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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** November 16, 2023

**Subject:** Resolution Calling Public Hearing on G.O. CIP Bonds

Staff is requesting the City Council call for a public hearing on the issuance of General Obligation Capital Improvement Plan Bonds and the associated Capital Improvement Plan. The CIP bonds will be used to finance the renovation and expansion of City Hall.

The City Hall facility was originally built in 1977. The north garage was built in 1987. The Police Department addition was constructed in 1994. The building is showing its age and needs a significant renovation to extend its useful life.

The City Council, in 2017, commissioned a Space Needs Study to identify the deficiencies in the building and to determine how the building functions currently and how it should function in the future. The following issues were identified through that process:

- Inefficient heating/cooling (HVAC) systems
- Inadequate restroom facilities
- Lack of ADA accessibility in areas of the building
- Lack of energy efficient lighting and insulation
- Insufficient public meeting and program spaces
- Lack of security features throughout the building

The City Council reviewed various options to address these deficiencies. Ultimately, the City Council decided that a complete renovation and small expansion of the existing City Hall facility was the most responsible use of public funds. The City Council worked with Stantec to prepare a design for the renovation and expansion.

The proposed renovation project will benefit our residents by:

- Enhancing energy efficiency and decreasing costs of building HVAC and electrical systems.
- Enlarging public meeting and program spaces to better serve the community.
- Increasing the number of restroom facilities to accommodate public gatherings of up to 200 people.
- Creating a separate entrance for the Police Dept. and moving the Police lobby to the front of the building.

- Rearranging staff space to increase operational efficiency.
- Improving ADA accessibility throughout the building.
- Strengthening building security for public and staff.
- Expanding technology to promote citizen engagement.

The project will be financed through the use of cash reserves and the proceeds from the issuance of a Capital Improvement Plan bond, issued pursuant to M.S. §475.521.

The Resolution will call the public hearing for 7:00pm on December 18, 2023 at City Hall.

If you have any questions, please do not hesitate to contact me at 763-784-6491.