



## Request for City Council Committee Action from the Department of Police

**Date:** August 28, 2013

**To:** Don Samuels – Chair, Public Safety, Civil Rights and Health  
Committee

**Referral to:** Ways and Means, Full Council

**Subject:** Approval to enter into agreement for a Police Substation in City  
Center

**Recommendation:** That the Police Department be approved to enter into a contract agreement with SRI Ten City Center, LLC to locate a Police Substation in City Center to be shared with Metro Transit. The space will be lease-free for 24-months but will require the payment of construction costs of \$35,000, half of the total \$70,000 construction costs, to create the workspace. The construction costs will be provided from the Police General Fund.

**Previous Directives:** None

### Department Information

Prepared by: Wendy Guck  
Approved by: Robin McPherson, Finance Director - Police  
Presenters in Committee: Wendy Guck

### Reviews

- Permanent Review Committee (PRC): Approval \_\_\_ Date \_\_\_\_\_
- Civil Rights Approval Approval \_\_\_ Date \_\_\_\_\_
- Policy Review Group (PRG): Approval \_\_\_ Date \_\_\_\_\_

### Financial Impact *(delete all lines not applicable to your request)*

- No financial impact
- Action is within the Business Plan
- Request provided to the Finance Department

### Community Impact

- Neighborhood Notification
- City Goals
- Comprehensive Plan
- Zoning Code
- Other

## **Supporting Information**

The Police Department requests permission to contract with SRI Ten City Center, LLC to establish a Police Substation location in City Center. The substation location will be shared with Metro Transit of Minneapolis-St. Paul. The space will be provided without a monthly lease fee. However, the Police Department and Metro Transit will pay the costs for the construction of the workspace. The Police Department will pay \$35,000 for half of the proposed \$70,000 build-out cost for the space. Funding for the Police Department share of the build-out will come from its general fund.