



## **Staff Report**

For Special City Council Meeting - 6/8/2021

### ***Subject - New Business - Request for Funds → Highlands Lane Fire / Police Station Relocation Investigation and Due Diligence***

**Synopsis:** The fire station replacement and possible relocation project are a priority on the City Council's goals list. A new potential site near Highlands Lane has been presented to City staff as a site for the Police/Fire station project. Staff is requesting up to \$80,000 from the building reserve fund.

The reserve fund money will enable City staff to provide the residents, planning commission, and City Council with the information needed to decide whether or not to move forward with pursuing a bond in the November 2021 election.

The funds will be used for:

1. A planning group to assist in general planning services as requested by the City Planner and City Attorney and assist the City working through a UGB swap, including coordination with the City, County, and DLCD.
2. An architect firm to develop project requirements, site investigations, conceptual design, community engagement, and budget preparation.
3. Geotechnical engineering services to provide a preliminary review of geological information, subsurface explorations, laboratory testing, engineering analyses, and preparation of a geotechnical report.

Some of these services may require a bid process. Attorney Peter Watts will advise the Council on the process.

#### ***Council Options:***

- 1) Allocate up to \$80,000 for this pre-bond investigation and due diligence project;
- 2) Allocate a different amount;
- 3) Do nothing. (table)

**Recommendation:** Staff recommends a motion be made to approve the request for \$80,000 from the Building Reserve Fund to complete this pre-bond investigation and due diligence project.

**Legal Analysis:** N/A

**Financial Analysis:** The Building Reserve Fund currently has \$122,000 and is anticipated to receive another \$100,000 in funds from the 21/2022 fiscal budget.

Respectfully submitted,

A handwritten signature in black ink, appearing to be the name 'Chad', written in a cursive style.

Chad