

**CITY OF DUVALL
CITY FACILITIES SITE
SELECTION**

FEBRUARY 2026



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INTRODUCTION

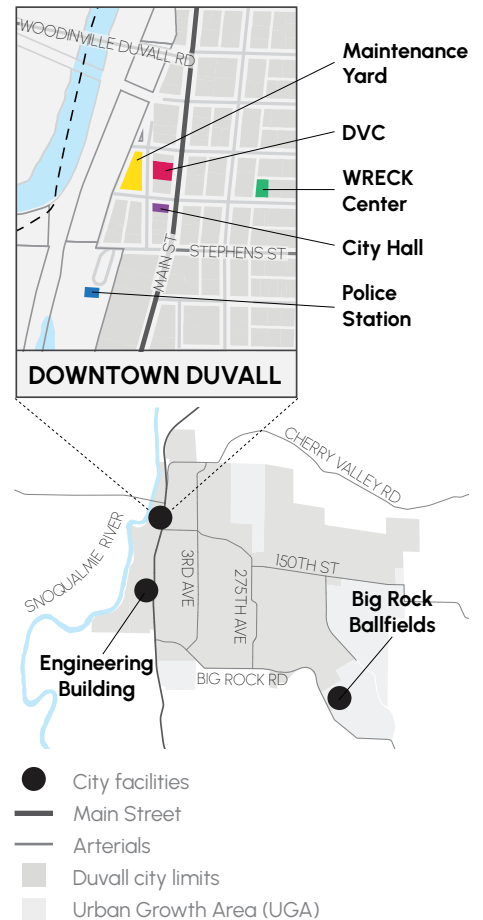
This City Facilities Site Selection study explores siting options for the City of Duvall's (City) Administration, Police, and Public Works facilities. Findings are intended to support facility relocation and complete a critical implementation step for three projects in the City's 2025-2030 Capital Facilities Plan (CFP).

Duvall lies in northern King County, on the eastern bank of the Snoqualmie River, approximately 10 miles from its closest neighbor cities of Monroe, Carnation, Redmond, and Woodinville. Its population of 8,800 is estimated to reach 12,000 by 2044. Duvall is characterized by its rural setting, rich agricultural history, and historic downtown, a stretch of several blocks along Main Street between Cherry Valley Road and Northeast Stephens Street. Downtown is the site of farmers markets, parades, and hosts buildings from the founding of present day Duvall in the early 1900's.

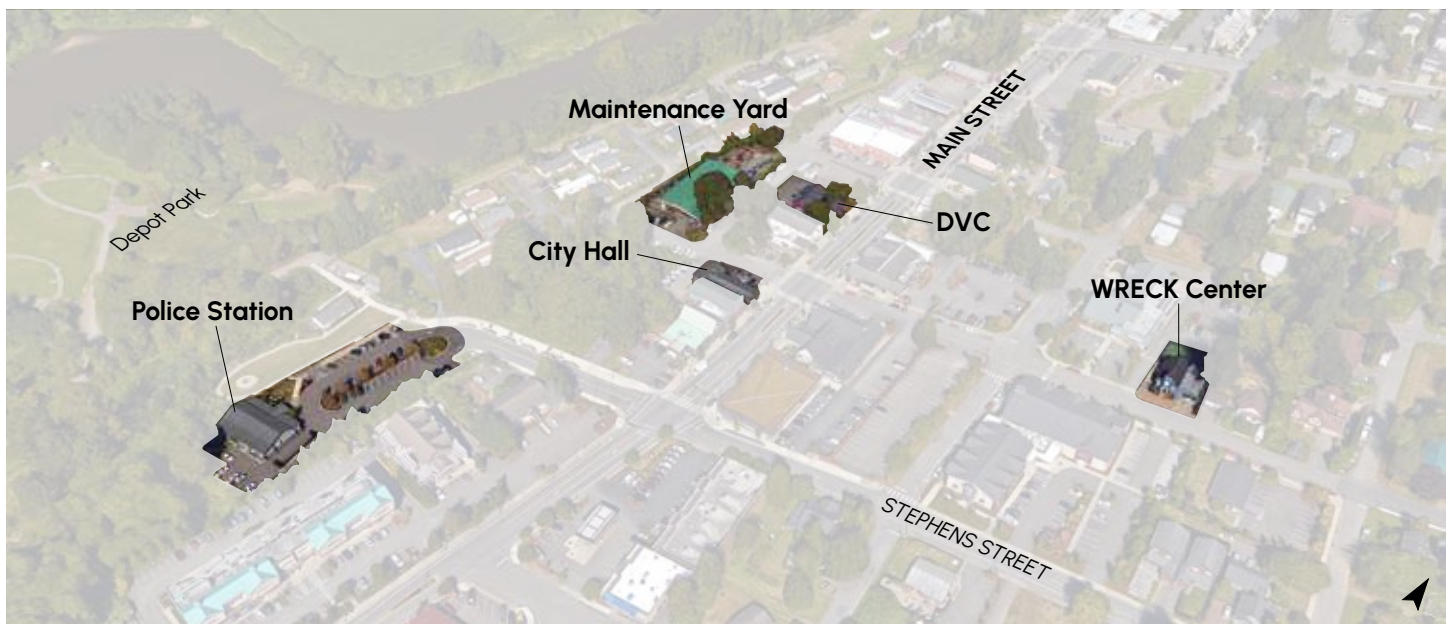
Downtown Duvall is also home to many of the facilities relevant to this study.

- Administration functions occur in Duvall City Hall, the Duvall Visitor Center (DVC), and the Engineering Building.
- Police have one facility, the Police Station, located adjacent to Depot and McCormick Parks.
- Public Works functions are located at the Maintenance Yard behind the DVC, the Engineering Building, and temporarily, the WRECK center.

Also relevant to the study are City-owned properties to the north and south of Big Rock Ballfields as well as a stand-alone parcel located at the corner of 271st Avenue and Big Rock Road.



Duvall facilities



Aerial view of City facilities in Downtown Duvall

PLANNING PROCESS

This study was prepared by MAKERS Architecture and Urban Design (MAKERS) in partnership with the City of Duvall. Long Bay Enterprises (Long Bay) conducted the site search and prepared land purchase estimates for the Administration, Police, and Public Works facilities. FFA Architecture and Interiors (FFA) advised on planning decisions related to Police facilities, and PACE Engineers, Inc (PACE) evaluated the cost to bring utilities and address stormwater at the highest performing potential locations.

The 2023 Facilities Update (ARC Architects) identified critical issues at three facilities that warrant their relocation: Public Works Maintenance Yard, City Hall, and the Police Station. This study identifies preferred sites for these facilities. To complete this site selection effort, MAKERS and the subconsultant team reviewed prior planning documents (see right), interviewed City leadership, toured all relevant facilities, and conducted a site search and evaluation. Study recommendations were determined by reviewing analysis at a series of work sessions with a City Leadership team including City Council members, the Mayor, the City Administrator, the City Clerk, the Chief of Police, and the director of Public Works.

The remainder of this document reviews the following:

- Maintenance Yard - summarizes existing conditions, future needs, site selection analysis findings, and recommendation
- City Hall and the Police Station - reviews existing conditions and future needs for Administration and Police, facility configuration and site selection analysis, recommendation, and community engagement
- Recommendations Summary - covers recommendations, next steps, and funding options

RELATED PLANS

The following three efforts provide context for this study:

2023 FACILITIES UPDATE, ARC ARCHITECTS

Determined Administration, Police, and Public Works facilities need to be replaced, projected 30-year space needs for these functions, and estimated rough order-of-magnitude (ROM) costs for several replacement scenarios.

2025-2030 CAPITAL FACILITY PLAN, CITY OF DUVALL

Adopted the 2023 Facilities Update's recommendation to replace the City Hall, Police Station, and Maintenance Yard facilities into Duvall's 2025-2030 Capital Improvement Plan (CIP).

2024 MUNICIPAL FISCAL SUSTAINABILITY PLAN, BERK

Recommends strategies to obtain funding for CIP projects and contextualizes their impact on Duvall's general fund.



Existing facilities: City Hall (top left), Police Station (top right), and Maintenance Yard (bottom)

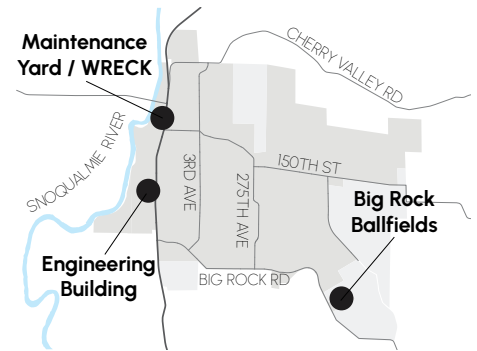
MAINTENANCE YARD

EXISTING CONDITIONS

The Maintenance Yard is located on a 0.42-acre parcel behind the DVC. The site is primarily occupied by a covered structure where Public Works stores bulk materials, signs, equipment, and fleet. This structure also covers the maintenance shop, crew building, and a heated shipping container for temperature sensitive materials. Additional equipment storage and fleet parking are located outside. Public Works also utilizes other locations across the city. One of these is the WRECK center, which provides supplementary office and meeting space for the maintenance crew.

Of the three facilities in this study, the Maintenance Yard is most urgently in need of replacement, due to the following:

- The 2023 Facilities Update noted this building is in poor condition and highlighted critical needs across all building systems. The building was estimated to have five years of economic life remaining in 2021.
- The crew building is inappropriate for a civic workspace. Overlapping office and break areas, little space for crew lockers or showers, and poor heating makes the space inhospitable. The covered structure was likely designed without the intention of occupancy and does not meet seismic standards.
- The facility is not equipped for overnight stays occasionally required for incident response.
- The site lacks the necessary area for current operations and future growth.
- Limited circulation space impacts efficiency and safety.
- A lack of storage space prevents equipment from being co-located.
- Downtown congestion reduces work efficiency and large vehicle deliveries can be challenging.

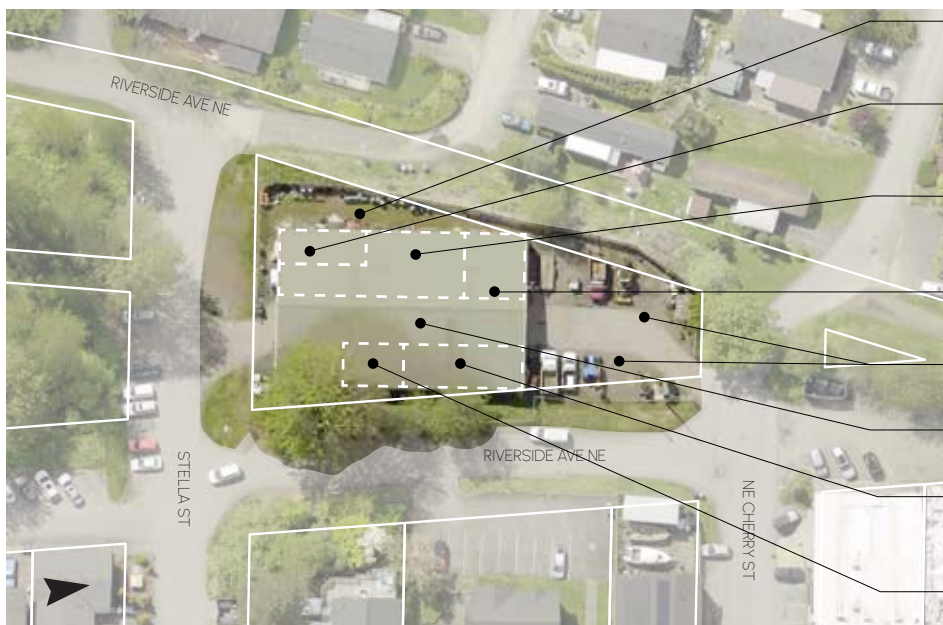


- City facilities
- Main Street
- Arterials
- Duvall city limits
- UGA

Public Works facilities



Storage on the side of the crew building



- EXTERIOR STORAGE**
Unprotected storage for miscellaneous or weather-resistant items
- HEATED STORAGE**
Heated container for weather-sensitive materials
- FLEET PARKING**
Covered parking for crew cabs and other small vehicles
- BULK MATERIALS**
Piles of salt and sand mixture
- UNCOVERED PARKING**
Parking for large vehicles and equipment
- LOADING AND CIRCULATION AREA**
Narrow aisle for vehicle travel
- CREW BUILDING**
Includes crew offices, break area, kitchenette, lockers, laundry, and shower
- MAINTENANCE SHOP**
Work and storage area for tools and machines

Aerial view of the Maintenance Yard



The Maintenance Yard has little maneuvering space for vehicles (left), inadequate space for crew lockers (center), and a small office that also functions as a break room and dispatch (right)

FUTURE NEEDS

Duvall Public Works needs a facility that will modernize operations, consolidate equipment, provide proper support spaces for the crew, and accommodate growth. Based on space need estimates from the 2023 Facilities Update, Public Works requires at least two acres of land and 23,000 square feet of building area to accommodate a right-sized facility.

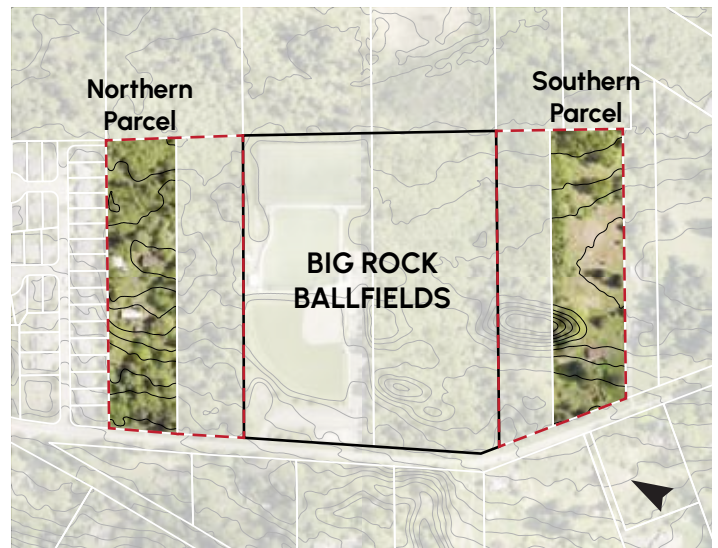
SITE SELECTION

To assess potential options for a new Maintenance Yard, Long Bay first searched for available two to five acre parcels within Duvall and the surrounding area with minimal development and appropriate zoning.

The search found five potentially suitable parcels. Four sites are outside city limits and the site within Duvall is a valuable commercial parcel on Carnation-Duvall Road. Long Bay estimated that purchasing new land for the Maintenance Yard could cost between \$900,000-\$1,000,000. Considering this price and distance from the Public Works service area, City-owned property near Big Rock Ballfields emerged as the best location.

BIG ROCK BALLFIELDS PARCELS

Big Rock Ballfields is Duvall's foremost location for sports recreation. In 2024 and 2025, the City purchased four parcels adjacent to the park. Three of the four parcels will be dedicated to conservation and public access recreation with one parcel dedicated to Maintenance Yard operations. Of these parcels, the northernmost and southernmost were identified as the most suitable sites for a new Maintenance Yard. Highlights from the analysis of these two parcels are summarized in the following section.



- Previously owned
- ▤ Newly purchased
- ~ Topography (5-ft)

Maintenance Yard site options at Big Rock Park

NORTHERN PARCEL

Address: 28440 NE Big Rock Rd

Size: 4.8 acres

Geography: Elevation varies across the site, peaking in the center and sloping down towards the northeast and the southwest. Wetlands limit development of much of the northeast end.

Current use: Occupied by a single tenant with an agreement to vacate the property. Multiple structures in various states of repair are located on site.

Other considerations: A residential neighborhood abuts the northern edge of the parcel.



Northern parcel

SOUTHERN PARCEL

Address: 28616 NE Big Rock Rd

Size: 5.0 acres

Geography: Site slopes downward towards the northeast and southwest, but is mostly flat. A hill encroaches into the site on its northern end. Development of the northeast end is slightly limited by the presence of wetlands near the parcel.

Current use: Unoccupied. A house remains on site from the former owner.

Other considerations: A single residence abuts the southern edge of the parcel.



Southern parcel

PARCEL COMPARISON

The southern parcel is recommended for the future Maintenance Yard. Though the parcels are comparable in size, the wetlands on the northern parcel render at least a quarter of the site unusable. Further, the topography of the southern parcel makes it easier to develop, there is less tree canopy to disturb, and it is adjacent to fewer existing residences. The cost to bring required utilities and address stormwater for each site are comparable.

RECOMMENDATION

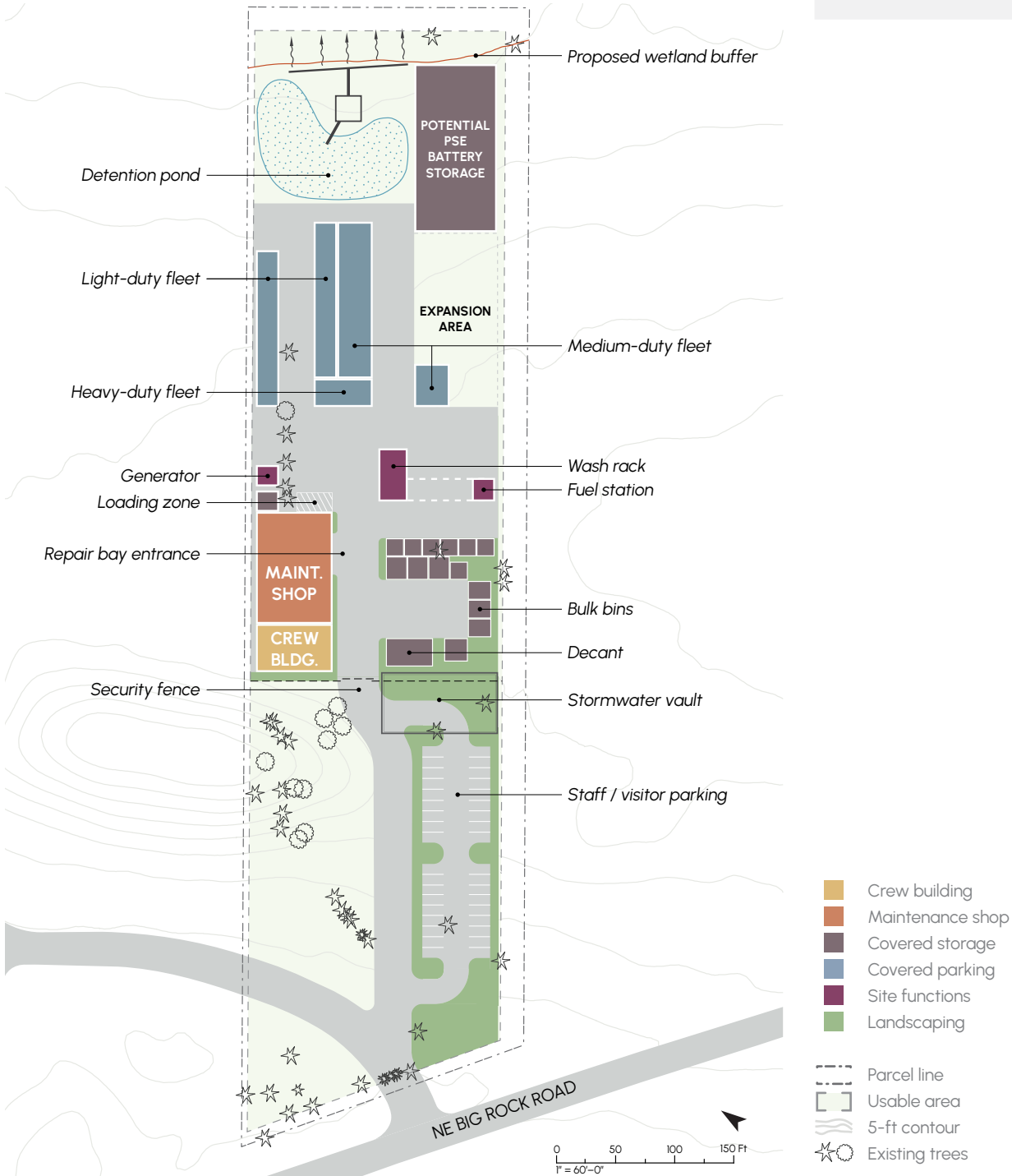
Because of its greater growth potential and lower density adjacent development, the southern parcel was determined to be the best fit for a new Maintenance Yard.

To demonstrate the southern parcel's feasibility, MAKERS developed a conceptual test fit using the 2023 Facilities Update space need estimates. This test fit also includes proposed stormwater management solutions and reserves space to potentially lease to Puget Sound Energy for a battery energy storage system.

NEXT STEPS

Annexation of City-owned parcels adjacent to Big Rock Ballfields is complete!

Procure design consultants (underway as of December 2025).



Conceptual test-fit design for the Maintenance Yard on the southernmost City-owned parcel adjacent to Big Rock Ballfields

CITY HALL AND POLICE STATION

CITY HALL

This section focuses on City Hall and reviews the DVC and Engineering Building to incorporate planning for all administrative functions.

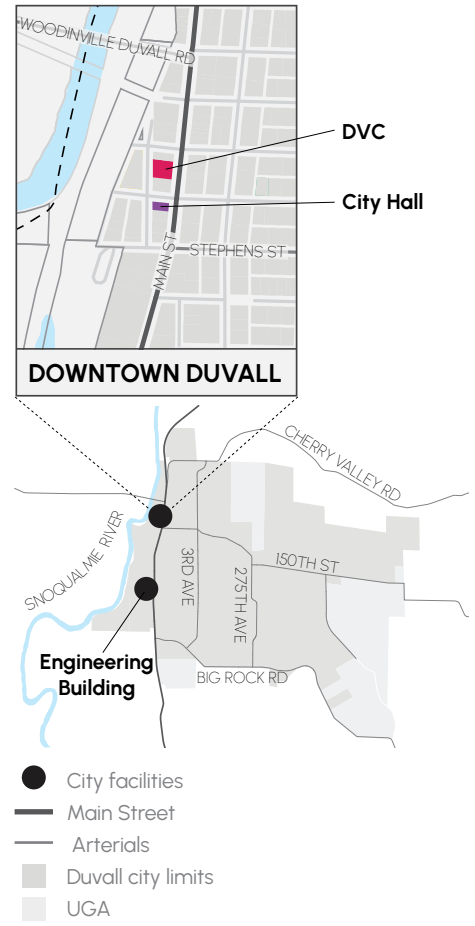
EXISTING CONDITIONS

CURRENT CITY HALL

Located on Main Street, City Hall is Duvall's primary administrative facility. The two-story structure sits on a 0.09-acre parcel and contains offices for the City Administrator, the City Clerk, and the Finance Department. A public lobby faces the street.

The existing City Hall is a poor long-term location for Duvall administration due to the following:

- The 2023 Facilities Update identified a variety of issues with exterior components, building systems, and interior finishes. Poor ventilation and inadequate sprinklers were emphasized by staff, in addition to the access and safety concerns described below. Due to its age, maintenance issues at City Hall will continue to mount until replacing the facility is the only feasible option.
- The building is undersized, lacking sufficient conference rooms, storage, and office space. City Hall cannot accommodate all administrative staff, Council Chambers, community meeting spaces, or areas for the Mayor or Council to meet with constituents.
- City Hall's lobby does not feel safe for staff due to poor sightlines and limited security features.
- Outside, there is no designated City employee parking and only one Americans with Disabilities Act (ADA) accessible parking space at the upper level. Accessible routes from this space to the lower level are inadequate.



Administration facilities



City Hall, west side entrance



City Hall has inadequate conference space (left), inefficient offices (center), and limited ADA parking without accessible pathways to the building's west entrance (right)

DUVALL VISITOR CENTER

Located on a 0.25-acre parcel north of City Hall, the DVC is a historic Duvall building that primarily serves as community rental space. Because City Hall is not equipped with council chambers, the DVC hosts council meetings in its two community rooms. However, the room used for executive session is not equipped with adequate AV systems and the multipurpose use of both conflicts with the council chamber function. The 2023 Facilities Update noted that the building has an estimated five years of remaining useful life without continued investment in maintenance.



Duvall Visitor Center

ENGINEERING BUILDING

The recently remodeled Engineering Building is one of the best functioning facilities in Duvall's portfolio. It shares a 7.4-acre parcel with the City's wastewater treatment plant and hosts the Public Works Engineering staff and Planning and Building Divisions of Community Development.



Engineering Building

FUTURE NEEDS

Duvall's administration needs a facility that can accommodate all staff, provide appropriate spaces for Council, and improve security and accessibility. Investing in a new facility also provides the opportunity to include additional features, such as a flexible multi-use community meeting room and an Emergency Operations Center (EOC). Depending on the site selected, there may also be opportunities to add outdoor community amenities, for example, a public plaza and/or play area. In terms of the ideal future City Hall location, a previous community survey and City staff workshops and interviews revealed mixed feelings on whether City Hall should remain downtown or move to another part of Duvall.

City Hall's estimated space needs from the 2023 Facilities Update have been revised to add workspace for the mayor and councilmembers and to reflect that the Building Division and Engineering staff will remain in the Engineering Building. A rightsized City Hall will require at least 0.56 acres of land for a one-story facility, or 0.37 acres of land for a two-story facility, and approximately 11,500 square feet of building area. This estimate does not include space for an EOC or desired additional amenities and should be refined in the design phase.

EMERGENCY OPERATIONS CENTER

An EOC is a central space for City staff and leadership to coordinate emergency response and services during natural disasters and other events. Adding an EOC at Duvall's new City Hall or Police Station is a priority due to the City's isolation from other communities and frequent events related to weather and location.

2023 Facilities Update Estimate			Revised Estimate	
Function	Gross Square Footage		Function	Gross Square Footage
Common / Council Chambers	7,229		Common / Council Chambers	7,229
City Administrator	528	Adds	Mayor / Council	500
City Clerk	838		City Administrator	528
Finance	1,014		City Clerk	838
Community Development - Planning	1,382		Finance	1,014
Community Development - Building	1,131	Subtracts	Community Development - Planning	1,382
Public Works Engineering	1,663			
TOTAL	13,785		TOTAL	11,491

Space need estimate revisions

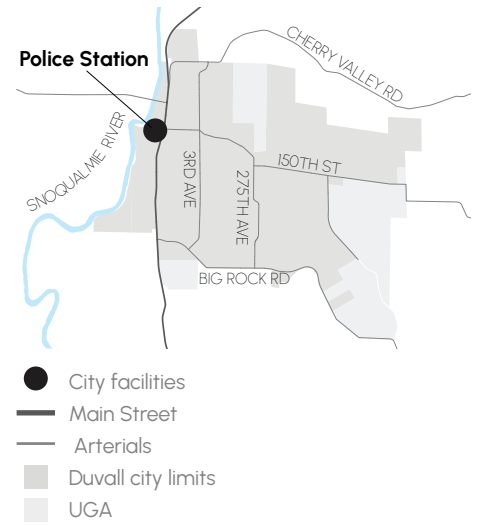
POLICE STATION

EXISTING CONDITIONS

The Duvall Police Station and its exterior parking occupies approximately 0.3 acres adjacent to Depot and McCormick Parks, two of the City's popular recreation areas. It contains offices, a kitchenette, locker rooms, evidence storage, a report writing area, holding cells, and a garage. The facility was recently renovated to add a women's locker room, remodel the kitchen, add new floors and windows, and update interior and exterior finishes.

The Police Station is not a viable long-term facility for Duvall and needs to be relocated due to the following:

- The Police Station is a modular structure not built to the appropriate code standard for an essential facility. Public safety facilities should be constructed to essential facility standards to ensure they can continue to operate during and after a disaster.
- The 2023 Facilities Update identified a variety of issues with the building's exterior, systems, and interior finishes. Since the Facilities Update, the Police Station has sustained a series of building failures, including a recent fire inspection failure due to a malfunctioning sprinkler system.
- The existing site cannot accommodate growth as there is no space to expand due to surrounding wetlands and adjacency to Depot Park.
- The building is surrounded by high ground, which poses a security risk.
- The current location is within the Snoqualmie River's 500-year floodplain.
- The Depot Park location has a single route of egress. Police facilities require multiple routes of egress to ensure security and support rapid response.
- Staff share the parking lot in front of the building with park visitors and officers must travel through it to respond to calls. Response times are hampered by congestion and there are inherent safety risks when police deploy through a publicly accessible area.
- The parking lot is occasionally occupied by city events, requiring Police to move patrol cars to another location or be blocked in.
- Congestion downtown also impacts response times. Police would prefer a location outside downtown.
- Holding cells and interview rooms do not meet current standards.
- Offices, locker rooms, storage spaces, and fleet parking are undersized.
- Industry standards require that evidence storage and processing be divided by general use, firearms, narcotics, and high-value items. The Police Station needs substantially more evidence storage space to meet this standard.



Police facilities



Police Station



Single point of access to fleet parking



Sallyport addition

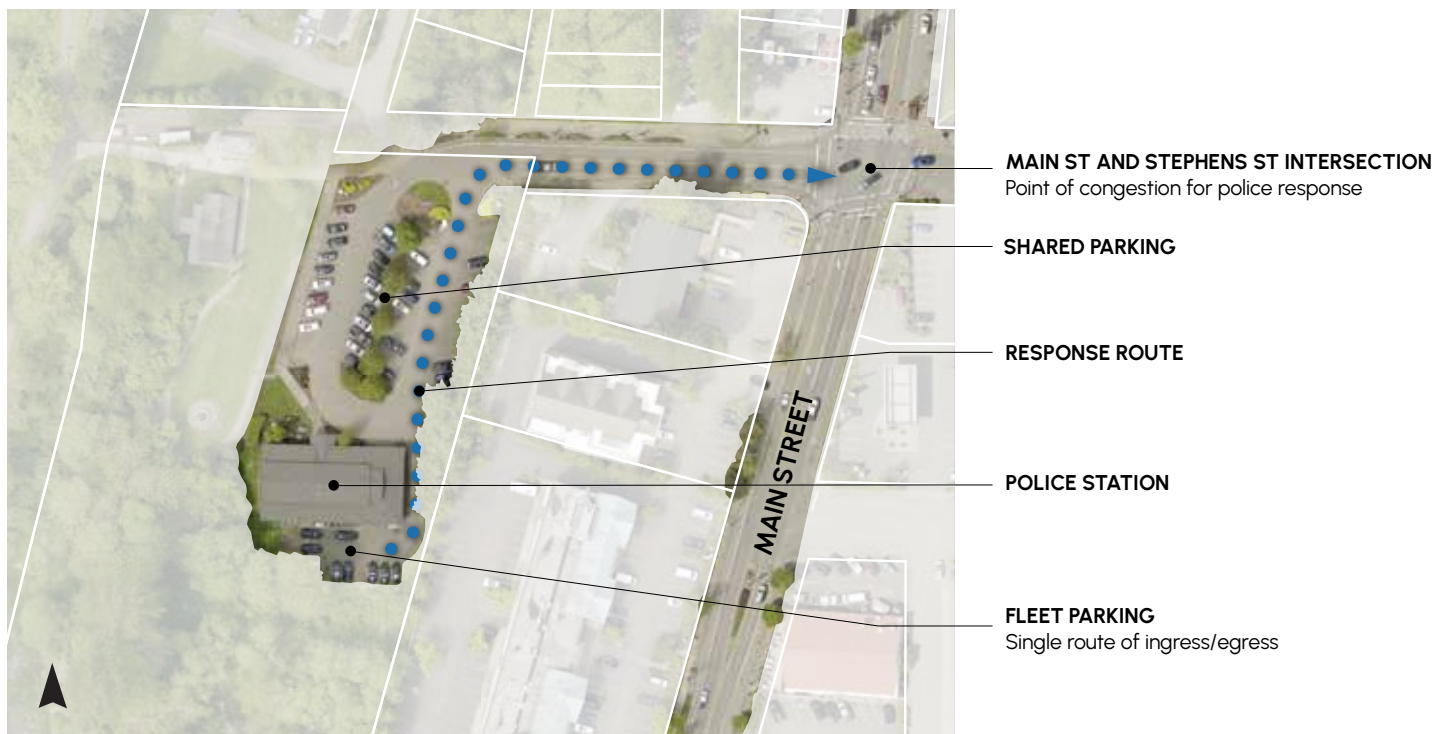


The Police Station has shared parking with Depot Park (left), limited evidence storage (center), and unsecured IT infrastructure (right)

FUTURE NEEDS

The Duvall Police Department needs a purpose built facility in a secure location outside downtown that brings operations in line with industry standards and allows for growth. According to the space estimates from the 2023 Facilities Update, a rightsized Police Station will require 0.43 acres of land and 9,100 square feet of building area.

Ideally, a new facility could help Duvall Police Department meet the Washington Association of Sheriffs and Police Chiefs accreditation standards. Accreditation is based on numerous data points related to evidence handling, training, other operations, and facilities. Beyond proving the department's professionalism and efficiency, accreditation can decrease liability insurance costs and potentially open opportunities for additional grant funding.



Aerial view of the Police Station and response route

FACILITY CONFIGURATION

This study explored three potential approaches to configuring City Hall and the Police Station: Combined, Campus, and Separate.

COMBINED

The combined approach would construct a single building that contains both City Hall and the Police Station. A combined facility provides one consolidated and convenient location to access customer-focused functions. Common elements like the lobby, break rooms, and conference rooms could be shared between Administration and Police, though there can be some cultural challenges with this approach. Sharing a facility could simplify management, encourage cross-department collaboration, and help strengthen City culture.

However, a combined facility requires special attention to the varied circulation and security needs of each function. A thoughtful approach will be needed to integrate goals for privacy, safety, and connectivity. Additionally, in a combined facility, the essential facility design requirements for a Police Station add cost and complexity to the City Hall portion of the project.

CAMPUS

A campus configuration builds individual structures for City Hall and the Police Station that are located on the same site. It does not offer the same level of convenient opportunities to share space, but it does reduce cost and complexity by separating essential building systems. Customer comfort, privacy, and security is also enhanced by separating the public spaces of each facility.

SEPARATE

Separate facilities allow each location and design be optimized to its core function. It simplifies the privacy, circulation, and security considerations of a combined facility, and could allow City Hall to remain downtown while Police relocates to a less congested part of the city.

This would eliminate the potential benefits of having both departments share a location, like increased staff collaboration or a consolidated location for visitors.

RECOMMENDED CONFIGURATION

This report recommends either a campus or separate configuration, depending on the siting decision for each facility. While there are many benefits to a combined facility, the potential for added cost and complexity make it the least desirable option for Duvall. A campus configuration offers many of the same benefits as a combined facility while mitigating privacy and security concerns. Buildings can be completed on different timelines with a campus or separate configuration.



Combined Police and City Hall facility in Issaquah



Police and City Hall campus in Lacey

SITE SELECTION

Properties for the future City Hall and Police were considered in the four zones shown below, and two identified properties were selected for further review.



Site selection zones and key City-owned properties considered for a new City Hall and Police Station

Long Bay searched properties in all four zones and found 10 privately-owned parcels that satisfied the selection criteria noted at right. Four of these parcels were eliminated as they either sold or submitted plans to development review during this project. Others were excluded to avoid residential or commercial displacement, and to preserve Duvall's few industrial zones. The final shortlist included two privately-owned sites in Zone 1 and Zone 2 and two city-owned sites: the current Maintenance Yard site and the property on 271st Avenue and Big Rock Road (271st Ave Property).

Two options emerged as the most desirable. By leveraging City-owned land, these options are more feasible and have a lower cost than other options considered.

	City Hall	Police Station
Option 1	271st Ave Property	271st Ave Property
Option 2	Maintenance Yard	271st Ave Property

The 271st Ave Property is an ideal location for the Police Station, situated near major arterials and away from downtown congestion. For City Hall, this site is in close proximity to a growing area and civic recreational hub. New parks near the site compliment potential community amenities, and City Hall's presence could encourage mixed-use development along this corridor.

Alternatively, siting City Hall downtown would allow it to continue to serve as an anchor for civic and economic activity on Main Street. However, the smaller Maintenance Yard parcel limits the ability to accommodate future growth needs or add amenities. This could be mitigated by purchasing privately-owned land near the site.

SELECTION CRITERIA

- At least 1/2 an acre of usable site area
- Outside a residential zone
- Reasonably compatible with neighboring functions
- On or near major arterials for the Police Station
- Near commercial or civic activity centers for City Hall

RECOMMENDATION

This study recommends developing a civic campus to include City Hall, the Police Station, and community spaces on the City-owned property on 271st Avenue and Big Rock Road. The 271st Ave Property provides enough space for both facilities and additional community amenities, such as a plaza and/or splash pad. It allows for some flexibility to accommodate future growth needs. Siting civic facilities in this area also supports economic development in a rapidly growing part of the city. This option retains the Maintenance Yard parcel in the City's portfolio to either be divested or developed for another civic purpose. Once vacated, the current Police Station site is also poised for redevelopment or reuse. As shown in the aerial below, these sites have potential to further activate Downtown Duvall.

COMMUNITY ENGAGEMENT

Duvall's next steps would be to refine plans for City Hall and the Police Station. To support this effort, the City of Duvall intends to engage the community in a variety of ways, which could include hosting workshops, tabling at public events, conducting a survey, or supporting other approaches to gather community feedback.



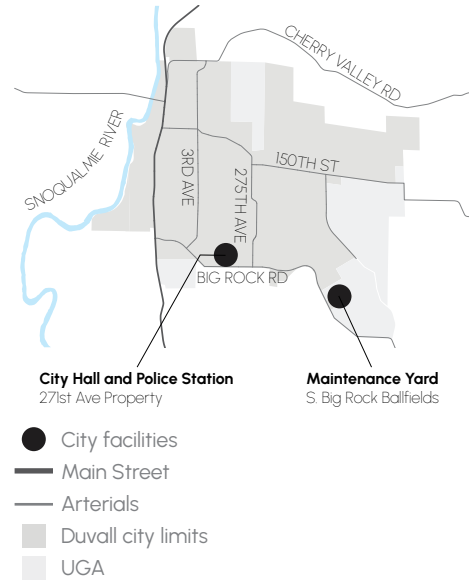
Aerial view of the Maintenance Yard and Police Station – sites with reuse and/or redevelopment potential for civic benefit

RECOMMENDATIONS SUMMARY

This chapter summarizes recommendations, next steps, and funding options for the Public Works Maintenance Yard, City Hall, and Police Station.

PUBLIC WORKS MAINTENANCE YARD

This study recommends relocating the Public Works Maintenance Yard to the southernmost City-owned parcel adjacent to the Big Rock Ballfields. This location provides enough space to accommodate future growth, while limiting the potential impact to nearby residences and functioning as a buffer between ballfield activity impacts and neighbors to the south and east. According to the CFP, this project is estimated to cost roughly \$8.3 million (2025\$) and occur between 2025-2026. More research is needed to confirm space needs and refine cost estimates during the design phase.



Recommended locations for the Maintenance Yard, City Hall, and Police Station

NEXT STEPS

The process to design this facility on the City's southern parcel adjacent to the Big Rock Ballfields is underway!

CITY HALL AND POLICE STATION

This study recommends creating a civic campus with City Hall and the Police Station on the 271st Avenue and Big Rock Road property. This site is large enough to accommodate both facilities, an EOC, and community amenities. This option has the potential to further activate a growing area and reserves the current Maintenance Yard property for other projects that meet City planning and economic development goals. Moving City Hall away from downtown also opens up prime real estate for commercial activity and could further activate Main Street.

The CFP includes a cost estimate of \$45.3 million (2029\$) to build City Hall, the Police Station, and structured parking. Structured parking would not be required on the 271st Ave Property, which reduces this estimated cost to \$35M (2029\$). Space needs and cost estimates should be refined during project design.



Aerial view of the southernmost parcel adjacent to Big Rock Ballfields

NEXT STEPS

Duvall City Council will determine where City Hall and the Police Station are located, when they are developed, and how they will be funded. When the City is ready, the following key steps will move this effort forward:

- Engage the community in planning and design through a robust outreach effort
- Complete site investigations, update space needs, and refine project cost estimates
- Determine the funding strategy and target schedule for development
- Complete design and construct the facilities



Aerial view of the 271st Ave Property

FUNDING OPTIONS

Few cities can afford to pay for significant civic facility investments with cash on hand. In response to recommendations in the 2023 Facilities Update, BERK drafted the Municipal Fiscal Sustainability Plan to analyze the City's fiscal condition, anticipated investments, and potential strategies to fund operational and capital needs.

CAPITAL STRATEGIES

The BERK plan recommends the following capital strategies to fund the projects in this study:

Bond Funding. The City can issue general obligation bonds to fund capital projects, either by a vote of the council or the approval of voters. As of 2023, the City's councilmanic debt capacity was \$38 million. BERK estimates that on a 40-year term with an interest rate of 2.5%, the City would have an annual debt service of \$1.5 million for a bond issue of \$40 million, see page 21 of the Municipal Fiscal Sustainability Plan. This may overstate project costs as it is based on estimates that included structured parking, see page 7 of the 2025-2030 Capital Facility Plan.

Real Estate Excise Tax (REET). REET is a tax on the sale of real property that can be used to fund capital projects. BERK estimates that between 2025 and 2031, the City will collect \$13.4 million in REET revenues. The City could begin setting this money aside now to pay for a portion of these projects.

Utility Funds. The City has funds on hand to finance design and construction of the Public Works Maintenance Yard. This project has been anticipated for years and funding has been generated through capital planning and proper rate setting. Utility funds may also be able to fund the portion of City Hall that supports staff dedicated to the Utility line of business.

GRANT FUNDING OPTIONS

The City of Duvall may be eligible for the following grants to help fund the construction of new facilities:

Community Facilities Direct Loan & Grant Program. This program from the Department of Agriculture is intended to help rural communities of no more than 20,000 residents purchase, construct, and/or improve essential community facilities, including town halls and police stations.

Emergency Operations Center Grant Program. In 2024, the Department of Homeland Security, via the Federal Emergency Management Agency, made over \$100 million in grants available to state and local governments to upgrade, maintain, and construct Emergency Operations Centers.

Department of Justice Programs. The Department of Justice offers a variety of grant programs for law enforcement through the Office of Community Oriented Policing. Typically, these grants focus on needs related to recruitment, equipment, and operations, but occasionally include infrastructure.