
City Council Regular Meeting

DEPARTMENT: City Manager's Office
FROM: Eric Oscarson, Deputy City Manager
MEETING: October 16, 2023

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding the City Hall Renovation project. (*Staff Presenter: Eric Oscarson, Deputy City Manager*)

SUMMARY:

With the future completion of the Ellison on the Plaza project, staff is preparing for the relocation of the Economic Development, Development Services, Building Permits, and Administrative Services Departments. As part of the project, 114 W. Ellison will be demolished which will require the relocation of Human Resources and Information Technology to City Hall. In order to house these departments, some renovations to City Hall are required.

On February 7, 2022, city council approved a contract with Brinley Sargent Wiginton (BSW) for professional services for minor and major renovation options and estimated costs for city hall. Original funding included \$318,000 for design and \$2,500,000 for construction. BSW completed an assessment and concluded that current space is sufficient for an additional 7-10 years of staff growth. Based on their finding they identified 3 options for consideration.

On August 15, 2022, city council directed staff to design and bid for Option 2 which included renovations of area for IT, PIO, and HR, with additional alternates for bathroom remodel and city council work area.

BSW has nearly completed the design of Option 2, but recent discussions with city council has reduced the scope of the budget to \$1,400,000, which changes the scope of the renovation. Staff has identified three options for discussion and direction from city council.

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