

TO: Mayor and City Council

FROM: David Chanski, City Administrator/Clerk

RE: BakerTilly Municipal Advisor Services

DATE: April 26, 2023



City Administrator Chanski has engaged BakerTilly to provide municipal advisor services to the City for the City Hall Facility Assessment project and the Buschmann Road project. As outlined in the attached master services agreement (MSA), BakerTilly's role with each project would be:

- City Hall
 - o Study the alternative cost scenarios for City Hall as provided by WSN based on the 3 potential options.
 - o Identify potential funding sources and financing strategies as applicable for the project.
 - o Prepare financial feasibility analysis utilizing the 3 scenarios and include any potential financial impacts.
 - o Provide recommendations for structuring financial obligations including consultation with City staff.
- Buschmann Road
 - o Study alternative cost scenarios for proposed project.
 - o Consider financing options and potential funding sources.
 - o Prepare feasibility analysis report outlining financing options and financial impacts.
 - o Recommended options for structuring financial obligations including consultation with City staff.

The fee for services above listed services for the City Hall project is between \$3,500-\$4,500 excluding ancillary costs, and the fees for Buschmann Road project is between \$2,500-\$3,500 excluding ancillary costs. These costs have already been incorporated into each project's budget.

Additionally, should the City choose to issue debt obligations for either project, BakerTilly will work with the City's bond counsel on preparing and issuing such debt obligations. The fee schedule for debt obligation preparation is also included in the attached MSA.

City Administrator Chanski has worked closely with BakerTilly for many years, including with Paul Steinman and Mikaela Huot, who would be the primary individuals working with the City. He fully trusts them to provide the City with the highest level of service and providing the City Council with the best solutions for each project they are entrusted with.

Council Action

Staff recommends that the City Council approve the attached master services agreement with BakerTilly for municipal advisor services.