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MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: FIRE STATION DRIVEWAY APPROACH UPDATE
DATE: APRIL 16, 2026

During the process of building the new police station, an issue with the fire station driveway on the far north side of the property came to light. Since the fire station was opened, the drive approach at this access has caused the trucks to twist as they go over the approach, increasing wear on the vehicles. This increased wear on the vehicles can lead to increased maintenance costs.

Speaking with Wold Architects, they worked with Bolten & Menk (engineer on the police station project) to redesign the drive approach and make it operate as intended. Staff also worked with Bolton & Menk to remove an update to the sidewalk in front of the fire station that felt unnecessary for the cost. With removing the sidewalk work in front of the police station, and adding in the now driveway approach work, Bolten & Menk thought the change in the plans would increase the overall cost of the project by \$12,320. Once a quote was received on the change, the overall increase to the project would be \$5,466.84, well below the engineer's estimate.

This is coming before the Council because, while updates to the plans is on the same property as the police station project, this update is a fire station update. I wanted to be sure the City Council was on board with fixing this ongoing issue. In addition to whether to do the project or not, the other question comes to funding. Would the City Council like to include this additional \$5,466.84 within the police station bond, or would it rather use funds from the General Fund?

My recommendation is to proceed with the update and include the cost as part of the police station bond being that there is plenty of contingency still available.

Recommendation

Staff recommendations proceeding with the fire station driveway approach update for an additional cost of \$5,466.84 and including that cost with the police station bond.