

Town of Manlius Re-envisioning Project

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Project Background

- Staff have known of **many long-standing facility issues**
- Town Board initiated **community engagement process**
- **Study Group** of community representatives
- Maxwell Team brought on to **compile** and **refine** information

Key Question

What are the **key issues** at the Manlius Town Hall and Police Station, how should they be **prioritized**, what **options** exist for addressing them, and how can they be **communicated transparently** to the community?

How We Identified and Addressed Issues

- **Community Information Gathering**
 - Tours of the Manlius Town Hall and Police Department
 - Tours of Dewitt and Camillus Town Halls
 - Community listening session (June 8th)
- **Analysis** of community engagement feedback and supplemental documents
- Research into **legal requirements**
- **Categorization** and **prioritization** of concerns
- Develop **set of options**
- **Cost-benefit analysis** of addressing concerns

COMMUNITY ENGAGEMENT

Community Listening Session Feedback

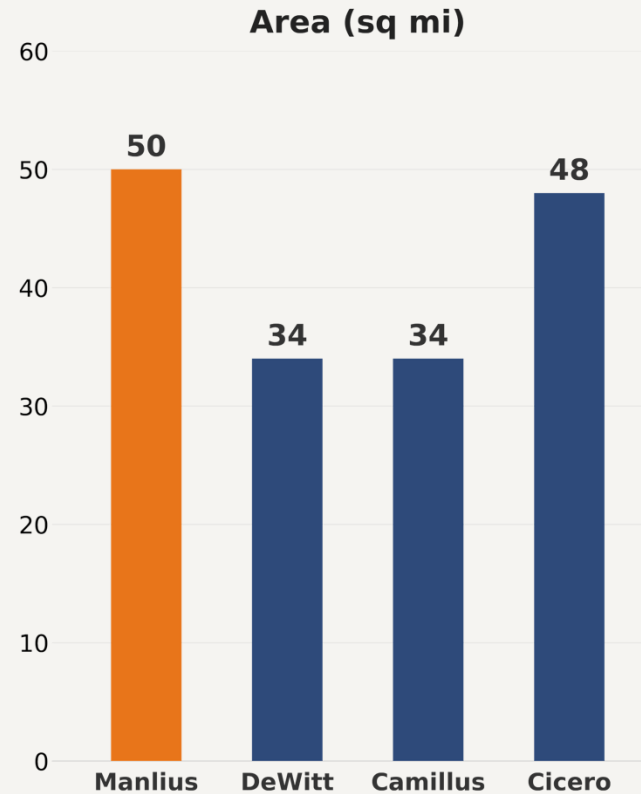
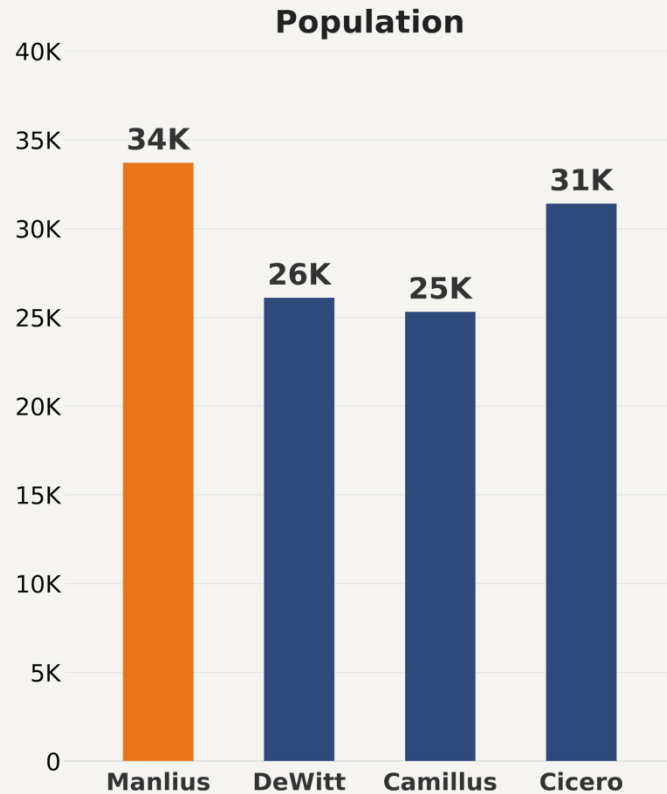
- Community desires a **clear list of problems**
- **Transparency** is essential
- **Safety** is a top priority
- **ADA Accessibility** is also important
- **Decisions** should be **data-driven**
- Many are **resistant to tax increases** that would fund these capital changes
- Prioritize making the facilities **functional**—not impressive or attractive
- Many desired **comparisons** with other towns

Insights and Use of Feedback

- We identified **32 issues in the Town and Police Station** with ranging degrees of urgency
- **Options must be flexible** to community input and evolving work culture
- **Transparency** is of the utmost concern for the community
- We prepared **5 options** that addressed key issues

TOWN COMPARISONS

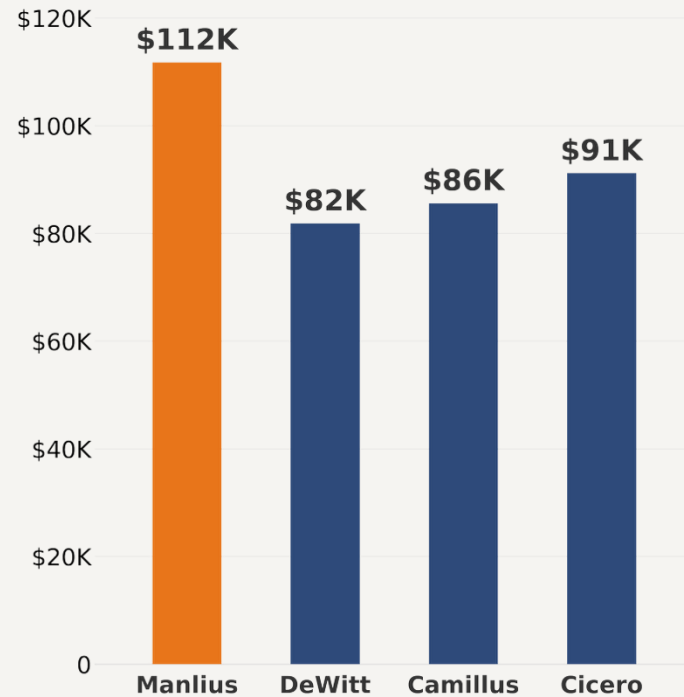
Population and Area



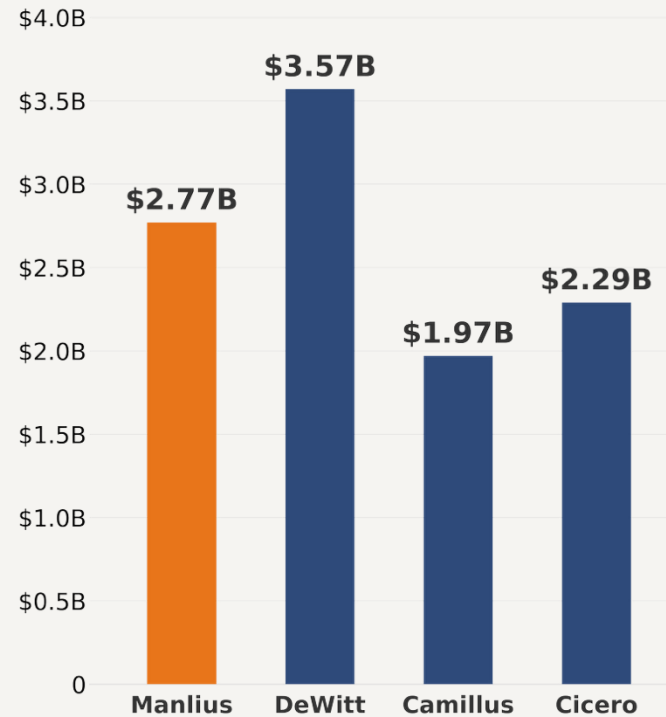
- Manlius is the **largest** town in terms of both population and area

Household Income and Tax Base

Median Household Income

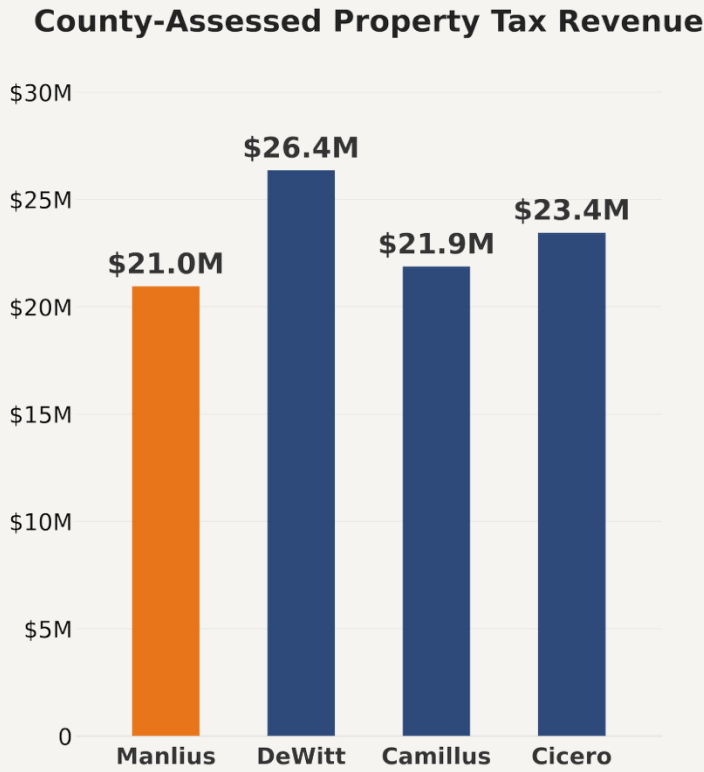
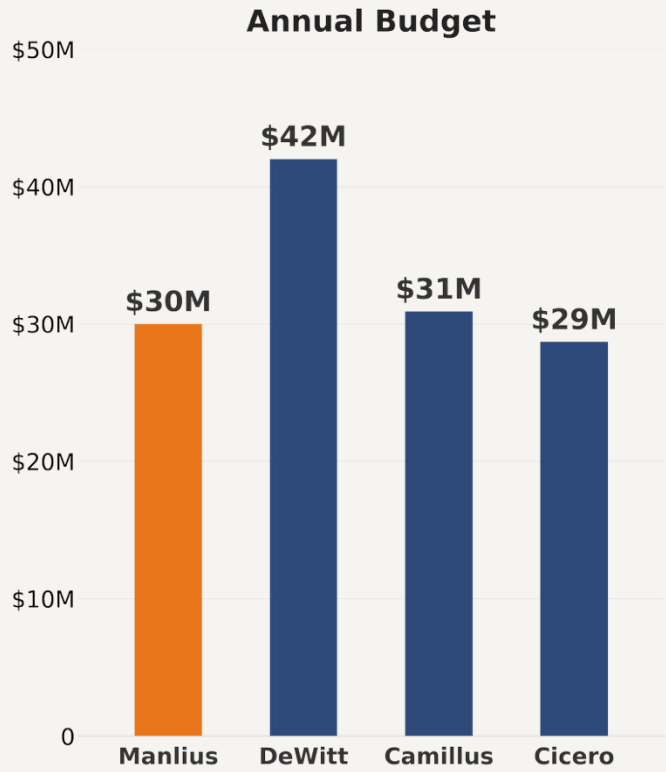


County-Assessed Tax Base



- Despite having the **highest** median household income, Manlius has the **second-highest** tax base

Budget and Property Tax Revenue



- Manlius has the **third-highest** annual budget and the **lowest** property tax revenue

Comparison Takeaways

- Manlius is **larger** and **wealthier** but faces **greater problems** and has **fewer resources**
- Dewitt has **larger staff** and **higher level of security**
 - Bulletproof glass and doors
 - Interconnected private workspace
 - Fully ADA compliant
- Camillus has designated **Building and Maintenance Supervisor**
 - Electronic lock and badging system
 - Investing in ADA compliance (e.g. elevator retrofit)

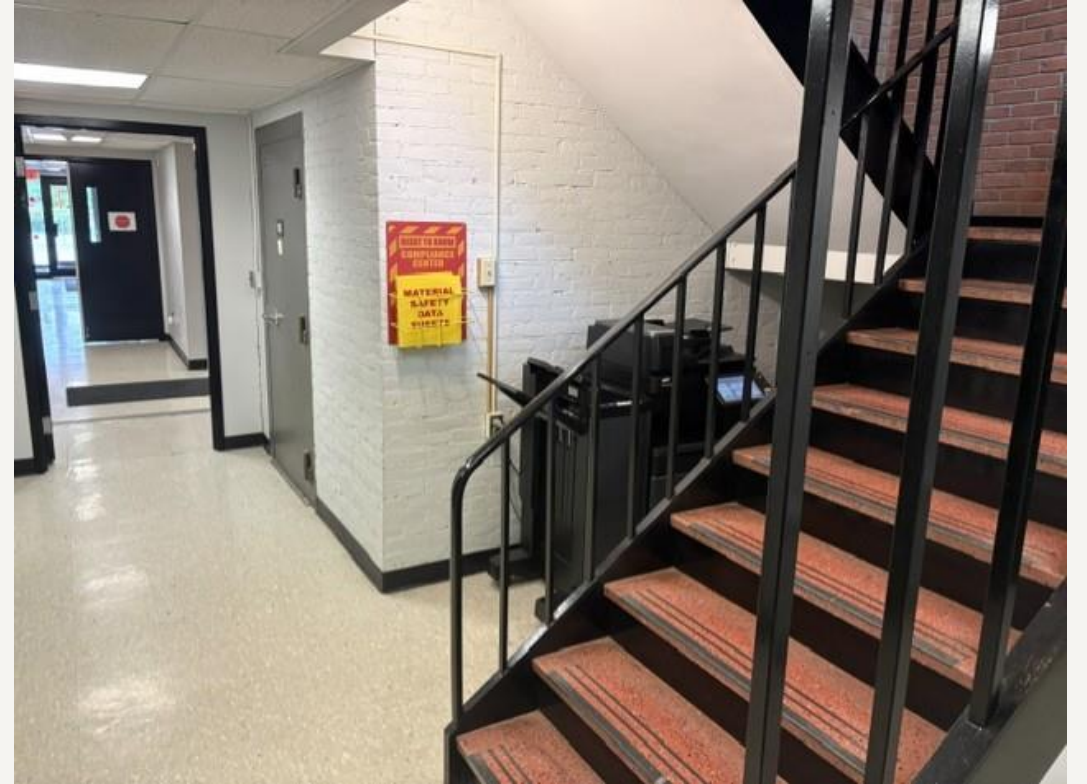
ISSUES IDENTIFIED

Categories and Priorities of Issues

- Accessibility
- Security/Safety
- Operational
- Electrical
- Legally Required
- Should Fix
- Ideally Fix

Accessibility: Town Hall

- Legally Required
 - ADA Door Handles
 - ADA Signs With Braille
- Should Fix
 - Automatic Doors
 - Elevator/lift
 - Counter Heights Wheelchair Accessible



Security/Safety: Town Hall

- Should Fix
 - Badge Door Scanners
 - Doors Locking Both From Inside and Outside
- Ideally Fix
 - Walking Behind Safety Officers During Court



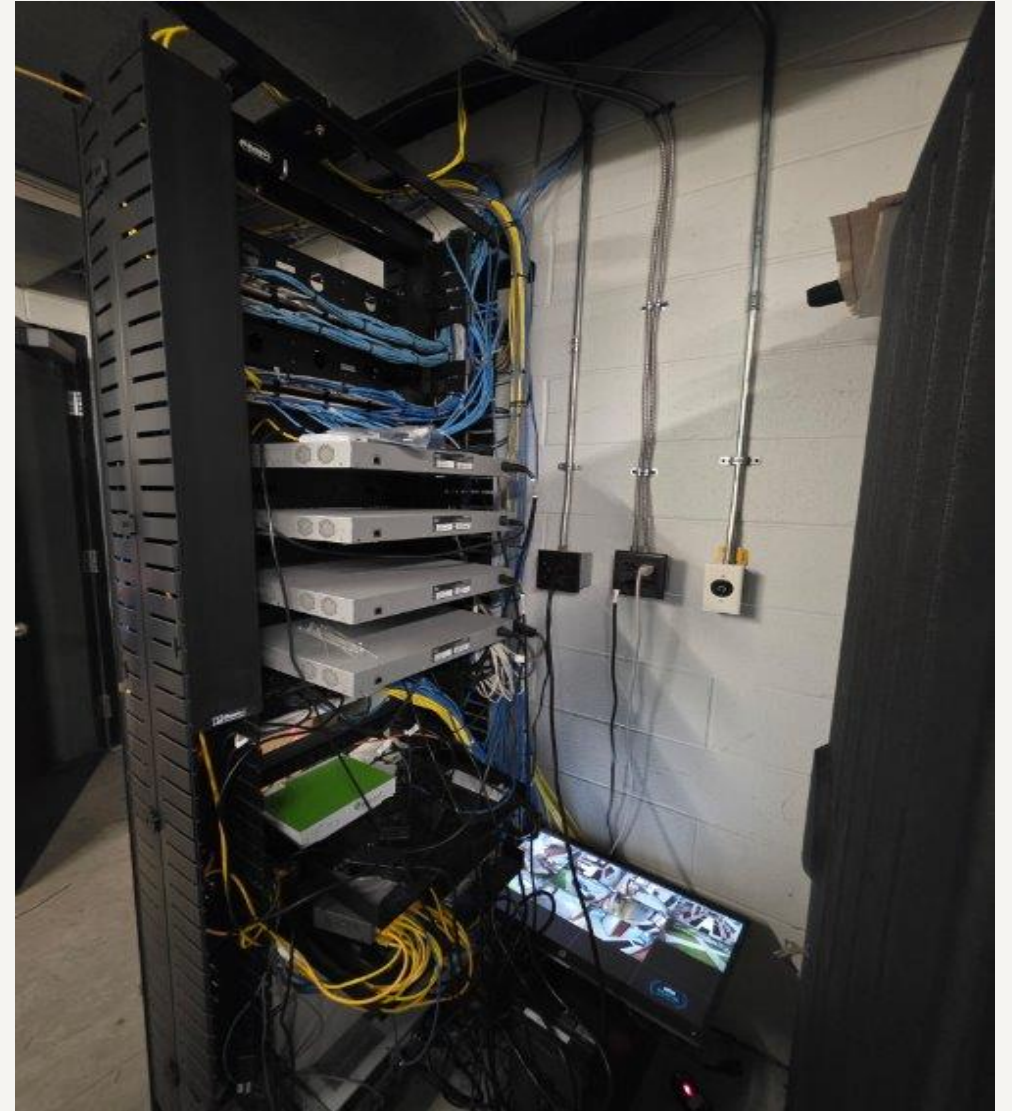
Operational: Town Hall

- Legally Required
 - Secure Record Holding
- Ideally Fix
 - Efficient Space Usage
 - Space Shortage
 - Working Heating in Offices



Electrical: Town Hall

- Should Be Fixed
 - HVAC
 - Safe Electrical Wiring



	Manlius Town Hall			
	Issues	Priorities		
		Legally Req	Should Fix	Ideally Fix
Accessibility	ADA Door Handles	X		
	ADA Accessible Restroom Signs (Including Braille)	X		
Operational	Secure Records Holding	X		
Electrical	HVAC		X	
	Safe Electrical Wiring		X	
Accessibility	Automatic Doors		X	
	Counter Height Wheelchair Accessible		X	
	Elevator Or Lift		X	
Safety/Security	Badge Door Scanners		X	
	Door Locks In/Outside		X	
	Public Walking Behind Safety Officer		X	
Operational	Efficient Space Usage		X	
	Working Heating in Offices			X
	Space Shortage			X

Required to Fix by Law
Solutions Would Address
Addressing Depends on Implementation

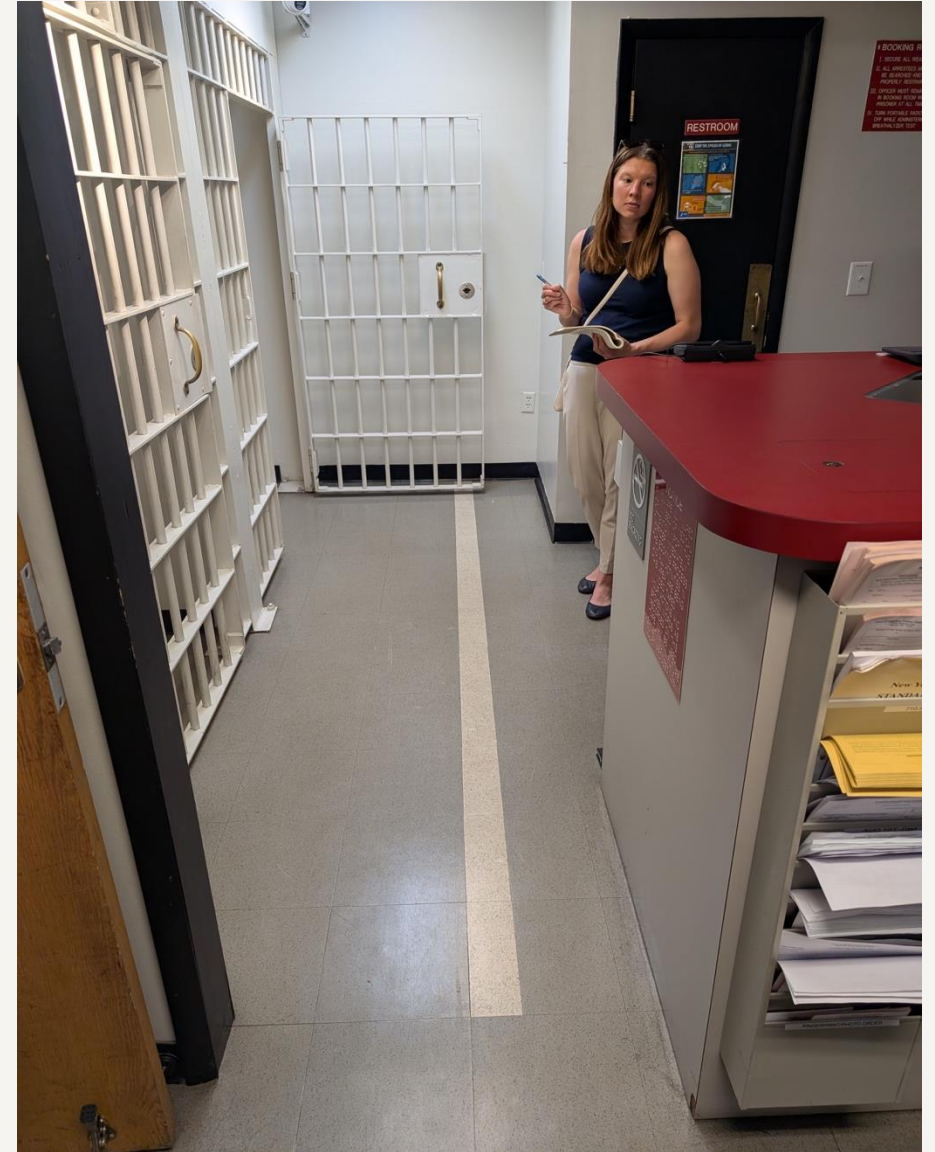
Accessibility: Police Station

- Legally Required
 - ADA Compliant Doors
 - ADA Compliant Bathrooms
- Should Fix
 - Accessible Hallways
- Ideally Fix
 - Wheelchair Access From the Garage into Building



Security/Safety: Police Station

- Legally Required
 - Asbestos Tiles
- Should Fix
 - Limited Holding Cells
- Ideally Fix
 - Limited Walkway Next to Holding Cells
 - Windows Clearly Visible to Public



Operational: Police Station

- Legally Required
 - Secure Record Holding
- Should Fix
 - Severe Lack of Space
 - Child-Sized Bathrooms
 - Injury Risk With Low Ceiling in Garage
 - No Designated Space for Securing Evidence
- Ideally Fix
 - Need to Send Patrol Cars Out for Maintenance Work
 - Larger Offices and Parking Lots



	Police Station			
		Priorities		
		Legally Req	Should Fix	Ideally Fix
Accessibility	Lack of ADA Ramps to Front Door and from Garage	X		
	Lack of ADA Doors	X		
	Lack of ADA Bathrooms	X		
Operational	Lack of Secure Records Holding	X		
Safety/Security	Lack of Sufficient # of Holding Cells		X	
	Limited Walkway Between Holding Cells and Grabbable Distance		X	
	Asbestos Abatement		X	
Accessibility	Lack of Hallways Accessible to Those in Wheelchairs		X	
Operational	No Designated Area for Securing Evidence		X	
	Locker Rooms are Maxed Out		X	
	All Child-Sized Bathrooms		X	
	Lack of Space for Impounded Vehicles		X	
	Lack of Storage Space		X	
	Injury Risk with Low Ceiling in Garage		X	
	No Overhead Space in Garage		X	
	Limited Space for Roll-Call or Training Rooms		X	
	Need to Send Patrol Cars Out for Maintenance Work		X	
Accessibility	Lack of Wheelchair Access From Garage into Building		X	
Safety/Security	Clear Windows Used for Windows in Sensitive Areas		X	
Operational	Lack of Larger Offices			X
	Difficulty Finding Unmarked Vehicles in Parking Lot			X
	Lack of Larger Parking Lot			X

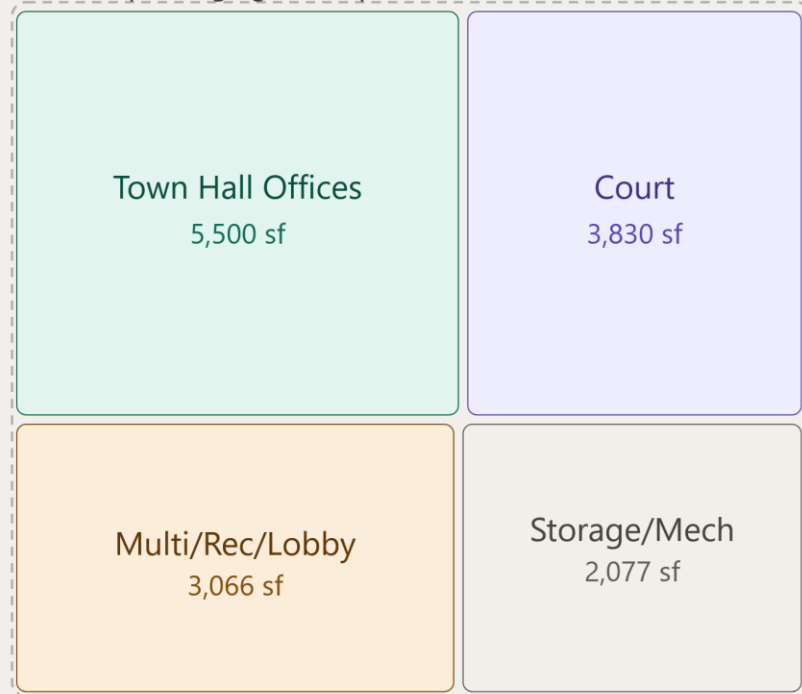
OPTIONS

Five Options

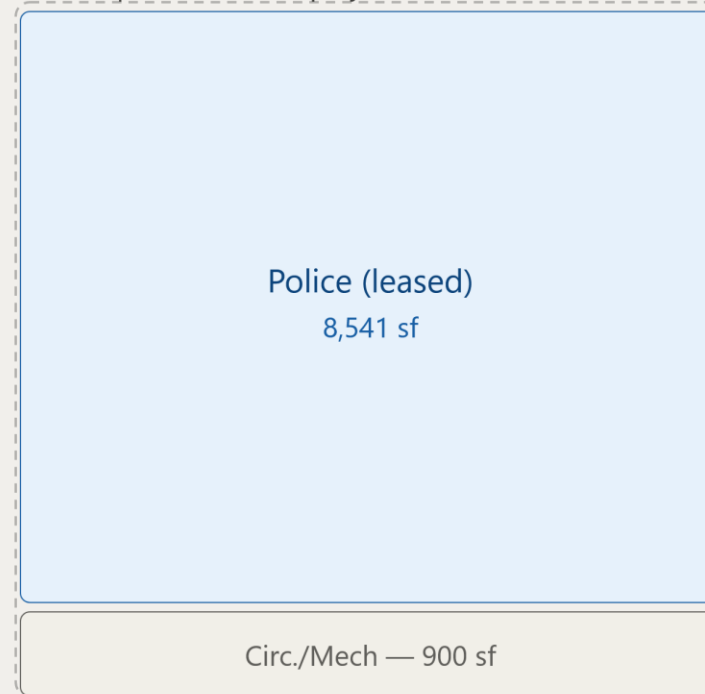
- **Option A — Do Minimum**
 - Fix urgent problems in both buildings
- **Option B — Full Rebuild**
 - New combined building for Town Hall, Police, and Court
- **Option C — Rebuild Police + Renovate TH**
 - Build new Police/Court building; fully renovate Town Hall.
- **Option D — Purchase Police + Renovate TH**
 - Buy and convert building for Police and Court; fully renovate Town Hall.
- **Option E — Purchase Police + Do-Minimum TH**
 - Buy and convert building for Police and Court (like D), but give the Town Hall only urgent repairs (like A)

Current Space Allocations

Existing Town Hall (kept as-is)
14,473 sqft — aging, not expanded



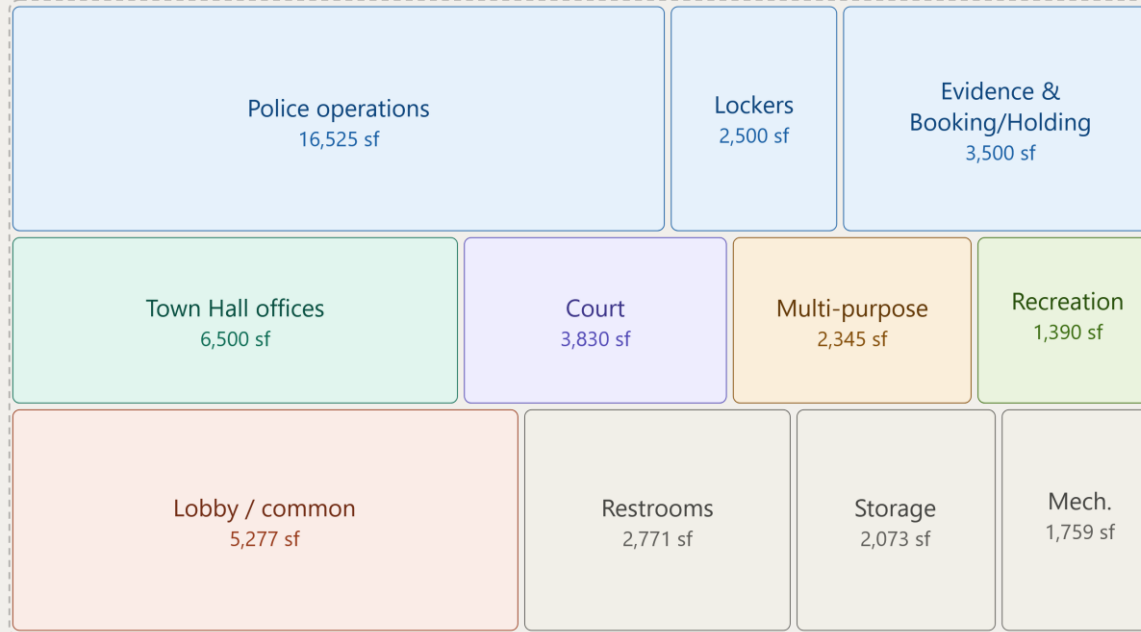
Leased Police Building (continues)
9,441 sqft — 205 sf/employee



Floor plate is schematic; areas are proportional to square footage. Police interior simplified.

Option B – Full Rebuild: Space & Trade-offs

Combined facility — full rebuild
50,000 sqft — Town Hall + Court + Police, one building



Problems Addressed

- Solves every facility problem in one modern building
- Police properly sized (~425 sf/employee); ends the lease
- Court and police co-located; Town Hall sold and back on tax roll
- Anchored by the Trophy Point professional estimate

Challenges Remaining / Risks

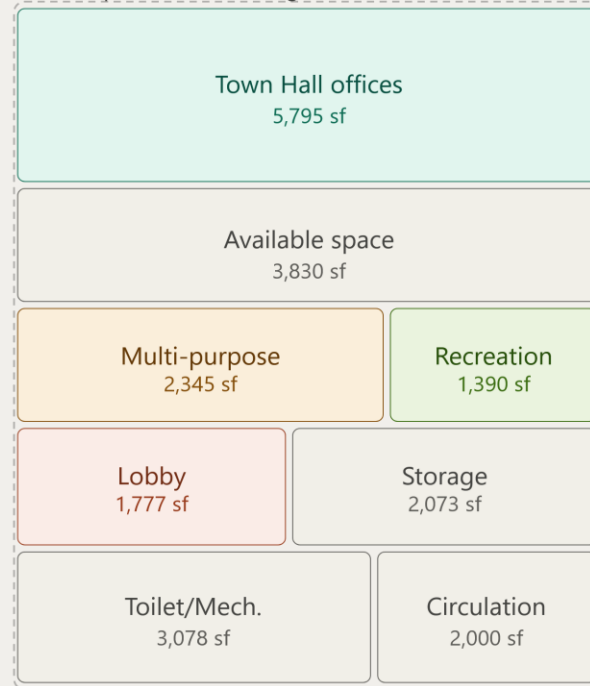
- Largest up-front cost and bond; needs a site (~7 acres)
- Requires bond referendum and confirmed debt capacity

Option C – Split: Space & Trade-offs

Building 1: New PD/Court
31,079 sqft — new construction



Building 2: Renovated Town Hall
22,288 sqft — 14,473 existing + 7,815 addition



Problems Addressed

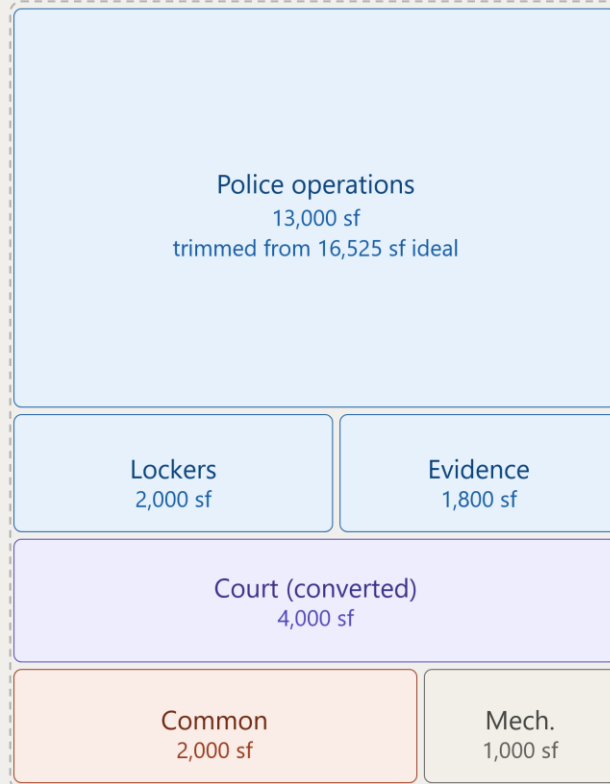
- Police properly sized in a purpose-built building
- Keeps and modernizes the existing Town Hall (per VIP study)
- Police and court co-located in the new building

Challenges Remaining / Risks

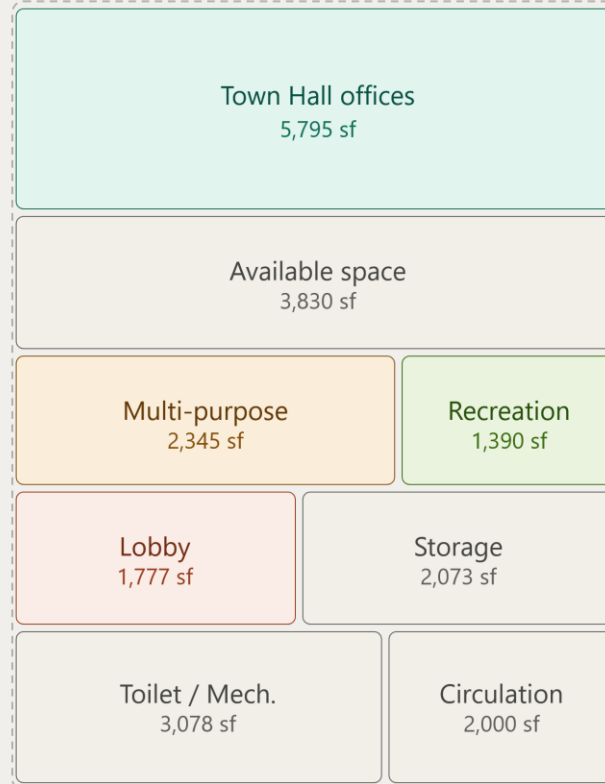
- Two buildings to operate and maintain
- Town Hall renovation carries discovery risk (asbestos, conditions)
- Needs a site (~4 acres) and a bond referendum

Option D – Purchase: Space & Trade-offs

Building 1: Purchased & converted
25,000 sqft — police trimmed to 340 sf/employee



Building 2: Renovated Town Hall
22,288 sqft — identical renovation to Scenario C



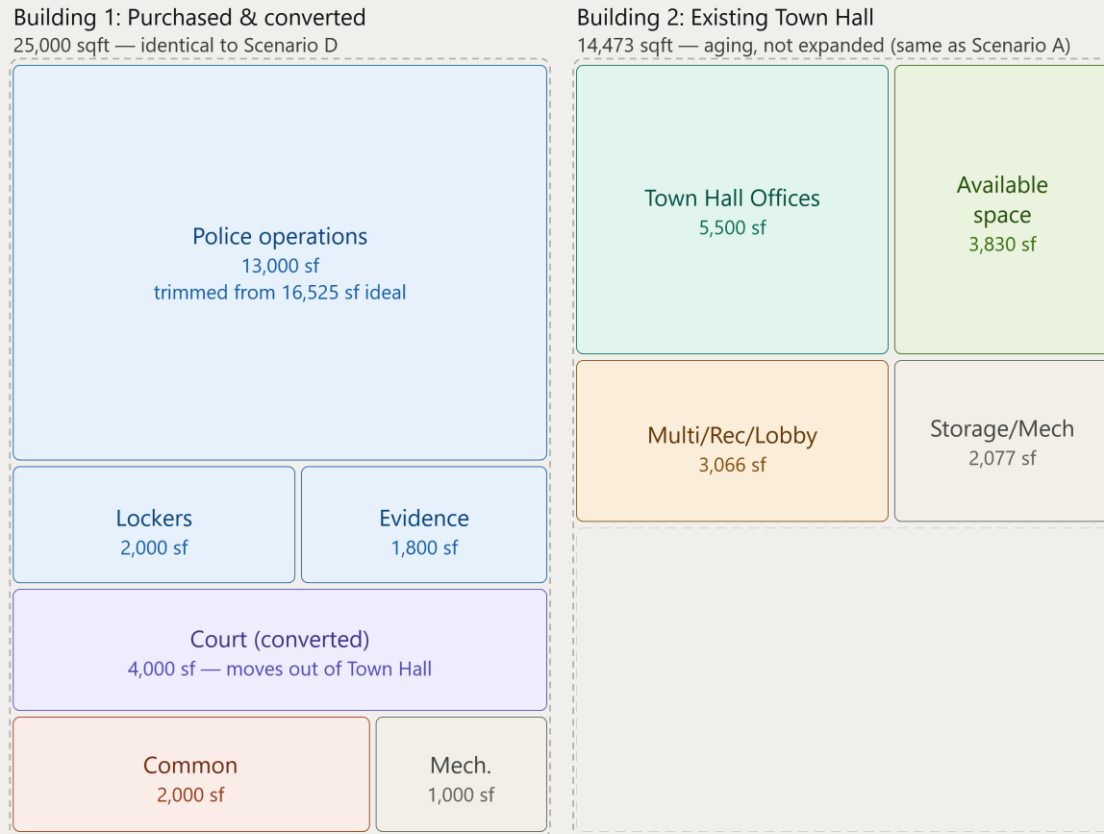
Problems Addressed

- Lower cost than build options
- Gets police out of the lease into an owned building
- Keeps and modernizes the Town Hall (per VIP study)

Challenges Remaining / Risks

- No building identified yet — least certain Option
- Purchased building is slightly undersized (police ~340 sf/employee)
- Conversion cost (cells, sallyport, evidence) is a major unknown

Option E – Purchase + Do-Minimum Town Hall



Option E differs from D only in timing: it defers the Town Hall renovation instead of doing it now.

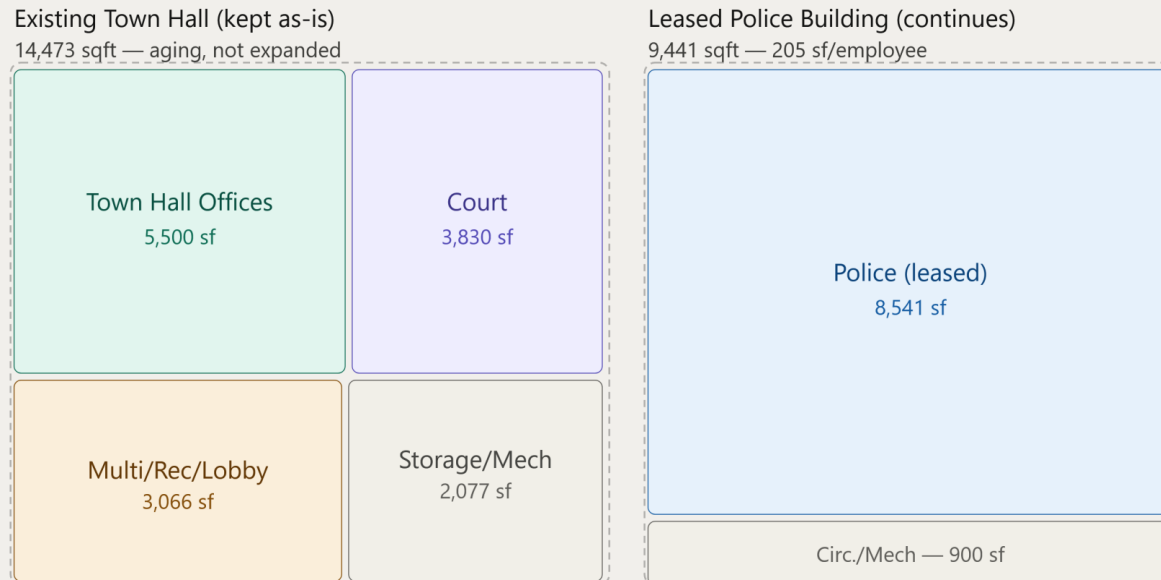
Problems Addressed

- Lowest UP-FRONT cost and lowest tax impact (~\$32/home/yr)
- Gets police out of the lease into a properly owned building
- Defers the \$10.5M Town Hall renovation (not now — but still owed)

Challenges Remaining / Risks

- Town Hall problems are deferred, not solved — accessibility, security, space all remain
- Deferred renovation in Yr 30 makes E cost MORE than D over 30 years (\$31.7M vs \$23.0M)
- No building identified yet; conversion cost (cells, sallyport, evidence) is a major unknown

Option A – Do Minimum: Space & Trade-offs



Problems Addressed

- Immediate compliance and safety fixes (electrical hazard, ADA basics)
- Avoids new debt in the near term

Challenges Remaining / Risks

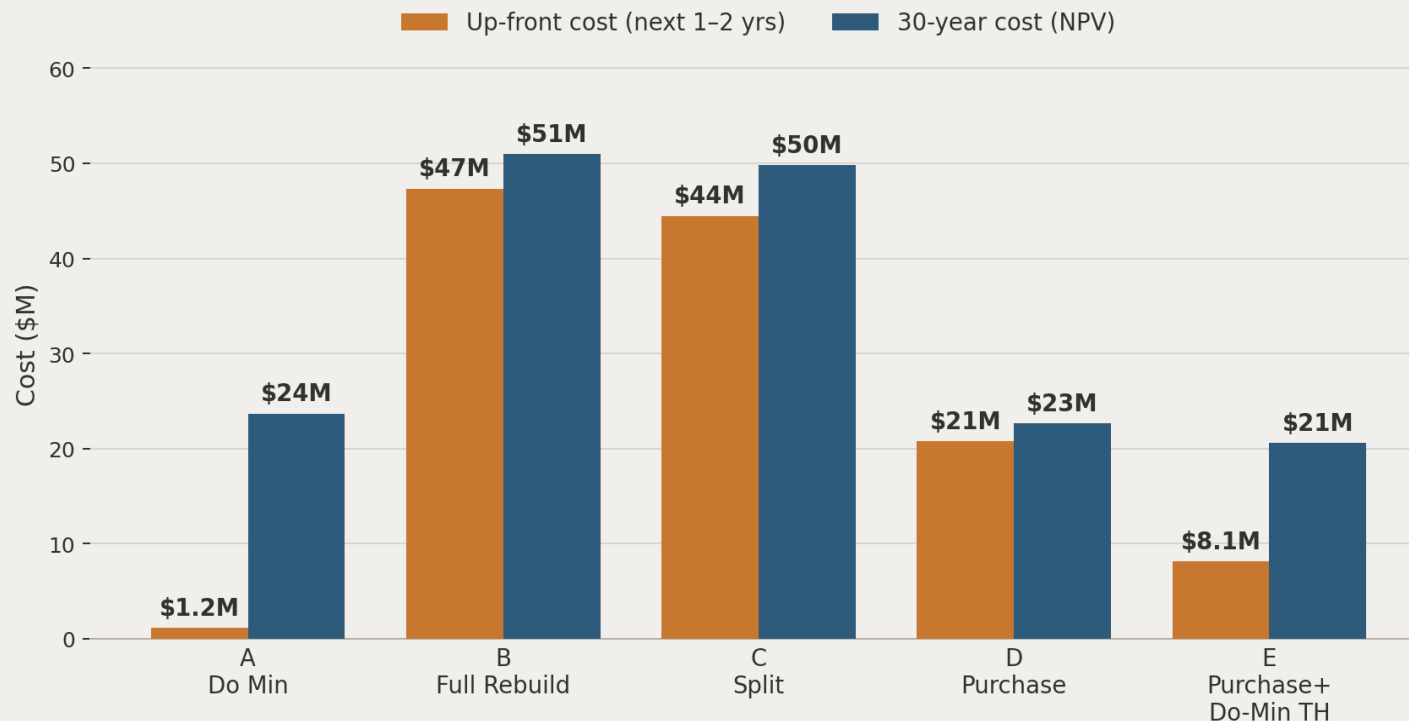
- Police remain in an undersized leased building (205 sf/employee)
- Town Hall accessibility, security, and space problems persist
- High 30-year cost, defers but does not avoid the eventual build

Key Parameters & Assumptions

- *Key assumption*
 - *“Do Minimum” defers but does not avoid the eventual build*
 - *Significant updates still required at Year 30.*
- **Option A**
 - Full comprehensive rebuild of Police + TH in year 30
 - We used the cost of Option B
- **Option E**
 - Full renovation of TH in year 30
 - We used the cost from the VIP study
 - No additional work on Police required in year 30

Cheapest Now vs. Cheapest Over 30 Years

*E and A cost the least up front — but over 30 years the options that fully fix both buildings win.
D is lowest over time that solves the issues now.*



Up-front cost / 30-year cost (NPV)

A – Do Minimum

\$1.2M up front · \$24M over 30 yrs

B – Full Rebuild

\$47.3M up front · \$51M over 30 yrs

C – Split

\$44.5M up front · \$50M over 30 yrs

D – Purchase

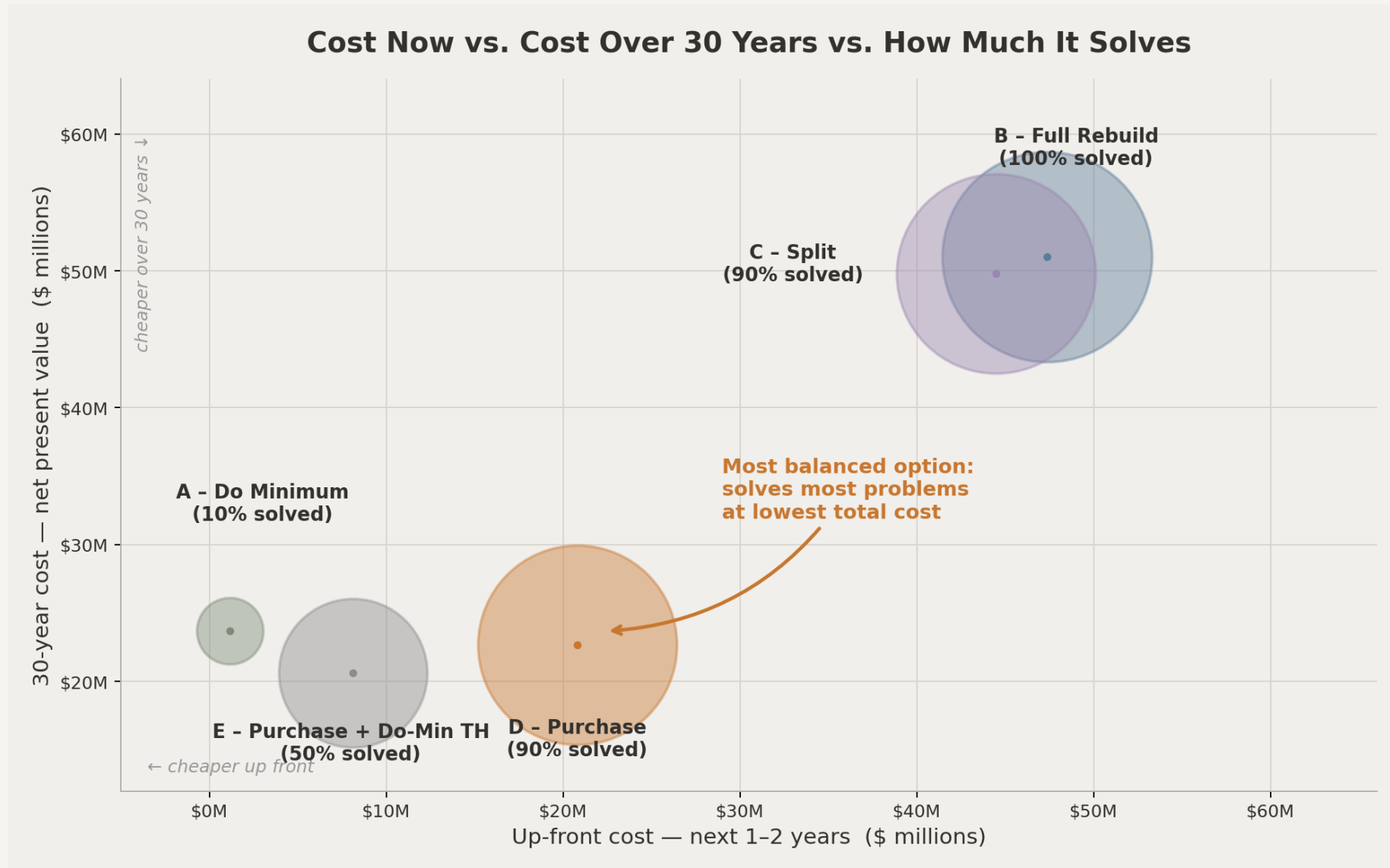
\$20.8M up front · \$23M over 30 yrs

E – Purchase + Do-Min TH

\$8.1M up front · \$21M over 30 yrs

*Planning-level comparison from the Town's cost-benefit analysis.
Full detail in the CBA workbook.*

Cost vs. Issues Solved



	Manlius Town Hall								
	Issues	Priorities			Options				
		Legally Req	Should Fix	Ideally Fix	A	B	C	D	E
Accessibility	ADA Door Handles	X			X	X	X	X	X
	ADA Accessible Restroom Signs (Including Braille)	X			X	X	X	X	X
Operational	Secure Records Holding	X			X	X	X	X	X
Electrical	HVAC		X		X	X	X	X	X
	Safe Electrical Wiring		X		X	X	X	X	X
Accessibility	Automatic Doors		X			X	?	?	
	Counter Height Wheelchair Accessible		X			X	X	X	
	Elevator Or Lift		X			X	X	X	
Safety/Security	Badge Door Scanners		X		X	X	X	X	X
	Door Locks In/Outside		X		X	X	X	X	X
	Public Walking Behind Safety Officer		X			X	X	X	
Operational	Efficient Space Usage		X			X	?	?	
	Working Heating in Offices			X		X	?	?	
	Space Shortage			X		X	?	?	

Required to Fix by Law
Solutions Would Address
Addressing Depends on Implementation

	Police Station								
	Issues	Priorities			Options				
		Legally Req	Should Fix	Ideally Fix	A	B	C	D	E
Accessibility	Lack of ADA Ramps to Front Door and from Garage	X			X	X	X	X	X
	Lack of ADA Doors	X			X	X	X	X	X
	Lack of ADA Bathrooms	X			X	X	X	X	X
Operational	Lack of Secure Records Holding	X				X	X	X	X
Safety/Security	Lack of Sufficient # of Holding Cells		X			X	X	X	X
	Limited Walkway Between Holding Cells and Grabbable Distance		X			X	X	X	X
	Asbestos Abatement		X		X	X	X	X	X
Accessibility	Lack of Hallways Accessible to Those in Wheelchairs		X			X	X	X	X
Operational	No Designated Area for Securing Evidence		X		X	X	X	X	X
	Locker Rooms are Maxed Out		X			X	X	X	X
	All Child-Sized Bathrooms		X		X	X	X	X	X
	Lack of Space for Impounded Vehicles		X			X	?	?	?
	Lack of Storage Space		X			X	X	X	X
	Injury Risk with Low Ceiling in Garage		X			X	X	X	X
	No Overhead Space in Garage		X			X	?	?	?
	Limited Space for Roll-Call or Training Rooms		X			X	X	X	X
	Need to Send Patrol Cars Out for Maintenance Work		X			X	X	X	X
Accessibility	Lack of Wheelchair Access From Garage into Building		X		X	X	X	X	X
Safety/Security	Clear Windows Used for Windows in Sensitive Areas		X			X	X	X	X
Operational	Lack of Larger Offices			X		X	?	?	?
	Difficulty Finding Unmarked Vehicles in Parking Lot			X		X	X	X	X
	Lack of Larger Parking Lot			X		X	?	?	?

Communications & Outreach

- Our team will provide a document with each matrix and a glossary of terms, the list of alternatives, and the cost-benefit analysis
- These deliverables can be easily accessible on the Town website
 - Link key reports such as this cost-benefit analysis and past feasibility studies
- Create handouts with summaries of the Town Hall problems defined and next steps
- Consider making some short videos documenting accessibility issues
 - Share videos through social media channels

Key Takeaways

- Between the two buildings, **we identified 32 issues** with ranging degrees of urgency
- **Five options** developed ranging in cost and comprehensiveness
- The **community wants** a range of **data-driven options proposed transparently** through different communications mediums.
- Police station has the highest number of needs to address
 - Options B, C, D, and E all involve addressing the issues in the Police Station
- **Options with the lowest upfront costs** have considerably higher lifetime costs

Questions?

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