



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Lance Meyer, P.E., City Engineer

DATE: May 3, 2021

SUBJECT: **CITY HALL PROGRAM FINAL RECOMMENDATION (4466)**

I. RECOMMENDED ACTION

1. Recommend Council approve Program Space Option 2 which includes keeping the engineering and community development departments at the Public Works Building

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	701-857-4100
Emily Huettl, Assistant City Engineer	701-857-4100

III. DESCRIPTION

1. Background

JLG and staff have taken the feedback received from Council on April 19th and developed program space diagrams with the Building Committee's input. The options are attached for Council's review.

2. Proposed Project

The primary program decision remaining after Council's input was whether to leave engineering and community development at the public works building. After reviewing the future program needs of engineering and community development and their synergies with public works, the committee felt the best locations for these departments is to remain in the public works building.

This will also allow for future program space at city hall and in public works giving the City flexibility for growth options in the future.

3. Consultant Selection

JLG was selected via a qualifications based selection.

IV. IMPACT:

1. Strategic Impact:

N/A

B. Service/Delivery Impact:

By keeping engineering and community development at the public works building, the City will create an infrastructure and development hub for the community. Having all administration functions at city hall will create an administration hub for citizen needs. The functional splits seem logical for how the departments should be located.

C. Fiscal Impact:

Funds for this project are coming from previously budgeted funds by the Council. The top end budget is \$12.824 million.

V. ALTERNATIVES

Council could choose Option 1, which locates engineering and community development at the new city hall building.

VI. TIME CONSTRAINTS

This final decision regarding program space will allow the schematic design to finish and the results brought back to Council June 7th.

VII. LIST OF ATTACHMENTS

A. Option 1 & 2 Exhibits