

TO: Mayor & City Council

FROM: David Chanski, City Administrator/Clerk

RE: Small Pavilion Relocation

DATE: September 3, 2024



Background

The City Council accepted the bid on the City Hall Remodel & Expansion project during a special meeting on July 18. Construction is scheduled to commence in mid-to-late September. As the first phase of the project is the construction of the new addition on the north side of City Hall, relocation of the small pavilion will be one of the first tasks completed.

Small Pavilion Relocation

The small pavilion on the north side of City Hall has been inspected by the Building Official and deemed to be in very good condition and worth relocated. As such, relocation of the pavilion was an included expense in the City Hall Remodel & Expansion project.

The Parks & Recreation Committee discussed potential locations for the pavilion during their regular meeting on August 8. There were two potential locations that the Committee ultimately settled on considering further: the new disc golf course parking lot area and the east side of basketball court at the City Hall Park. Maps of each location are attached.

Before making a final decision on where they believe that pavilion should be located, the Committee desires to conduct site visits to each location during their regular meeting on Thursday, September 12. They will meet at the new disc golf course parking lot at 5:00pm and at the City Hall Park at 5:30pm. They will then reconvene for the duration of their meeting in the City Council Chambers at 6:00pm.

If the Committee cannot come to a consensus or decides against both locations, they would like to either have the pavilion stored somewhere on site and then relocated to the chosen location in the spring or donate the pavilion to the Pequot Lakes School District for use at Eagle View Elementary School.

Andy Pickar with Hy-Tec Construction has stated that their plan is to shore up the structure and relocate it without disassembling it. As such, he believes the structure could be set in a temporary location, but there would be additional costs for re-mobilizing the structure.

As the City Hall project is scheduled to commence by the end of September, a decision on what to do with the pavilion is needed soon. As such, the Committee has requested that the City Council consider and pre-authorize the four mentioned options for the pavilion:

- Relocation to new disc golf course parking lot area
- Relocation to the area east of City Hall Park basketball court
- Placement in a temporary location until a permanent location is decided upon in the spring
- Donation of pavilion to the Pequot Lakes School District for use at Eagle View Elementary School

Council Action

Staff is requesting that the City Council consider pre-authorizing any or all of the four options for relocating the small pavilion as discussed by the Parks & Recreation Committee.