/OTAK

### QUESTIONS/ANSWERS:

Have other police facilities been toured to find things what works and what doesn't for that Department? **Chief Schoenfeld, Lt. Long and Sgt. Call have been in other facilities such as Canby. They are also aware that Sandy Police Department regretted not building their facility to meet future needs. They had outgrown it shortly after they moved in.**

Is the footprint of the site large enough to suit the needs of the desired facility. **Chief Schoenfeld said that he believes it will have to be a 2 story facility in order to accommodate office/training needs as well as the secure parking that is necessary.**

**Dan Huff brought up the fact that there will be a Community Room included in the design of the facility. This will be a room in front of the Police Department that will be used as a training facility, community meeting area and if needed house an Emergency Operations Center. This portion of the project may be partially funded with grants from the The Ford Family Foundation.**

**Dan also spoke to the hope to purchase the properties that would be behind the Police facility. That would allow clear access between Center Avenue and Grange Avenue. There would be many benefits to that, more secure parking space and additional entrance/exit points.**

Is this project fully funded. **We have funding through the design phase. Past that, the funding will need to be secured.**

**Dan Huff spoke about the Molalla Police Department Community Program Committee. This is a group of influential people in the community that will serve as a liaison between the City and the community. They will be the group that makes a recommendation to the City Council to appoint a Project management group. They will also be spokespeople to the community to assist in possibly passing a bond for building the facility.**

**Joshua Dodson stated that the Project Managers will be able to help guide the Committee with the information to share with the public.**

**Chief Schoenfeld explained that staff does not have the time to do the budgetting, the Project Managers will be expected to take care of that aspect. He also stated that we will be depending on the architectural firm for guidance on the facility itself.**

**SITE VISIT:**

The group broke off with members from the Police Department and walked around the property. There was a question as to the reason for not retrofitting the existing building. **There are stormwater issues on the property that cannot be addressed appropriately with the building in place. The building has been looked at by other potential investors and there is just too much work needed that would also be very expensive.**

**PROJECT COST SHEET**

**Project: New Police Facility**

Planned Duration

Weeks: 6	Weeks: 32	Weeks: 20	Weeks: 54	
Hire Design Team	Design and Construction Document Phase	Approvals and Bidding Phase	Construction Phase	Total Costs

STAFFING PLAN

1	Program Manager					
	Hours					
	Fee					
2	Project Manager					
	Hours					
	Fee					
3	Administrative Services					
	Hours					
	Fee					

Estimated Cost

4 Estimated Reimbursables