



## Proposal to Use Building

Please fill out this form if you propose to use either the old Lafayette library or the old doctor's office at 949 Moraga Road. This form should be viewed as a guide; feel free to amend or append this form with other or different information that better describes what you seek to accomplish. Please send your completed form to [sfalk@lovelafayette.org](mailto:sfalk@lovelafayette.org).

**Completed forms must be submitted by January 1, 2014.**

<b>Organization</b>	City of Lafayette
<b>Project Name</b>	Police Station
<b>Requested By</b>	Steven Falk, City Manager
<b>Phone / Email</b>	925-284-1968 sfalk@lovelafayette.org

**Which Building Do You Want to Use (Circle One or Both):**

*Old Library*

**949 Moraga Road**  
*(Old Doctors Office)*

### **Mission Statement of Your Organization**

*[State your organization's mission statement.]*

*Lafayette was incorporated for the preservation and enhancement of the semi-rural character of the community. Lafayette shall endeavor to maintain the nature of the community by using a volunteer system of commissions and committees to assist a small staff whose number is consistent with the services provided. Limited services and a conservative fiscal policy shall be Lafayette's practice.*

## **How Will Your Organization Use the Building?**

*[Summarize the opportunity that your organization wants to explore]*

The City's administrative offices are currently located in the Desco Plaza office park on the west end of Mt. Diablo Boulevard. One proposal would move all of the City's administrative functions to the Old Library; this is the companion to that proposal, and would move the police services into the Doctors Office at 949 Moraga Road.

Staff has completed a preliminary space evaluation (attached) to determine if 949 Moraga Road is large enough to accommodate the use. The study suggests that it is, and that to make it usable as a Police Station would require a relatively minimal amount of work.

The larger challenge for this site involves the traffic. The concern is that, since traffic often stacks in front of the building during the peak AM and PM commute, patrol cars en route to an incident would be unable to exit the parking lot. This problem might be mitigated somewhat by painting a "Police Station – Do Not Block" zone that stretches across the width of Moraga Road, similar to that in front of the Fire Station on Mt. Diablo Boulevard.

**Other Details:**

<i>Proposed days and hours of operation.</i>	<i>24 hours, 7 Days</i>
<i>Minimum and maximum number of staff members in the building during operating hours</i>	<i>15 staff members</i>
<i>Minimum and maximum number of patrons in the building at peak operating hour.</i>	<i>10 visitors</i>
<i>Number of parking spaces required.</i>	<i>40 parking spaces</i>
<i>Does your use require that permanent changes be made to the building? If so, describe.</i>	<i>Yes. The building would need to be renovated to accommodate the new functions.</i>
<i>For how many months / years would you expect to use the facility? If perpetual, write "perpetual."</i>	<i>Perpetual.</i>
<i>Will any chemicals be used for your operation, including cleaning materials? If so, describe.</i>	<i>Ordinary cleansers.</i>
<i>Expected maximum noise level:</i>	<i>Occasional sirens from police cars.</i>

## **How Will the Community Benefit from Your Organization's Use of the Space?**

*[Describe how the community will benefit]*

### **The City would have higher profile, more easily identifiable civic facilities.**

The move is anticipated by the Lafayette's Downtown Specific Plan (DSP), which was approved by the City Council in 2010 after more than 130 public hearings. The DSP breaks the downtown into five districts, with the Old Library located in the so-called Plaza District. The DSP says that "civic and cultural uses will be encouraged here."

Program 2.13.2 of the DSP goes on to state that, "If the City Office and/or Police Services Offices. . . relocate, they should be moved to the Plaza District or the Downtown Retail District where they will be in the heart of the downtown with access to transit."

### **There would be taxpayer savings.**

The most compelling reason to move the city offices to this location is to save taxpayer money. It is typically more cost efficient for cities to own, rather than rent, their facilities. There are three reasons why this is true:

1. **Cities can borrow at lower interest rates.** Because cities can issue tax-exempt bonds, the cost to borrow money is lower than private loans.
2. **Cities are exempted from paying property taxes.** The savings on a \$3.5M property-and-building would be up to \$50,000 annually.
3. **Cities have little or no business risk.** Unlike businesses, which come and go, cities rarely disincorporate. Because municipalities will be around decades if not centuries, long-term investments are less risky.

Most cities therefore own their own facilities, and it explains to some large extent why Lafayette owns and operates, rather than rents, the Lafayette Library and Learning Center and the Lafayette Community Center.

**Financial Projections: Start Up Costs**

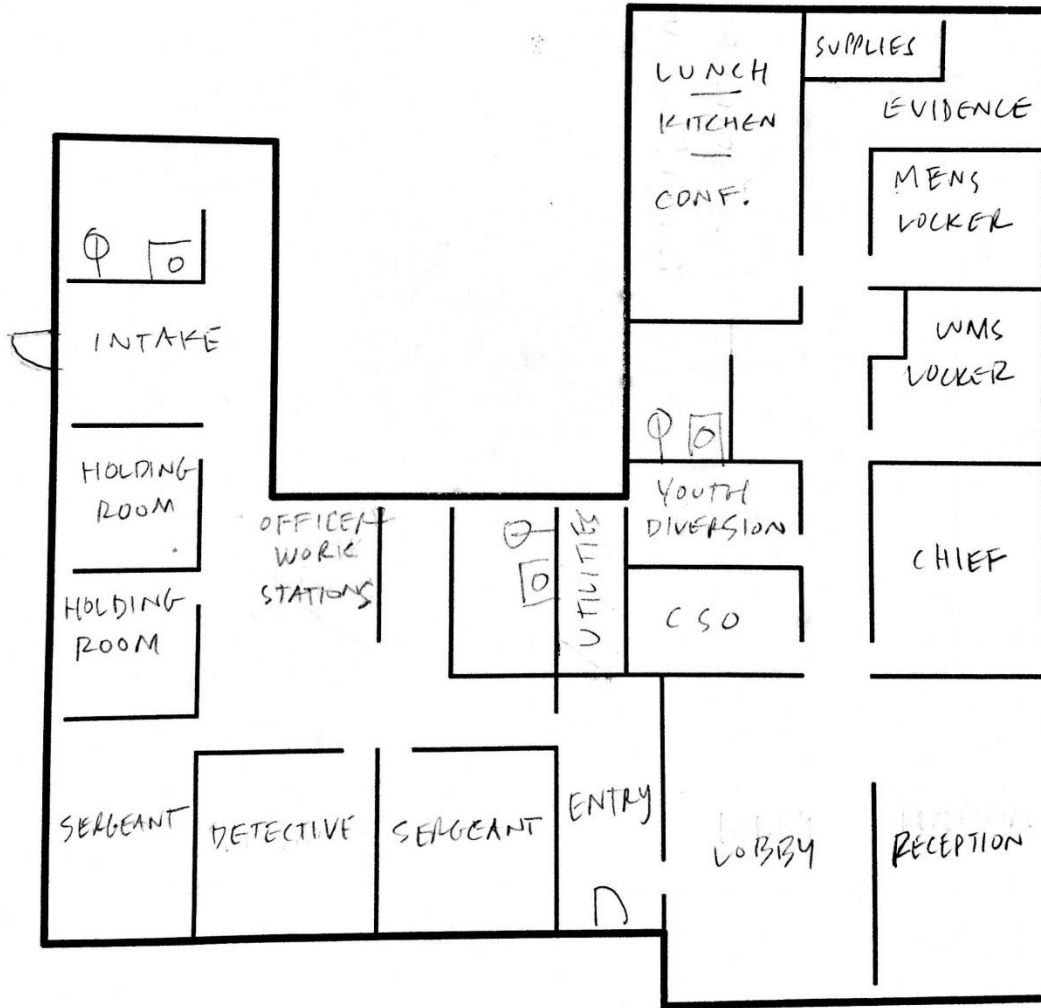
Use the table below to describe the expected costs for your organization to occupy the building and begin operation, and your sources to fund the start-up.

<b>Uses</b>	<b>Amount</b>
Structural Rehabilitation including seismic	\$100,000
Demolition	\$50,000
Window Renovation	\$50,000
Roof Repair and Replacement	\$50,000
Entry, Site, Parking Lot Repair	\$200,000
Building Systems Replacement	\$100,000
Tenant Improvements	\$100,000
General Conditions 10%	\$65,000
Contractor Overhead and Profit 12%	\$78,000
Design and Contingency 15%	\$100,000
Inflation 21%	\$135,000
<b><i>Subtotal Estimated Start Up Cost</i></b>	<b>\$1,028,000</b>
<b>Sources</b>	
Certificate of Participation	\$1,028,000
Describe source	
Describe source	
<b><i>Subtotal Estimated Start Up Resources</i></b>	
<b>Net Startup Cost</b>	<b>\$2.7M</b>
<b>Expected Start Up Subsidy from City (if any)</b>	

# Floor Plan

Use one or both of the floor plans below to provide a rough sense of how the spaces will be used.

## BUILDING FLOOR PLAN – 949 Moraga Road



MORAGA ROAD