

# Police Building Sizing Study

CITY OF TEMECULA

Presented on March 8, 2022

# Background

- The City currently contracts with RCSD for police services and has done so since incorporation.
- A recent feasibility study regarding forming a seven-city JPA police department proved to be cost-prohibitive and/or impractical.
- The City formed a Police Base of Operations Subcommittee to consider options.
- In July 2021, the City hired Citygate Associates, LLC in conjunction with JKA to conduct a study of the building size/space needs for a police building within the City.

# Project Scope of Work

- Using data from the JPA project, review Riverside County Sheriff's Department (RCSD) law enforcement staffing models and estimate personnel needs of a standalone police department at present, and at Temecula's full build out levels.
- In conjunction with JKA, convert the personnel requirements into police building space needs, as well as exterior site space requirements.
- Assess up to three City-identified building sites and provide recommendations.

# Methodology

- Reviewed FTE modeling data contained within the JPA report.
- Met with RCSD's Southwest Station (SWS) Command Staff regarding conceptual Temecula Police Department organizational construction.
- Developed a conceptual Police Department FTE model using current workload and staffing levels.
- Projected staffing increases based on projected population increases within the City, as confirmed by the City's Deputy City Manager for Community Development.
- Developed a Space Needs Assessment Outline.
- For general discussion, considered sites for demonstration purposes only, as identified by staff.

# RCSD Current Service Levels



# Current Contract Law Enforcement Service Levels

- **Average Patrol Services**
  - 205 patrol hours per day (42 Deputies)
- **Special Services (Dedicated Positions)**
  - 2 Sheriff's Lieutenants
  - 3 Sheriff's Sergeants
  - Traffic Team (17 Deputies)
  - Special Enforcement Team – SET (5 Deputies)
  - Metro Team (5 Deputies)
  - Mall Officers (4 Deputies)
  - K9 teams (2 Deputies)
  - Homeless Outreach Team – HOT (4 Deputies)
  - Gang / Pechanga / SROs (4.5 Deputies)
  - City Hall (1 Deputy)
  - 17 dedicated Community Service Officers



# Current Contract Law Enforcement Service Levels (cont.)

- **Rate-supported (non-dedicated) positions at SWS**
  - 42.04 Patrol Deputies (205 hours per day)
  - 7.9 Investigators
  - 11.5 Sergeants
  - 3.1 Lieutenants
  - 3.9 Community Service Officers
  - 2.2 Sheriff's Service Officers
  - 3.8 Accounting Technicians
  - 7.6 Office Assistants

# Current Contract Law Enforcement Service Levels (cont.)

- **Rate-supported (centralized or regional) positions**
  - 3.4 Central Homicide Investigators
  - 1.1 Internal Affairs Investigators
  - 0.6 Personnel – Recruiting
  - 0.5 Information Services – IT
  - 14.2 Emergency Communications (Dispatch)
  - 1.0 Accounting Finance
  - 1.2 Technical Services Bureau
  - 0.2 Grant Writing
  - 0.4 Training Center (Firearms)





# Current Contract Law Enforcement Service Levels (cont.)

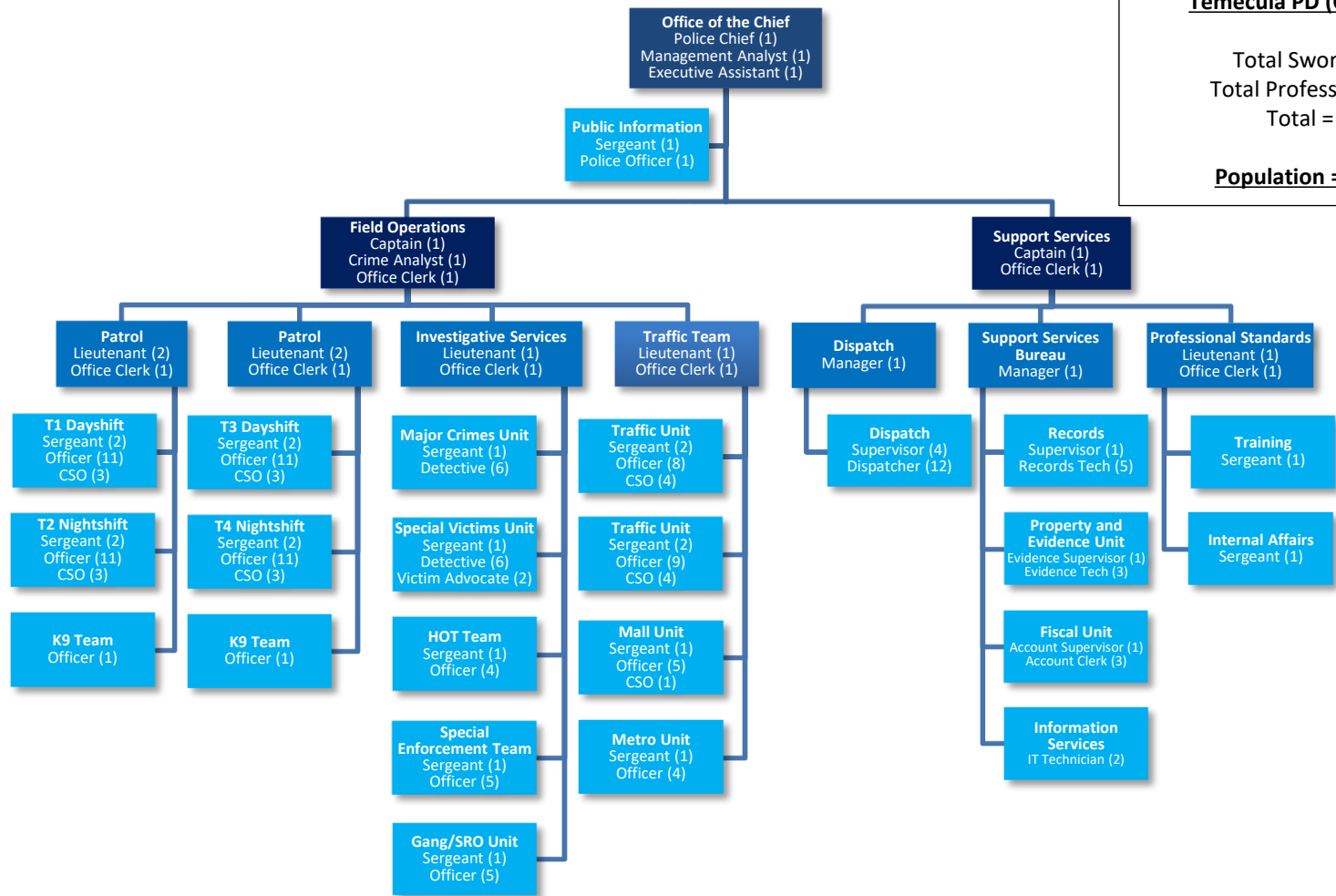
RCSD As-Is Service Levels FTE Model (All FTEs)				
Position	Ratio	Contracted	Rate Supported	Location
Police Officers - Patrol (205 Hrs*365)/1780		42.04		SOUTHWEST STATION
Police Officers - Dedicated Supported		37.00		
Police Officers - Dedicated Unsupported		3.50		
Investigators - Rate Supported	10.50		7.86	
Sergeants - Rate Supported	7.20		11.46	
Sergeants - Dedicated		3.00		
Lieutenant - Rate Supported	26.60		3.10	
Lieutenants - Dedicated		2.00		
Captains - Dedicated		0.00		
CSOs - Rate Supported	21.10		3.91	
CSOs - Dedicated		17.00		
SSOs - Rate Supported	38.40		2.15	
Accounting Technicians - Rate Supported	21.90		3.77	
Office Assistants - Rate Supported	10.90		7.57	
Office Assistants - Dedicated		0.00		
Crime Analyst - Dedicated		0.00		
Central Homicide - Rate Supported	24.00		3.44	
Administration (Internal Affairs) - Rate Supported	74.60		1.11	
Personnel - Recruiting - Rate Supported	129.30		0.64	
Information Services - IT - Rate Supported	28.70		0.49	
Dispatch - Rate Supported	5.80		14.23	
Accounting - Finance - Rate Supported	80.10		1.03	
Technical Services Bureau - Rate Supported	68.30		1.21	
Grant Writing - Rate Supported	415.70		0.20	
Training Center (Range) - Rate Supported	194.30		0.42	
<b>Total Sworn FTEs</b>		<b>87.54</b>	<b>28.04</b>	<b>115.57</b>
<b>Total Non-Sworn FTEs</b>		<b>17.00</b>	<b>34.56</b>	<b>51.56</b>
<b>Total FTEs</b>		<b>104.54</b>	<b>62.60</b>	<b>167.14</b>



# Conceptual Temecula Police Department



# Temecula Police Department (TPD) – Conceptual Model – Current Population



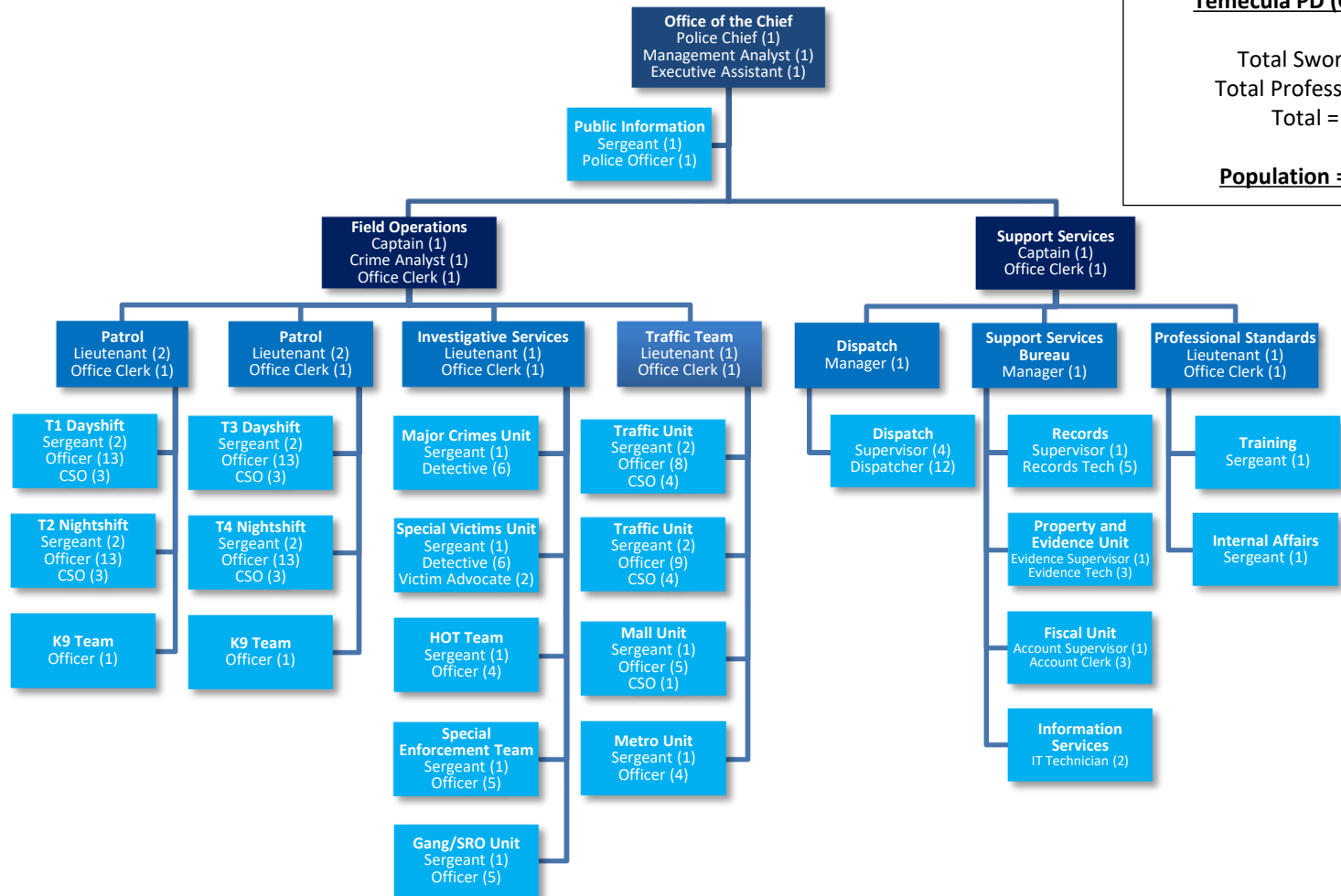
**Temecula PD (Conceptual)**

Total Sworn = 131  
Total Professional = 67  
Total = 198

**Population = 112,771**



# Temecula Police Department (TPD) – Conceptual Model with Fully Built Out City



**Temecula PD (Conceptual)**

Total Sworn = 139  
Total Professional = 67  
Total = 206

**Population = 135,000**



# Sheriff – Temecula PD Comparison

RCSD - TPD FTE Compare Model			
Position	RCSD	TPD Now	TPD Max
<b>Patrol Hours</b>	<b>205.00</b>	<b>215.00</b>	<b>254.00</b>
Police Officers	82.54	87.00	95.00
Investigators (Police Officers)	7.86	12.00	12.00
Sergeants	14.46	22.00	22.00
Lieutenants	5.10	7.00	7.00
Captains	0.00	2.00	2.00
Police Chief	0.00	1.00	1.00
Central Homicide Investigators	3.44	0.00	0.00
Administration (Internal Affairs)	1.11	0.00	0.00
Personnel – Recruiting	0.64	0.00	0.00
Training Center (Range)	0.42	0.00	0.00



# Sheriff – Temecula PD Comparison (cont.)

Position	RCSD	TPD Now	TPD Max
CSOs	20.91	21.00	21.00
SSOs	2.15	0.00	0.00
Accounting Clerks	3.77	3.00	3.00
Accounting Supervisor	0.00	1.00	1.00
Office Clerks	7.57	7.00	7.00
Executive Assistant	0.00	1.00	1.00
Victim/Witness Advocates	0.00	2.00	2.00
Records Clerks	0.00	5.00	5.00
Records Supervisor	0.00	1.00	1.00
Property/Evidence Technicians	0.00	3.00	3.00
Property/Evidence Supervisor	0.00	1.00	1.00
Crime Analyst	0.00	1.00	1.00
Management Analyst	0.00	1.00	1.00
Support Services Manager	0.00	1.00	1.00
Information Services – IT	0.49	2.00	2.00
Dispatch	14.23	12.00	12.00
Dispatch Supervisors	0.00	4.00	4.00
Emergency Comms Manager	0.00	1.00	1.00
Accounting – Finance	1.03	0.00	0.00
Technical Services	1.21	0.00	0.00
Grant Writing	0.20	0.00	0.00



# Sheriff – Temecula PD Comparison (cont.)

	<b>RCSD</b>	<b>TPD Now</b>	<b>TPD Max</b>
Total Sworn FTEs	115.57	131.00	139.00
Total Non-Sworn FTEs	51.56	67.00	67.00
<b>Total FTEs</b>	<b>167.13</b>	<b>198.00</b>	<b>206.00</b>



# Benchmark Analysis of Conceptual PD



# Benchmark Comparisons – Population

CITY	COUNTY	DOF 2021 POPULATION ESTIMATES	SWORN	SWORN OFFICERS PER 1,000 RESIDENTS	2020 VIOLENT CRIME	2020 VIOLENT CRIME RATE (PER 1,000 RESIDENTS)
Beaumont	Riverside	51,063	41	0.80	116	2.3
Cathedral City	Riverside	55,007	47	0.85	130	2.4
Redlands	San Bernardino	71,513	82	1.15	238	3.3
Upland	San Bernardino	77,140	70	0.91	363	4.7
Hemet	Riverside	85,334	70	0.82	347	4.1
Indio	Riverside	91,394	71	0.78	534	5.8
Menifee	Riverside	94,756	58	0.61	139	1.5
Burbank	Los Angeles	102,511	145	1.41	174	1.7
Rialto	San Bernardino	103,526	104	1.00	500	4.8
Santa Maria	Santa Barbara	107,263	134	1.25	834	7.8
Ventura	Ventura	109,106	129	1.18	328	3.0
<b>Temecula - RCSD</b>	<b>Riverside</b>	<b>112,771</b>	<b>116</b>	<b>1.02</b>	<b>148</b>	<b>1.3</b>
Clovis	Fresno	114,584	102	0.89	240	2.1
Murrieta	Riverside	116,223	100	0.86	95	0.8
Fairfield	Solano	117,133	114	0.97	542	4.6
Corona	Riverside	169,868	146	0.86	240	1.4
Ontario	San Bernardino	185,010	258	1.39	686	3.7
Fontana	San Bernardino	214,547	183	0.85	666	3.1
<b>Average</b>		<b>109,931</b>	<b>109</b>	<b>0.98</b>	<b>351</b>	<b>3.2</b>



# Benchmark Comparisons – by Sworn RCSD

CITY	COUNTY	DOF 2021 POPULATION ESTIMATES	SWORN	SWORN OFFICERS PER 1,000 RESIDENTS	2020 VIOLENT CRIME	2020 VIOLENT CRIME RATE (PER 1,000 RESIDENTS)
Menifee	Riverside	94,756	58	0.61	139	1.5
Indio	Riverside	91,394	71	0.78	534	5.8
Beaumont	Riverside	51,063	41	0.80	116	2.3
Hemet	Riverside	85,334	70	0.82	347	4.1
Fontana	San Bernardino	214,547	183	0.85	666	3.1
Cathedral City	Riverside	55,007	47	0.85	130	2.4
Corona	Riverside	169,868	146	0.86	240	1.4
Murrieta	Riverside	116,223	100	0.86	95	0.8
Clovis	Fresno	114,584	102	0.89	240	2.1
Upland	San Bernardino	77,140	70	0.91	363	4.7
Fairfield	Solano	117,133	114	0.97	542	4.6
Rialto	San Bernardino	103,526	104	1.00	500	4.8
<b>Temecula - RCSD</b>	<b>Riverside</b>	<b>112,771</b>	<b>116</b>	<b>1.02</b>	<b>148</b>	<b>1.3</b>
Redlands	San Bernardino	71,513	82	1.15	238	3.3
Ventura	Ventura	109,106	129	1.18	328	3.0
Santa Maria	Santa Barbara	107,263	134	1.25	834	7.8
Ontario	San Bernardino	185,010	258	1.39	686	3.7
Burbank	Los Angeles	102,511	145	1.41	174	1.7
<b>Average</b>		<b>109,931</b>	<b>109</b>	<b>0.98</b>	<b>351</b>	<b>3.2</b>



# Benchmark Comparisons – Crime Rate

CITY	COUNTY	DOF 2021 POPULATION ESTIMATES	SWORN	SWORN OFFICERS PER 1,000 RESIDENTS	2020 VIOLENT CRIME	2020 VIOLENT CRIME RATE (PER 1,000 RESIDENTS)
Murrieta	Riverside	116,223	100	0.86	95	0.8
<b>Temecula - RCSD</b>	<b>Riverside</b>	<b>112,771</b>	<b>116</b>	<b>1.02</b>	<b>148</b>	<b>1.3</b>
Corona	Riverside	169,868	146	0.86	240	1.4
Menifee	Riverside	94,756	58	0.61	139	1.5
Burbank	Los Angeles	102,511	145	1.41	174	1.7
Clovis	Fresno	114,584	102	0.89	240	2.1
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Ventura	Ventura	109,106	129	1.18	328	3.0
Fontana	San Bernardino	214,547	183	0.85	666	3.1
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Ontario	San Bernardino	185,010	258	1.39	686	3.7
Hemet	Riverside	85,334	70	0.82	347	4.1
Fairfield	Solano	117,133	114	0.97	542	4.6
Upland	San Bernardino	77,140	70	0.91	363	4.7
Rialto	San Bernardino	103,526	104	1.00	500	4.8
Indio	Riverside	91,394	71	0.78	534	5.8
Santa Maria	Santa Barbara	107,263	134	1.25	834	7.8
<b>Average</b>		<b>109,931</b>	<b>109</b>	<b>0.98</b>	<b>351</b>	<b>3.2</b>



# Space Needs Assessment – JKA



# Conceptual Space Needs – Site Operational Area

SITE OPERATIONAL CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
			SF	Size	
S1	Staff Parking	Parking for 100 staff, plus staff/patrol vehicles	40,000	(100) 10' x 20' plus drive aisle	
S2	Public Parking	As required per Zoning Code – assume 25	10,000	(25) 10' x 20' plus drive aisle	
S3	Trash Enclosure	Exterior access for service; space for dumpster and recycling bins	100	10' x 10'	
S4	Overflow Surge Parking	Additional overflow parking for operational event activity (20 spaces)	9,000	(20) 10' x 20' plus drive aisle	
S5	Outdoor Patio	Secured outdoor area for BBQ, seating; adjacent to breakroom	900		
S6	Mobile Command Center	Space to park mobile command center	2,000		
S7	Specialty Vehicle Parking	Space to park SWAT, Hostage, Crowd Management	1,000		
S8	Motorcycle Parking	Covered secure parking for motorcycles	800	20' x 40'	
S9	Large Evidence Storage	Secure storage for bicycles, auto, etc.	800	20' x 40'	
<b>Site Operational Area Total</b>			<b>64,600</b>		



# Conceptual Space Needs – Lobby and Executive Area

BUILDING CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
	LOBBY AREA		SF	Size	
1	Public Entry Lobby	Entry Lobby for greeting public, small seating area, display cabinets; provide with bullet-resistant glazing and wall panels; lobby space to accommodate fingerprint/live scan area as well	150	10' x 15'	
2	Accessible Public Restroom	ADA-accessible restrooms adjacent to lobby	64	8' x 8'	
3	Conference Room/Soft Interview Room	Small conference room with seating for 4 to meet with public without entering secure area	100	10' x 10'	
<b>Lobby Area Subtotal</b>			<b>314</b>		
No.	Type of Space	Space Attributes	Space Standards		Comments
	EXECUTIVE AREA		SF	Size	
4	Police Chief Office	Work station, small conference table to seat 6, and additional 2 chairs for informal seating	500	25' x 20'	
5	Management Analyst	Work station and additional 2 chairs for informal seating	300	15' x 20'	
6	Executive Assistant	Open office space with cubicle for 1, with storage/filing	150	10' x 15'	
7	Sergeant – PIO	Work station and additional 2 chairs for informal seating	300	15' x 20'	
8	Officer – PIO	Individual office with work station and 2 additional chairs for informal seating	150	10' x 15'	
9	Small Conference Room	Conference table for 8–10	216	12' x 18'	
10	Large Conference Room	Conference table for 15–20	396	18' x 22'	
11	Operations Captain	Work station and additional 2 chairs for informal seating	300	15' x 20'	
12	Support Services Captain	Work station and additional 2 chairs for informal seating	300	15' x 20'	
13	Professional Standards Lt	Work station and additional 2 chairs for informal seating	300	15' x 20'	
14	Executive Staff Waiting Area	Open space with couch or chairs for waiting to see exec staff	1,200	(4) 15' x 20'	
15	Executive Conference Room	Conference table for 12–15	300	15' x 20'	
16	Secure File Storage	Storage for personnel files and internal affairs files	120	10' x 12'	
17	General Storage		100	10' x 10'	
<b>Executive Area Subtotal</b>			<b>4,632</b>		



# Conceptual Space Needs – Admin Area

BUILDING CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
	ADMIN AREA		SF	Size	
37	General Storage	General storage	200	10' x 20'	
38	Front Counter Staff	Open office with cubicles for 2 Front Counter staff	150	10' x 15'	Locate adjacent to main entrance
39	Mail Room	Mail room	100	10' x 10'	Located central, near Front
40	Lactation Room/Quiet Room	Chair, TV	64	8' x 8'	
41	Booking Room	Photo area, bag/tag, cuffing area, breathalyzer, etc.	100	10' x 10'	
42	Armory	Gun locker storage	100	10' x 10'	
43	SWAT Storage	Gun locker storage	100	10' x 10'	
44	Evidence Staff	Individual offices for Evidence Supervisor, work station for Evidence Tech	150	10' x 15'	
45	Evidence Storage / Evidence Check-in	Secure storage	100	10' x 10'	
46	Dispatch Area	Individual office for Dispatch Manager and Dispatch Supervisor	300	15' x 20'	
47	Dispatch Floor	Dispatch consoles for 6 Dispatchers	900	30' x 30'	
48	Dispatch Break Room		120	10' x 12'	Adjacent to Dispatch consoles
49	Quiet Rooms	2 individual sleeping rooms	100	10' x 10'	
50	In-Custody Restroom	Toilet, sink	100	10' x 10'	
51	Men's and Women's Locker Rooms	Individual lockers for each sworn staff (total of 200 max)	3,600	60' x 60'	
52	Men's and Women's Restrooms	Sized to serve all PD staff	1,200	30' x 40'	
53	Breakroom	Break room area for staff use, with sink, microwave, refrigerator, cabinets, seating	300	15' x 20'	
54	Fitness Room	Space for free weights, cardio machines, Cross Fit equipment, universal machine, etc.; also provide added space for defensive tactics training for 20 people at a time	600	20' x 30'	Actual fitness equipment TBD; locate adjacent to outdoor patio space
55	Janitor Closet	Mops sink, mop rack, service sink, janitorial supplies, hose bib, floor drain	25	5' x 5'	
<b>Admin Area Subtotal</b>			<b>21,085</b>		



# Conceptual Space Needs – Admin Area (cont.)

BUILDING CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
	ADMIN AREA		SF	Size	
18	Records Division Staff	Individual offices for Records Manager; open office with cubicles for 6 Records staff	500	25' x 20'	
19	Support Services Admin Staff	1 individual office with cubicles for 4 account staff	300	15' x 20'	
20	Briefing Room	Seating and tables for 40, with additional standing space for additional command staff	1,200	30' x 40'	Duel use as conference room
21	Patrol Division Staff	Individual offices for 4 Patrol Lts and 4 offices shared by 2 Sgts and work station for Clerk	1,500	30' x 50'	
22	Report Writing Area	Cubicles for 15 staff	800	20' x 40'	
23	Conference/Meeting Room	Conference table for 12–15	300	15' x 20'	
24	Community Service Staff	Cubicles for 4 staff	300	15' x 20'	
25	Volunteer Staff	Cubicles for 6 staff	300	15' x 20'	
26	Storage	General storage	60	10' x 6'	
27	Support Services Division Staff	Individual offices for 1 Support Services Sgt and 1 Training Sgt, 1 Internal Affairs office, 1 Training Coordinator	300	15' x 20'	
28	Detective Division Staff	Individual offices for Detective Lt and 3 offices shared by 2 Sgts and work station for Clerk	900	30' x 30'	
29	Detectives Area	Open office with cubicles for 30 Detectives, shared work table, printers, etc.	2,000	40' x 50'	
30	Detectives Conference Room	Conference table for 12–15	300	15' x 20'	
31	Interview Rooms	2 individual interview rooms with remote viewing capability	300	15' x 20'	
32	Victims Advocate	Individual office for 2	216	12' x 18'	
33	Computer Crimes	Individual offices for 2 officers (room to grow to 3); additional office for computer storage	300	15' x 20'	
34	Traffic Division Staff	Individual offices for Detective Lt and 3 offices shared by 2 Sgts and work station for Clerk	900	30' x 30'	
35	Traffic Area	Open office with cubicles for 31 officers/CSOs, shared work table, printers, etc.	2,000	40' x 50'	
36	Training Room	Meeting room to accommodate seating for 50 at tables; state-of-the-art AV capabilities; provide with attached breakroom and attached computer lab with 7 workstations	300	15' x 20'	





# Conceptual Space Needs – Utility Support Space

BUILDING CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
	UTILITY SUPPORT SPACE		SF	Size	
56	Mechanical Room	HVAC equipment, hot water heater, fire sprinkler riser	300	15' x 20'	
57	Elevator and Elevator Equipment Room		150	15' x 10'	
58	Electrical Room	Main service panel, fire alarm panel, sub panels	400	20' x 20'	
59	IT/Communications Room	Telephone service racks, data server hub, radio equipment, security system	600	20' x 30'	
<b>Utility Support Space Subtotal</b>			<b>1,450</b>		



# Conceptual Space Needs Summary

SITE OPERATIONAL CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
			SF	Size	
Site Operational Area Total			64,600		
BUILDING CRITERIA					
No.	Type of Space	Space Attributes	Space Standards		Comments
	LOBBY AREA		SF	Size	
No.	Type of Space	Space Attributes	Space Standards		Comments
	EXECUTIVE AREA		SF	Size	
Executive Area Subtotal			4,632		
No.	Type of Space	Space Attributes	Space Standards		Comments
	ADMIN AREA		SF	Size	
Admin Area Subtotal			21,085		
No.	Type of Space	Space Attributes	Space Standards		Comments
	UTILITY SUPPORT SPACE		SF	Size	
Utility Support Space Subtotal			1,450		
SPACE NEEDS SUMMARY			Space Standards (SF)		Comments
		Lobby Area Subtotal	314		
		Executive Area Subtotal	4,632		
		Admin Area Subtotal	21,085		
		Utility Support Space Subtotal	1,450		
		<b>BUILDING SUBTOTAL (SF)</b>	<b>27,481</b>		
		Circulation/Structure at 30% of Subtotal	8,244		
		<b>POLICE TOTAL (SF)</b>	<b>35,725</b>		



# City-Identified Potential Building Sites



# Old City Hall – Business Park Drive



## PROS

- More cost-effective due to City Ownership

- City owned
- 26,681 square feet

## CONS

- Not designed to Essential Service Requirements
- Size limitations will restrict growth
- Impact on CSUSM/MSJC

# Office Plaza in French Valley



## PROS

- Building large enough to support current need and future growth
- Abundant parking
- Multiple points of entry

## CONS

- Not designed to Essential Service Requirements
- Challenges in creating accessible entrances from all access points
- Site and building security a concern
- Existing improvements not adaptable for Department needs

# Business Center – Commerce Center Dr.



- Privately owned
- 39,234 square feet

## PROS

- None

## CONS

- Currently pending sale
- Not designed to Essential Service Requirements
- Site and building security a concern
- Existing improvements not adaptable for Department needs
- Not enough available parking
- Size limitations will restrict growth

# Sheriff's Station – French Valley



- County owned
- 32,200 square feet
- 176 FTE assigned

## PROS

- Existing facility designed to accommodate specific use and needs
- Designed to meet Essential Service Requirements

## CONS

- Just outside City limits

# Questions and Discussion

