

City of Biggs

City Administrator agenda item request for the next
(X) Regular () Adjourned Regular () Special Meeting
Meeting Date: January 23, 2012 6:00PM

Date: January 16, 2012
To: Honorable Mayor and Members of the City Council
From: City Administrator
Subject: Biggs Community Hall Project Concept (Direct Staff)

Council will consider current options for a project to remodel and upgrade Biggs Community Hall with potential eventual use as a City Hall as well as continued use as a public rental facility.

Background

Council direction to staff in recent years has indicated an interest in remodeling and upgrading the Biggs Community Hall facility with possible future use as a City Hall and public rental facility, but that most of this expense should be pursued by grant. USDA recently informed the City that up to \$30,000 may be available in grant assistance with a City cash match of at least 1:1.

The Public Works Committee considered this and asked the city engineer to propose what could be accomplished for total project values of \$60,000 and \$90,000. After site visits and consultation with other staff, the engineer's opinion is that ADA (Americans with Disabilities Act) accessibility and HVAC (heating ventilation and air conditioning) upgrades are highest priorities and would likely consume most of \$100,000.

Many other upgrades such as dropping the ceiling, adding partition walls, and basic rewiring could be accomplished on a phased basis mostly with in-house Public Works labor. Even parts of the ADA project could be augmented by our Public Works crew to make the project more cost-effective. Public Benefits funds could be made available for energy efficiency upgrades. Some community volunteer assistance could be utilized to offset some costs.

Cost beyond grant funding would be General Fund expense, with negligible offset by rental income. Eventual project cost offset could be gained by sale of current city hall assets (real property and otherwise) at Sixth and C Streets.

Staff seeks direction on submission of a grant application to USDA for grant assistance, and additional budget appropriation for at least the City match amount. It is anticipated most expenses would be incurred in FY13.

Options:

1. Submit \$30k grant application for project to accomplish all ADA and HVAC improvements and additional work possible within \$100k project cost (\$30k USDA and \$70k City).
2. Submit \$30k grant application for project scope to accomplish as much ADA and HVAC upgrade as possible within total \$60k cost (\$30k USDA, \$30k City), augment with City and volunteer labor.
3. Do not seek grant. Proceed with all-in-house work whenever crew and volunteer labor may be available. Accomplishments will be more aesthetic than functional.

Recommendation

Direct staff to proceed with Option 2 -- preparing and submitting an application for USDA grant assistance for Biggs Community Hall upgrades, with priorities identified as ADA and HVAC, and understanding that FY13 General Fund commitment would be required to meet the required match and project costs.

Fiscal Impact

\$30,000 to \$70,000 plus minor upfront engineering project administration costs for project survey and grant application.