



Watertown City Council  
Monday, April 29, 2019  
7:00 p.m.

WORK SESSION AGENDA

Discussion Items:

1. City Court Expansion
  - Discussion with Architect on Security Options
2. Proposed 2019-2010 Budget



1869

CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

Mayor and City Council Members, on Monday evening, you will be presented with two options. First, to fully secure the entire City Hall Building. Second, to only secure the Court Facility and not the remainder of City Hall. We will need you to make a decision Monday evening or soon thereafter given our May 15<sup>th</sup> deadline with the Court. Philosophically, I am opposed to securing the entire structure due to customer service issues. However, because of safety issues/concerns, I must ask you to strongly consider securing the entire building. We live in a challenging world, and the safety of our employees and residents must be our primary objective. Yes, security changes the environment of our City Hall, but I believe it is justified by the ensuring of a safe work environment for our employees and our residents.

DATE: April 25, 2019

TO: Richard Finn, City Manager

Rick

FROM: Justin Wood, P.E., City Engineer

SUBJECT: City Court Expansion – City Hall Security Options

The conceptual design of the City Court Expansion Project is progressing and will be submitted to the Office of Court Administration by the May 15, 2019 deadline. Prior to submitting the design, however, a decision must be made on whether to secure the entire building or just the City Court space. This decision does not impact overall project cost significantly (less than 3%), but it does affect the floor plan layout and space allocation to the Court. The total project cost at this time is estimated at approximately \$3 Million, excluding any parking lot expansions or land acquisition. The partially secured option is approximately \$80,000 more than the fully secured option, due to structural modifications necessary to accommodate a separate entrance to City Hall.

Should City Council decide to **fully secure** the entire City Hall facility, access for visitors and possibly employees will be through a secure screening area at the Sterling Street entrance. The existing entrance on the Washington Street side would be restricted to exit only or possibly even emergency exiting only.

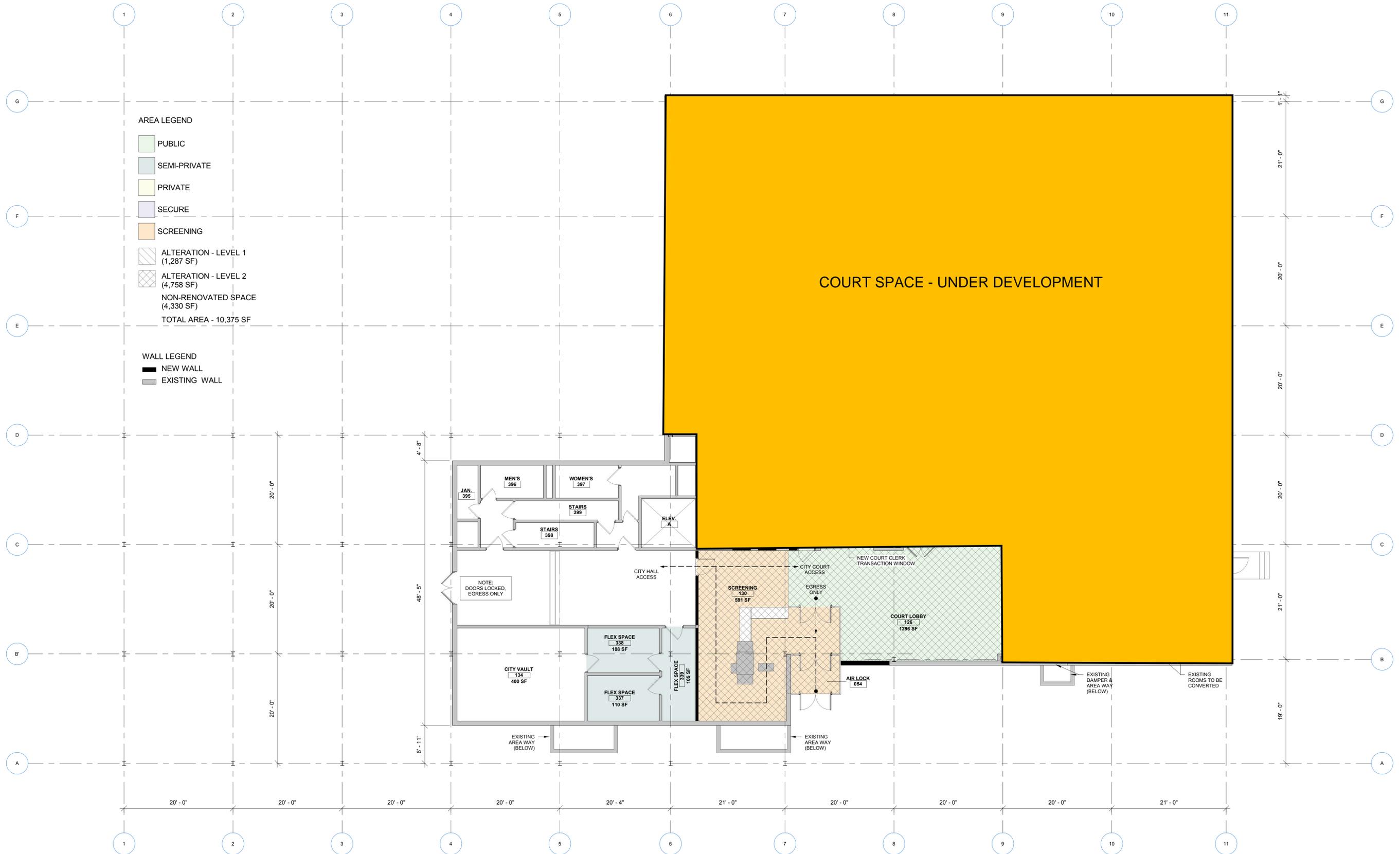
Should City Council decide to **partially secure** City Hall and only secure the Court space, a separate entrance to City Hall will be provided on Sterling St, adjacent to the security screening entrance for the Court space. The Washington Street entrance would remain open for exiting and entering under this scenario.

Floor plans are attached for your reference to show the difference in the entrance and security screening areas.

Please note: This decision does NOT limit our ability to use the Court rooms for City Council meetings in the future, should Council decide to pursue that option as part of the expansion project.

**ACTION TO BE TAKEN:** Decide what level of security is desired at City Hall as part of the Court Expansion Project.

FULLY SECURED OPTION



PARTIALLY SECURED OPTION

