
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: PATRICK J. ROLLINS, CHIEF OF POLICE, SCOTT KOEPPPEL-VILLAGE ADMINISTRATOR, AND MATT ANASTASIA-DIRECTOR OF FINANCE
SUBJECT: PRESENTATION FROM CORDOGAN CLARK ARCHITECTS FOR THE POLICE DEPARTMENT REMODEL/ADDITION CONCEPT PLANS AND ESTIMATED COSTS/BUDGET
AGENDA: January 7, 2025 - REGULAR BOARD MEETING
DATE: December 18, 2024

ISSUE

Presentation by Cordogan Clark of concept plans for the remodel and building addition to the police department.

DISCUSSION

The Village Board at their September 11, 2024, meeting, approved an agreement with Cordogan Clark Architects for providing architectural services for concept plans to make the police department building better suited for operations, efficiency, and modern police practices. Members of Cordogan Clark have met with staff numerous times over the past three months in preparing various concept plans for review and revisions.

The primary outcome wish list was to provide essential workflow and operational safety of the space; provide improved security with division of public and police department spaces; provide a secure vestibule construction for safety; provide a training room / multi-purpose room for PD use without having the public walking through designated secured space; provide a sally-port and evidence room with processing and proper storage located on-site along with modern police station amenities; provide proper police personnel lockers, gear-bag lockers, and evidence lockers, etc.; improve the mechanical equipment such as updated fire alarm to a addressable system, commercial heating and air conditioning improvements, replace windows, thus, improve building energy efficiencies; meet ADA guidelines and state and federal regulations; and meet the State's Jail and Detention standards for hosting arrestee's; and to provide a secured arsenal, along with many more police modern facility's amenities.

The committee went through many ideations and revisions based on feedback from each meeting and follow-up discussions. The committee discussed expansion of the existing building with the director of public works for feedback based on local utilities and cost savings from expanding the facility in a certain direction.

One concept plan stood out from the others, specific to operational efficiency and flow of the spaces designed. Chief Rollins took the concept plans to the command staff and received additional feedback and recommendations. In addition, the patrol labor union designees reviewed the material and provided their feedback as well.

Cordogan Clark will present their findings, along with concept plans and construction cost estimates during the Board meeting.

COST

The cost for their current services for the concept plans approved at the September 17, 2024, meeting was \$20,000 plus an estimated \$1,500 in reimbursables.

The Village Board Capital Budget for the police department addition and remodel has a temporary place holder of \$4,000,000 for the overall project.

The Village has continued to put away any excess surplus funds each year to the Capital Fund (30) for future Village Hall/Police Department Improvements, as needed. With this project timeline spanning FY2025-2026, and possibly into the beginning of FY2026-2027, the Capital Fund (30) will have a minimum of \$5.2m to \$5.4m additional above the Vehicle Replacement Schedule for this project, if needed.

RECOMMENDATION

That the Board listen to the presentation and ask any questions of staff or the architects regarding the results of the working group's concept plans and operational flow/function of the building space.

Staff will bring forth at a future Board meeting recommendations for Engineering and Architectural Services, along with Construction Management proposals if a consensus is reached.