



# City of Blaine Anoka County, Minnesota

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

## Legislation Text

---

File #: WS 18-56, Version: 1

---

**WORKSHOP ITEM** - Robert Therres, Public Services Mgr./Asst. City Manager

### **REVIEW OF CITY HALL SPACE NEEDS STUDY**

Earlier this year the City Council authorized a space needs study to be done for City Hall and develop a plan for occupying the 3<sup>rd</sup> floor. 292 Design was selected to do this study.

The City asked 292 Design to look at the space needs program in two-phases, short-range improvements and long-range improvements. The short-range improvements are improvements that can be implemented relatively quickly with few structural changes that will help the City maximize the efficiency of the existing space in City Hall.

The long-range improvements are the improvements that are needed to occupy the third floor and handle the long-range needs for City staff and space.

Some of the highlights of the short range improvements include filling in recessed atrium space near the Police Department and Parks and Recreation to get more office space, expanding evidence storage and moving the Roll-Call room in the Police Department, creating a fitness room from City/PD break room space and creating another large conference room right outside the City Council Chambers. The City Clerk's Office would move up to the second floor and Utility Billing would share space with Engineering.

The long-range improvements include moving portions of the Police Department to the second floor, trading spaces between Engineering and Community Standards, and moving Finance and Administration up to the 3<sup>rd</sup> floor. It would also create stairs in the atrium that would access the third floor.

Attached are the various short and long range improvements as well as a cost estimate for these improvements. Staff is still exploring options for funding of these improvements and will discuss possible funding options with the City Council in the future.

Not included in this study, but an issue raised during the discussions was the future need for additional garage space for City and Police vehicles. Staff will also look further into location and cost estimates of these improvements.

Staff is seeking feedback from the City Council in regards to the proposed Improvements as well as feedback on the timing of the short-range and long-range improvements.