

## Police Administration Building Task Force: June 22, 2010

### Department of City Development Preliminary Information Gathered

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#### **This packet contains the following information:**

- I. Preliminary understanding of **co-location needs** of existing uses within the PAB
- II. Preliminary understanding of the **Police Administration** needs & alternative site selection criteria
- III. Preliminary understanding of the **District One Police Station** needs & alternative site selection criteria
- IV. Preliminary understanding of the **Municipal Court** needs & alternative site selection criteria
- V. Preliminary understanding of the **City Attorney** needs & alternative site selection criteria
- VI. Proposed Site Evaluation Matrix
- VII. Map of all City of Milwaukee Police Districts
- VIII. Map of MPD – District One
- IX. Aerial photos of MacArthur Square area
- X. Photos of the existing Police Administration Building

#### **Information included is based on information gathered through the following sources:**

- Review of the April 1, 2010 - Eppstein Uhen Architects Master Plan for the City of Milwaukee Police Administration Building \*
- Review of the October 11, 1994 – Epstein, Keller, Uhen Architects Facilities Improvement Study – Police Administration Building\*
- Preliminary discussion with Captain Gacek, MPD, Acting Chief of Staff
- Preliminary discussion with Kristine Hinrich, Chief Court Administrator
- Preliminary discussion with Kurt Behling – Assistant City of Milwaukee Attorney

\*Note: The 1994 and 2010 facilities plans cannot be directly compared due to reallocation of space to other MPD facilities after the 1994 plan was prepared.

**I. Preliminary understanding of co-location needs of existing uses within the PAB**

- High degree of interaction between Municipal Court and City Attorney offices. City attorneys are often in/out of Municipal Court 4-5 times per day.
- Minimal interaction between most Police Administration divisions and Municipal Court
- Court Administration division of Police Admin. has most interaction with Municipal Court (although transition to electronic files is underway – which will minimize physical interaction between departments)
- Municipal Court sometimes interacts with Police Admin. for identity confirmation (fingerprinting etc)
- Bailiffs are assigned to each Municipal Courtroom
- Minimal interaction between District One and all other uses (Police Administration, Municipal Court, and City Attorney)
- Minimal interaction between Police Administration and City Attorney offices
- Central building security ‘check point’ entry would need to be replicated for multiple locations.
- On occasion, defendants in Municipal Court with outstanding warrants do not come to court appearances due to the co-location with Police Dept.

<b><i>INTERACTION BETWEEN USES</i></b>	<b>Police Admin.</b>	<b>District One</b>	<b>Municipal Court</b>	<b>City Attorney</b>
<b>Police Admin.</b>	-----	Minimal	Minimal (Except PA Court Admin. Division)	Minimal
<b>District One</b>	Minimal	-----	Minimal	Minimal
<b>Municipal Court</b>	Minimal (Except PA Court Admin. Division)	Minimal	-----	Very High
<b>City Attorney</b>	Minimal	Minimal	Very High	-----

## II. Police Administration: Preliminary understanding of needs & alternative site selection criteria

### Location Needs:

- The Police Administration functions have a considerable interaction with the District Attorney's offices (in the Safety Building).
- Officers that testify within both the Municipal and Circuit Courts park their personal vehicles, and check in at the PAB to log 'overtime'. If PAB were located elsewhere, another system for logging time would need to be established.
- Walkable distance to Safety Building and courts desired – but not necessary
- Infrastructure requirements need to be obtained

### Space Needs:

- The 2010 Master Plan examined only how to provide space for the existing uses within the existing PAB envelope. It did not plan for department growth over the next 15 years, and represents minimal needs. If new construction or new location were to be an option considered, more space would be desired to accommodate future growth. (ex- Already district three has somewhat outgrown its space needs). In addition, if new construction or new location were pursued, layout of division might be different to accommodate maximize efficiencies and workflow.
- SF requirements based on 2010 Master Plan = 101,546sf to 120,560sf
  - NOTE: still have some questions about the exact SF allocated to PAB
    - Personnel Space = 90,166 sf
    - Support Service Space = 11,380 sf
    - Assume cells on level 5 are not included in total sf = 2,222 sf and 3774 sf
    - Assume cells on level 6 are not include in total sf = 3432 sf
    - Not sure if CIB detectives (level 4) were included in sf = 9,586
- Most Police Administration uses currently in the building (and detailed in the 2010 plan) should remain together. The Fusion Center is one use (4,304 sf) that could be in a separate or stand alone facility given the highly secure nature of the work.

### Parking Needs:

- Parking garage space severely inadequate for the needs of Police Administration. If new construction or new locations are pursued, more space should be allocated for this use.
- Need for nearby parking for employees.
- Secure parking for police vehicles required.
- Exact parking space requirements for police vehicles and other specialized equipment to be obtained from Police Administration.

### **III. District One Police Station: Preliminary understanding of needs & alternative site selection criteria**

#### Location Needs:

- Within District One boundary
- Chief Flynn had suggested a 'retail' location in the past – could still be considered

#### Space Needs:

- SF requirements based on 2010 Master Plan = 5,160sf
- Additional space will be needed at alternative site to accommodate secure entry, restrooms, building mechanicals etc. (uses currently shared within the PAB)
- Possibly some additional space needed to accommodate future growth or department needs.

#### Parking Needs:

- Exact parking space requirements for police vehicles and other specialized equipment to be obtained from Police Administration.
- Public parking required (amount to be obtained)

#### **IV. Municipal Court: Preliminary understanding of needs & alternative site selection criteria**

##### Location Needs:

- Access to ample public transit options is critical
- Very flexible in terms of locational requirements
- Note: the location could support retail uses surrounding the courts given the fact that last year 96,000 defendants were seen at the court building (this number does not account for attorneys, witnesses etc)

##### Space Needs:

- SF requirements based on 2010 Master Plan = unclear from 2010 drawings that do not include the first floor plan for the PAB. From 1994 study, estimated need was 24,493 sf. Should obtain the existing sf.
- Additional space may be necessary to accommodate secure entry, restrooms, building mechanicals etc. (uses currently shared within the PAB)
- Do not anticipate additional space for growth due to the transfer of many 'hardcopy' files to electronic files in the future.

##### Parking Needs:

- 5 dedicated spaces currently in PAB garage
- Public parking for employees needed in close proximity (approx. 50 employees)
- Public parking for court customers in close proximity

**V. City Attorney: Preliminary understanding of needs & alternative site selection criteria**

Location Needs:

- In the same building as the Municipal Court
- Some interaction with Circuit courts, but minimal as compared to Municipal Court
- Walkable to County Courthouse desired, but not necessary

Space Needs:

- SF requirements based on 2010 Master Plan = 6,398 sf
- Additional space may be necessary to accommodate secure entry, restrooms, building mechanicals etc. (uses currently shared within the PAB)
- Do not anticipate additional space needed to accommodate future department growth.

Parking Needs:

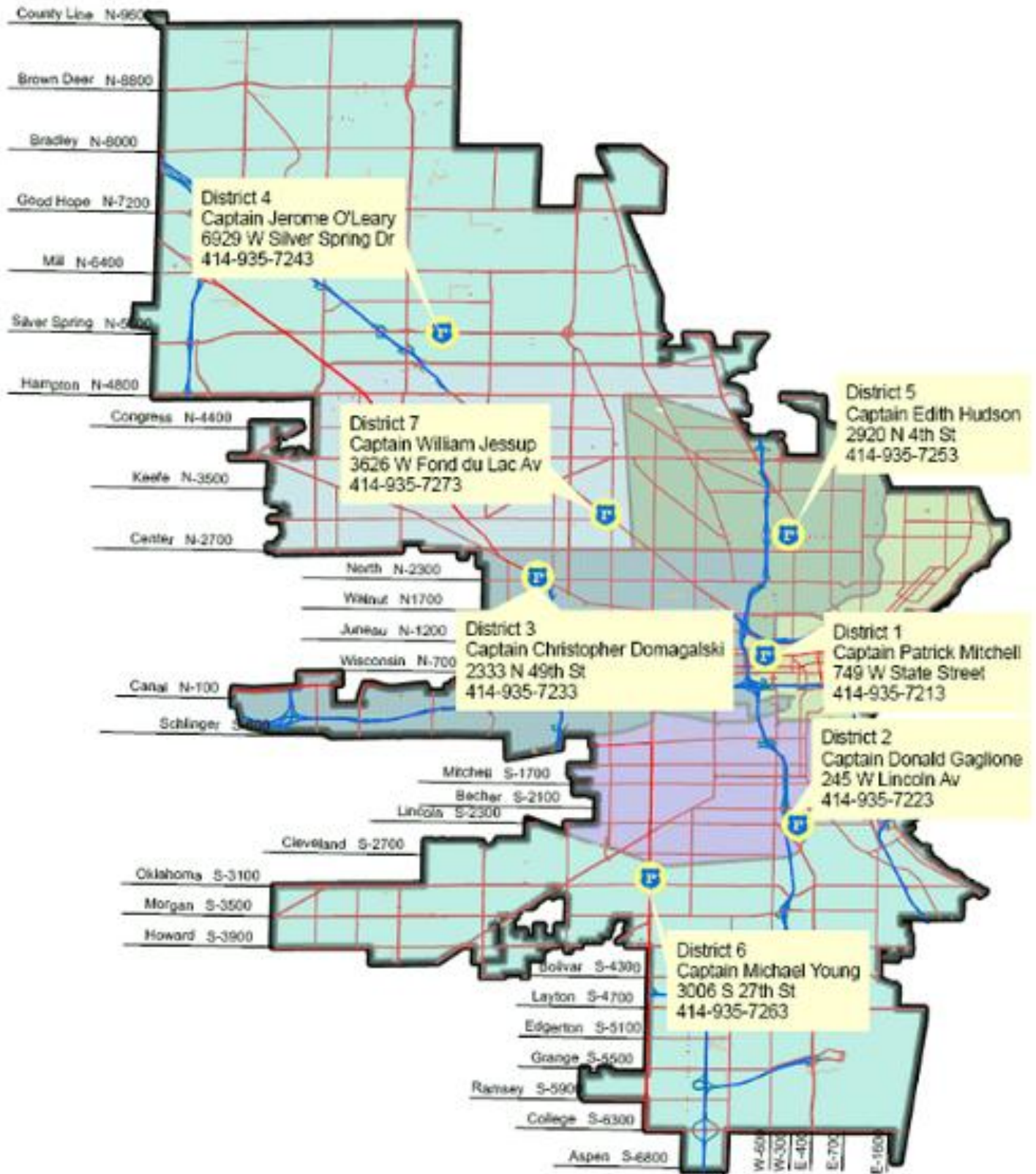
- 5-6 dedicated spaces currently for attorneys in MacArthur Sq. garage
- Public parking for employees needed in close proximity (# spaces to be determined)
- Public parking needed for traffic citation violations and other ‘walk-in’ services (main public interaction at this location)

VI. Proposed Evaluation Matrix to Evaluate Sites Based on Agreed Upon Selection Criteria

Police Administration Building - Task Force Preliminary Matrix of Site Selection Criteria *	SITE ONE	SITE TWO	SITE THREE...
<b>Site Selection Criteria</b>			
<b>I. Police Administration</b>			
Building SF ** = #####			
Parking - Secured Spaces = ###			
Parking - Dedicated Spaces = ###			
Parking Employee & Public Spaces = ###			
Location Criteria 1			
Location Criteria 2			
Location Criteria 3			
Location Criteria 4			
<b>II. District One</b>			
Building SF = #####			
Parking - Secured Spaces = ###			
Parking - Dedicated Spaces = ###			
Parking Employee & Public Spaces = ###			
Location Criteria 1			
Location Criteria 2			
Location Criteria 3			
Location Criteria 4			
<b>III. Municipal Court/City Attorney</b>			
Building SF = #####			
Parking - Secured Spaces = ###			
Parking - Dedicated Spaces = ###			
Parking Employee & Public Spaces = ###			
Location Criteria 1			
Location Criteria 2			
Location Criteria 3			
Location Criteria 4			
<b>IV. City Attorney</b>			
Building SF = #####			
Parking - Secured Spaces = ###			
Parking - Dedicated Spaces = ###			
Parking Employee & Public Spaces = ###			
Location Criteria 1			
Location Criteria 2			
Location Criteria 3			
Location Criteria 4			

\* Other criteria to evaluate - Relocation costs, New building renovation or construction, Costs due to decreased locational efficiencies  
 \*\* 15% additional SF added to existing uses within the PAB for growth

VII. Map of all City of Milwaukee Police Districts





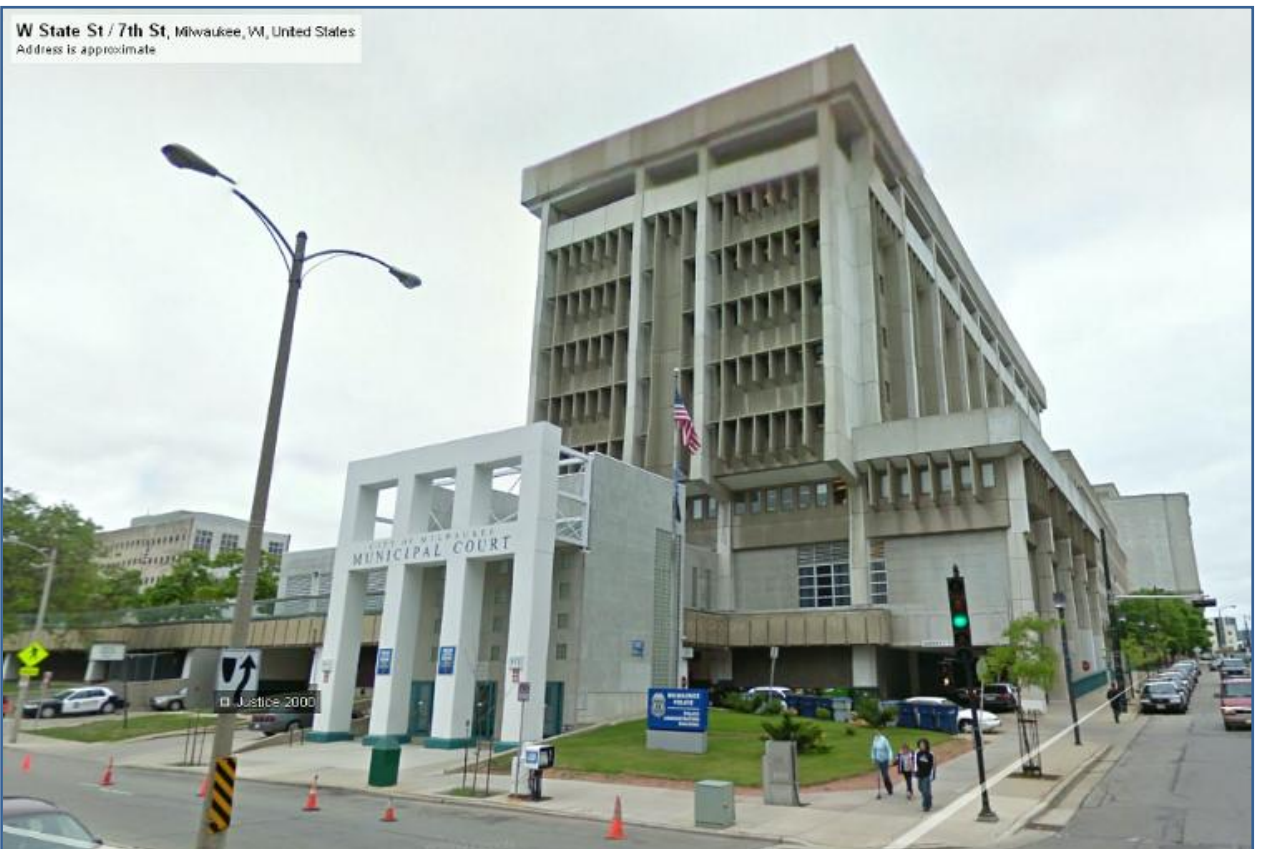
VIII. Map of MPD – District One



IX. Aerial photos of MacArthur Square area



X. Photos of the existing Police Administration Building



822 W State St, Milwaukee, WI, United States  
Address is approximate

