COON CREEK WATERSHED DISTRICT  
Request for Board Action

MEETING DATE: May 11, 2015  
AGENDA NUMBER: 21  
ITEM: Update on Office Building Discussions and Process

POLICY IMPACT: Discussion  
FISCAL IMPACT: NA

REQUEST  
Discussion

BACKGROUND  
At the April 27 meeting the Board heard a briefing on preliminary thoughts and actions relating to new District offices.

ISSUES/CONCERNS  
Current Lease Expiration: September 30, 2017

Potential Process  
1. **Familiarity**: Visit other facilities recently built. Evaluate Strengths/Weaknesses and What might work Coon Creek

2. **Needs Analysis**: Space requirements and other needs and wants.

3. **Master Plan**: Site & building plan and Budget

4. **Selecting Service Delivery**: Choosing how different parties on building team will work with each other- responsibilities & authorities

5. **Design**: Address needs and wants - drawings

6. **Preconstruction**: Schedules

7. **Move-In**: 

8. **Evaluation**: 

OPTIONS

RECOMMENDATION  
Discussion