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Item #4

Date: September 8, 2022  
To: Board of Directors  
From: Anthony Constantouros, Interim General Manager  
Subject: KPPCSD Office Relocation

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**Recommendation:**

1. Review history of District efforts to identify and consider various location possibilities.
2. Receive and review updated summary chart from George Miers, Swatt Miers Architects, related to parking lot options and available parking spaces.
3. Consider utilizing a Commercial Real Estate Broker to assist the District in identifying and analyzing potential permanent office locations.

**Background:**

Identifying a new location to house the District's police operations and administrative staff is a high priority challenge currently facing the District. Sites in Kensington have been considered but, for various reasons, a suitable site has not yet been located. Many of these sites were discussed in the Agenda Report to the Board at the February 10, 2022 Board Meeting.

At the Board Meeting of July 14, 2022, Mr. George Miers presented a report discussing the pros and cons of a number of site options. The discussion included three sites on the Arlington Parking Lot. The northern portion of the parking lot is owned by the Arlington Community Church. The Arlington Church wrote a letter to the editor of the Outlook stating that their portion of the lot "is not for sale, lease, or a swap arrangement." The Church's opposition to the use of the parking lot was further stated in an email sent to the KPPCSD.

**Discussion:**

Mr. George Miers has prepared an updated summary chart that he will discuss at the meeting. The chart summarizes a number of options and the available parking spaces with each option. He will present this information at the Board Meeting. Having unsuccessfully evaluated a number of possible sites, the Board may want to consider a different process going forward. One possibility would be to utilize a Commercial Real Estate Broker.

A Broker would have greater knowledge of property options and a background in approaching property owners. Brokers with experience in working with local governments may be particularly experienced with the legal and administrative requirements of government agencies. If the Board decides to pursue this option, a firm and/or individual would need to be identified, and a services and financial arrangement would need to be approved.

**Fiscal Impact:**

As this is a report for the Board's consideration and no action will be taken at this time, there is no fiscal impact in receiving and reviewing this report.

**Attachments:**

- Arlington Community Church Letter to the Editor
- Arlington Community Church Aug. 13, 2022 Email
- Swatt Miers Site Evaluation 7-13-22
- Swatt Miers Updated Site and parking 7-13-22
- Agenda Report Relocation 2-10-22