



Princeton Police Department

Memorandum

To: Princeton City Council

From: Chief Todd Frederick and Finance Director Steve Jackson

Date: 03-02-2020

Regarding: City Hall Front Desk Security

The City of Princeton has currently budgeted for upgrades to the City Hall front window and glass located around the City Hall building. In the need to keep our employee's safe we would like to upgraded the security by removing the roll up door and adding a high impact window with transaction tray and speak through system. We would also like to add 8mill High impact film with an anchoring system to the side windows located next to the front desk area.

The total cost of this project (2nd phase) would not exceed \$10,000.00

The project would be done by East Side Glass and Lookin Good Window Tint for the security Film. Some work would also be done by public works (removal of roll up door and possibly replacing trim around window).

If council approves the second phase of the project, we will look into a third phase that includes some additional safety measures with windows and door locks for city hall and the council chambers.

We are asking for council approval to move forward with security upgrade of City Hall front desk area.

Chief Todd Frederick
Princeton Police Department