



NORTH BAY POLICE SERVICE

2010 Annual Report Police Administration Building

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A. Mandate of the Unit

To ensure our Police Administration Building meets the needs of our members, the community and complies with legislative requirements.

B. Executive Summary

In March of 2010 we experience a flood on our lower level. A broken water main caused extensive damage and when reviewing the extent of the damage we learned that when the building was constructed the material used to back fill our lower level was of a very poor grade. It was also determined that this was contributing to the numerous cracks in our walls and flooring.

Other repairs that took place this past year were the replacement of blower motors and condenser motors in our HVAC systems. Some of these units have past their life expectancy and needed to be replaced.

In 2010 we had car plug receptacle replacement and repair completed to the rear parking lot and east parking lot area and installed new receptacles in the west parking area.

C. Activities

Renovations to the lower level where water damage occurred have yet to be completed. Repairs to the building will commence in January 2011. The construction will take a minimum of 5 weeks to complete.

Monitoring of the area beneath the security garage continues. Occasionally water leaks down the wall despite several attempts to repair the leak including digging up the entire area and re-parging the walls.

Shelving units have been constructed and erected in the lower storage area in an attempt to store the numerous firearms and other items coming into our possession.

Other areas have been cleaned out in an attempt to store our archived reports and office equipment. There is very little to no extra storage area within the existing administration building.

D. Performance Indicators

There are very few complaints from the public and staff that use the building. Regular Health and Safety inspections take place and any issues identified are rectified immediately or as soon as practicable.

E. Anticipated Issues for the Future

Items that will require replacement or repair over the next few years are:

- Replacement of all old baseboard heaters
- Roof top HVAC units older than 25 years
- Ceiling tiles on main floor and lower floor
- New carpet in many areas of the building
- Repairs to cracks in parking lot, and 3 curbs
- Landscape East & West side around the building for additional parking

F. Performance Objectives for the Next Year/Conclusion

To maintain and upgrade our existing building infrastructure to provide a safe, comfortable and professional environment for our members and the citizens we serve.