

OPTION 1 4003 SEMINOLE PRATT WHITNEY ROAD

Description

This option consists of leasing approximately 7,328 square feet of existing office space located at 4003 Seminole Pratt Whitney Road.

Advantages

- Existing office configuration.
- ADA accessible.
- Elevator available.
- Existing City furniture can be reused.
- Minimal tenant improvements required.
- Shortest implementation timeframe.

Lease Cost

- Annual Lease Rate: \$19.50 per square foot
- Estimated Annual Lease Cost: Approximately \$142,896

Estimated One-Time Costs

Item	Estimated Cost
IT Workstation Relocation (15 Users)	\$1,050 - \$2,250
Workstation Setup (15 Users)	\$525 - \$1,875
Server and Network Relocation	\$2,000 - \$5,000
Internet Transfer and Miscellaneous	\$500
Network Cabling (15 Drops)	Approximately \$2,250
Electrical Improvements	\$1,500 - \$4,000
Cleaning and Lighting Improvements	Approximately \$2,000
Total Estimated One-Time Costs	\$9,825 - \$17,875

Staff Observations

This option provides the quickest occupancy timeline and requires the least amount of upfront capital investment.

OPTION 2 17035 PERSIMMON BOULEVARD WEST (JAMES BUSINESS PARK)

Description

This option consists of leasing office space within James Business Park located at 17035 Persimmon Boulevard West.

Staff has evaluated this alternative and determined that occupancy may not be permitted under the current zoning regulations. The property is zoned Industrial and the proposed

municipal office use may exceed the allowable percentage of the principal use. Additional zoning approvals, variances, or amendments may be required.

Lease Cost

• Base Rent: \$18.95 per square foot • CAM Charges: \$5.50 per square foot • Total Lease Rate: \$24.45 per square foot

Estimated Annual Occupancy Cost

Approximately \$183,375 annually.

Property Owner Information

The Property Manager advised that:

• Lease rates may be negotiable. • CAM charges are non-negotiable. • Ownership would be responsible for certain capital improvements. • Occupancy would likely not occur until more than one year following building permit issuance.

Estimated Buildout Costs

Item	Estimated Cost
Cubicles (15 Employees)	\$4,500 - \$30,000
Installation Labor	\$2,250 - \$7,500
Electrical Improvements	\$1,500 - \$4,000
IT Infrastructure	\$2,250 - \$4,500
Filing Cabinets, Overhead Storage, Miscellaneous Furniture	Approximately \$1,500
Fire Alarm Modifications	Unknown
Plumbing Improvements	Unknown

Staff Observations

While ADA accessible, this option presents zoning challenges, longer implementation timelines, and significant uncertainty regarding final buildout costs.

OPTION 3 TEMPORARY MODULAR CITY HALL FUTURE CIVIC CAMPUS

Property Description

This option consists of developing a temporary modular City Hall on approximately 4.5 acres of land currently owned by Minto and in the process of being conveyed to the City of Westlake.

Parcel Number: 77-40-43-01-003-0020

Property Size: Approximately 4.5 Acres

Existing Conditions

- Raw land.
- Existing curb cut.
- Utilities located nearby.
- Suitable for future civic campus development.

Facility Requirements

Based upon a planning standard of approximately 175 square feet per employee, staff estimates that a facility accommodating approximately 15 employees would require approximately 2,625 square feet.

The concept reviewed consists of three modular units connected together with an approximate footprint of 36 feet by 60 feet.

Modular Purchase Option

Item	Estimated Cost
Building Delivery and Assembly	\$168,000 - \$292,000
Crane Services	\$15,000 - \$35,000
Assembly and Stairs	Approximately \$15,000
Site Preparation	Included
Utility Connections	Included
ADA Improvements	Included
Parking Improvements	Included
Permits and Impact Fees	Included
Total Estimated Project Cost	Approximately \$562,000

Modular Lease Option

Item	Estimated Cost
Monthly Lease Cost	\$2,700 - \$4,500
Site Preparation and Removal	Approximately \$35,000
Utility Connections	\$15,000 - \$35,000
Delivery and Installation	Included

Staff Observations

This option best supports the City's long-term goal of establishing a permanent civic campus and municipal presence. However, it requires the highest upfront investment and longest implementation timeline.