

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** February 2, 2021

**DEPARTMENT:** Leisure Services

**TITLE:**

Clarification of Direction on 17 South M Street- Leisure Services Offices Relocation study

**SUMMARY:**

The Clarification will provide direction to staff regarding the scope and intent of the relocation study services related to the potential relocation of the 17 S. M Street structure specifically removing Bryant Park as a study location. The information is necessary to develop architectural, engineering and cost impacts.

**BACKGROUND AND JUSTIFICATION:**

The relocation and renovation of a contributing historic two-story single-family structure and a one and half story garage structure for public use and office locations for Leisure Services staff. The proposed relocation of the building would be within a 5 block radius of the current location.

None of the current available properties within a 5-block radius are owned by the City nor are they currently for sale. All are located within a City local historic district. Land acquisition costs are not currently calculated in the fiscal impact analysis. Rezoning may be required to allow for use as public offices. All locations would allow for the structure to be utilized as a residence. In addition, any move would require review by the Historic Resources Preservation Board (HRPB).

**MOTION:**

N/A

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Project request forms

**FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

<b>Fiscal Years</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Capital Expenditures	59,000	25,000	150,000	150,000	
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>(59,000)</b>	<b>(25,000)</b>	<b>(150,000)</b>	<b>(150,000)</b>	<b>0</b>

Total project expense: FY21-FY24 \$384,000

No. of Addn'l Full-Time Employee Positions	0	0	0	0	0
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**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

Account Number	Account Description	Project Number	FY21 Budget	Current Balance	Agenda Expenditure	Balance
301-8060-572.31-00	Parks and Recreation Professional Services		\$0.00	\$0.00	(\$59,000)- FY 21	\$0.00