

TO: Mayor and City Council

FROM: David Chanski, City Administrator

RE: City Hall Discussion

DATE: August 1, 2023

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### **Background**

The City Council received the City Hall Facility Assessment report during a workshop on May 16. At that workshop, the City Council stated that next steps would be to further consider Options 2 and 4 (remodel/expansion and new build respectively). However, the Council wanted to receive public input and have the financial analysis being conducted by BakerTilly before further discussion was had.

Since May 16, staff has been receiving public input through a visual display that has been present in the entrance of City Hall since June 6, an open house that was held on June 14, and through the City Hall project page on the City's website. The written input that has been received can be found in the attached document. In addition to the attached written input, staff received even more verbal comment, over 95% of which was in favor of either a remodel or new building.

BakerTilly has also conducted their financial analysis, which will be presented at the August 1 budget kickoff workshop. Representative from Widseth will also be present for the discussion.

### **Council Discussion**

The next step in the process with City Hall is for the City Council to decide which direction (remodel/expansion or build new) they would like to further pursue. Once that is determined, "Phase II" would be to further contract with Widseth to formally design a remodel or new building.

If the City Council chooses to proceed, staff recommends commencing with design immediately as delaying the design process would result in the City not being in position to go out for bid early in the year when bid pricing is most favorable. It should be noted that commencing design and receiving construction bids does not obligate the City Council to go into construction, which would be Phase III.

Staff is looking for direction from the City Council as to what approach (remodel/expansion or build new) to further pursue and whether to engage Widseth for a design contract to be approved by the City Council.