



MEMORANDUM

Date: December 3, 2013

To: Mayor Weitkunat and City Councilmembers

Thru: Darin Atteberry, City Manager 
Wendy Williams, Assistant City Manager 

From: Ken Mannon, Director of Operation Services

Re: Work Session Summary – November 19, 2013

Council was presented with two concept Master Plan diagrams showing how the City could develop Blocks 32 and 42. Council preferred the option with the Civic Space located at the Center, with future City buildings around the perimeter. The proposed location of the Utilities Customer Service Building is in the Southwest corner of Block 32 at the intersection of LaPorte and Howes Streets.

The City will need to vacate the buildings located on the future footprint of the new Utility Customer Service Building. The structure currently being used by the Bike Library will need to be moved.

Design of the new Utility Customer Service Building will begin in January 2014, with vacating the necessary buildings starting in first quarter of 2014. De-construction of the buildings will take place in second quarter of 2014. Construction of the new Customer Service Building is to begin in the third quarter of 2014. The design process will include opportunities for community input, with neighborhood meetings at various stages.

No funding for future buildings has been identified currently.

The Utilities Customer Service Building will consist of 35,000 SF. The existing 75,000 SF Utility Service Center at 700 Wood Street will be renovated, significantly improving energy efficiency of the building. Utilities is planning to fund this expansion by using \$4.5 million previously appropriated and then issuing bonds in the amount of \$15.5 million for a total of \$20 million. \$12 million is to be used for the new building and \$8 million for the renovation work.