

**APPROVED**  
**VILLAGE OF NORTHBROOK**  
**PUBLIC WORKS AND FACILITIES COMMITTEE MEETING**  
**SANDRA FRUM BOARD ROOM**  
**TUESDAY, FEBRUARY 28, 2023**

Trustee Israel called the Public Works and Facilities Committee Meeting to order in the Sandra Frum Board Room at 6 p.m.

**Roll Call**

Trustee Israel, Trustee Pepoon. A quorum was present. Chairman Hebl arrived at 6:05 p.m.

Also present were Village President Ciesla, Trustee Collison, Trustee Ebhomielen, and Trustee Ross.

**Review of Minutes**

None.

**Public Comment Time**

None.

**DISCUSSION TOPICS**

A. Facilities Space Needs Review

Director Hamill began by stating tonight's meeting is a continued discussion of the Facilities Plan. Facilities included are the Police Department, Fire Station 11 and the Fleet Maintenance Garage. Discussion tonight includes how services are currently handled in the existing space and the space that is required for services should be handled in the future, along with a conversation on space flexibility and employee wellness. Work is proceeding on three steps concurrently (Verification of Space Needs and Facilities Conditions, Initial Work on Solutions Design, Development of preliminary Facilities Plan Master Schedule) with a concentration on space verification and facilities condition. A team of facilities specialists has been put together that includes staff members and representatives from Leopardo and FGMA.

Mr. Lee of FGMA provided an overview of how they verified the space needs analysis. He stated that all facilities were toured. Mr. Lee introduced FGMA team members. Interviews with staff have taken place. Space needs programs have been generated.

***Fire Department findings were presented.***

Fire Station 11 was constructed in 1971 and was updated in 1988. Little work has been done since. The current building is 21,719 sq. ft. Projected needs assessment is for a building that is 30,058 sq. ft. for long term needs. More space is required. Current spaces are inefficient. Every space serves multiple purposes. There is no space to support female personnel. The building currently has very poor layout and circulation of employees from for space to another is inefficient. Other building deficiencies were given. The location by the railroad tracks is dangerous. There is limited space for public interaction. The building has infrastructure deficiencies.

Leopardo reviewed facility condition and is in agreement with the findings from the 2019 facility condition study and commented that certain areas will worsen over time. It was stated that a split level configuration is not appropriate for a fire facility. Toilet facilities lack existing standards. The electrical systems vary in age; some are at the end of their useful life.

President Ciesla wants to tour Fire Station 11 and then visit a new modern facility that meet current standards. She asked about adaptive reuse. Manager Pavlicek answered that site tours will take place in April. FGM and Leopardo will have examples to present to the Board.

Trustee Ebhomielen asked if the fire station needs to be all on one level. The answer is that Fire Station 11 was a typical build of the 1960-1970s. The current recommendation is that everything is now on one level.

Trustee Collison asked about parking. Manager Pavlicek answered that there is not enough parking. Director Hamill stated that there is not enough parking for other uses.

FGMA stated that there is no problem with having administration located on the second floor but having operations on one level is preferred.

Chairperson Hebl asked about public space. Community/gathering room/conference room space is all planned for in the new design. More training room space can be used for public flex space. President Ciesla wants to capitalize on the outdoor space. President Ciesla asked if financing is available for the fire station to act as a hub for other communities.

***Public Works Fleet Garage findings were presented.***

FGMA reported that the fleet garage was constructed in 1956 and an addition was added in 1966. There is a current lack of storage, a lack of function, and no parking. The garage is very inadequate for the functions that it supports. The current garage is 12,000 sq. ft. The needs assessment calling for a new garage is 30,156 sq. ft. There is a big deficit. There are a lot of shortcomings for the current garage and safety concerns. There is no space to efficiently operate. Staff is forced to shuffle vehicles during projects. Storage areas are where they should not be. There is no defined entrance. There is non-existing parking. Outside storage is hard to access and there is deterioration on the building. There are delivery issues. There is not enough overhead clearance. There is only one toilet room in the building. *The floor was opened for questions.*

Trustee Ebhomielen asked why more space was needed. The answer is that more bays are needed and more efficient circulation. The lack of these limits the operations offered at any given time. There is no room to move vehicles. There are no suitable locker rooms for the people who work there nor is there shower for staff to cleanup

President Ciesla stated that she is embarrassed and stated this a new garage priority.

There was a question regarding recycling. Recycling will continue in the new facility and is assumed to grow. President Ciesla wants staff to analyze the additional space for recycling and see if there are other opportunities to relocate recycling. Director Hamill wants to look at shared programs for the future.

Trustee Collison asked if the team could look at Public Works taking over Fire Station 11 space. The fire station could get a new building. The answer is that FMGA and Leopardo will look at it. Fire Station 11 may not have enough bays for Public Works. Trustee Collison is interested in adaptive reuse.

Trustee Israel stated that Public Works has some smaller vehicles than Fire Station 11 and wonders if adaptive reuse would work.

Trustee Pepoon asked how work is coordinated with Police and Fire. Director Hamill answered that mechanics are sent to those buildings to pick up vehicles.

Chairperson Hebl reminded the committee to include charging facilities for EVs.

***Police Station findings were reported.***

Mr. Lee stated that the police station was built in 1974 as a joint police and fire station. The building

was converted in 1996 to a public safety building. Little work has been done to the facility since that time. There are 66 police officers and 27 civilians who currently work in the building. The existing station is 45, 115 sq. ft. The recommendation is 85, 235 sq. ft. The existing space is totally inadequate. There is no tactical gear accessibility. There is lack of secure parking. The squad cars contain sensitive equipment and should be secured. Training requirements have changed. More room for social services and counseling space is needed. Wellness needs to be offered. Holding facilities have changed and current cells do not meet the new standards. There are multiple evidence storage areas and issues with lack of suitable space. There is a need for more property storage. Computer forensic spaces are inadequate. Accessibility issues exist. Amenities are lacking. The radio tower location is not desirable. There are numerous cracks in the lower level and foundation cracks. There is water infiltration throughout the building. The generator is at the end of its life.

The floor was opened to questions.

Chairperson Hebl stated that she understood the need for parking but was surprised with the 85,000 sq. ft. increase. She stated that most of the police staff works from their cars. She asked for the reasoning of the larger space requirement. The answer is that the new space needs are similar to the proposed needs from the 2019 study. The garage space is significantly larger which would accommodate inside storage of police vehicles which is important due to the technology within the vehicles.

Manager Pavlicek will provide the Board more information about shared spaces.

President Ciesla asked if a multilevel building was acceptable. The answer is “yes”.

Trustee Israel stated that a two-story building makes sense and a good use of space.

President Ciesla wants to tour the current police station and visit a well-designed police station in another community.

Chairperson Hebl wants a welcoming entrance.

Trustee Ross wants to visit the social services spaces at other police departments.

Director Kelly stated the next phase is Solutions and Design. Delivery should be in May. Mr. Lee stated that the team is moving into developing solutions for each facility with size needs and infrastructure. Due to lack of properly sized property for the facilities discussion is needed on how to get a broker involved to assist in the property search. The team will look at existing sites and/or new

sites and will research adaptive reuse. A site analysis will be completed for each building. Multiple options will be studied and recommendations will be provided.

Chairperson Hebl clarified that acquiring land takes place in closed session. Mr. Lee stated that 3.5 acres are needed for a one story fire station. 5-6 acres are needed for a police station and 3 acres for a fleet garage. Mr. Lee asked that the Board view the last five slides in the packet and to provide feedback.

The floor was open to comments.

Trustee Israel wants to see adaptive reuse options if possible. He believes that Fire Station 11 is a good home for Public Works. He believes the current Police Station is a good location and likes that it is on the west side of town. He stated that a location for everything in the fire station proposal could promote the use of a shared space.

Trustee Collison wants to look at repurposing Fire Station 11. She wants to see creative solutions presented.

Trustee Ross wants to see sustainability incentives.

Trustee Pepoon wants the project completed as quickly as possible.

President Ciesla noted she is embarrassed by condition of the facilities. She wants to see improved work spaces in an affordable way.

Chairperson Hebl does not want to put off the project.

Manager Pavlicek encouraged the Board to read the other slides. She stated that there are very important decisions that the Board has to make. Tours and Open Houses are the next step.

## **Adjourn**

There being no further business, a motion was made by Chairperson Hebl and seconded by Trustee Israel to adjourn the meeting. By roll call, the motion was unanimously carried and the meeting adjourned at 7:22 pm.