



## Request for City Council Committee Action From the Department of Public Works

**Date:** December 12, 2006  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Referral to:** Honorable Paul Ostrow, Chair Ways & Means/Budget Committee  
**Subject:** Minneapolis Police Department lease of space at 1107 West Broadway

**Recommendation:**

- a). That proper City officials be authorized to negotiate and execute a two-year lease with John McKay Williams Properties commencing on January 1, 2007.
- b). That the cost of said lease be paid from Fund 0100-400-P400.

**Prepared by:** Stacey Altonen, Captain Minneapolis Police Department, 673-3418

**Approved by:**

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Greg Goeke, Acting Director, Property Services  
Stacy Altonen, Captain, Police Department

Permanent Review Committee (PRC)	Approval _____	Not applicable <u>  X  </u>
Policy review Group (PRG)	Approval _____	Not applicable <u>  X  </u>

**Financial Impact** (Check those that apply)

- No financial impact - or - Action is within current department budget (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Business Plan:  Action is within the plan.  Action requires a change to plan.
- Other financial impact (Explain):
- Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

**Community Impact**

Neighborhood Notification: Not Applicable  
City Goals: Not applicable  
Comprehensive Plan: Not Applicable  
Zoning Code: Not Applicable

## **Background/Supporting Information**

The Minneapolis Police Department has been working collaboratively with the West Broadway Business Association to establish a police substation and community based worksite on West Broadway Avenue. Currently, 1450 sq. ft. of office space is privately leased at 1107 West Broadway to meet the joint needs of all participants.

The present lease, which began on July 1, 2006 and is scheduled to expire on December 31, 2006, has been an obligation carried by the West Broadway Business Association. The West Broadway Business Association can no longer carry the rental cost.

The action before the City Council would allow the Police Department to continue the lease of 1107 West Broadway starting on January 1, 2007. The new lease would be in effect for two years until December 31, 2008 when donated space becomes available at a different facility.

The lease will serve several functions related to both Police Department operations and service to the community:

- Substation for a full time Police Department public safety officer
- Work site for a part time West Broadway Business Association employee
- Work site for a West Broadway Area Coalition advocate
- Stop point for Police Department beat officers
- Space for community outreach activity by 3<sup>rd</sup> Ward Councilmember

Tenant improvements will be minimal with potential participation from the Business Association and the building owner. All City costs incurred as part of preparing the space for Police Department use will be paid for by the Police Department.

The projected cost (two-year) for the lease is \$51,036.96. Funds for the activity are available in the Police Department budget 0100-400-P400. Minneapolis Police Department will bill 3<sup>rd</sup> Ward for its share of the project and lease costs.