

Office Space Committee Agenda

St. Vrain and Left Hand Water Conservancy District

Via Zoom



January 29, 2021 – 3:00 – 4:00 p.m.

1. Call to Order – *Sean Cronin*

- A. Existing office needs
 - i. Staff
 - ii. Storage
 - iii. Parking
 - iv. Board/Conference room(s)
 - v. Break room/facilities
 - vi. Security
 - vii. Internet
 - viii. Other?
- B. Potential partnerships also looking for office space
 - i. Left Hand Watershed Center
 - ii. Ditch Companies
 - 1. Annual meeting space
 - 2. File space
 - iii. Soil District(s)
 - iv. Others?
- C. Options
 - i. Remodel existing office
 - ii. Purchase
 - iii. Build new office building
 - iv. Lease other office space
 - v. Boulder County Fairground Masterplan
- c. Funding
 - i. Communicate/transparency that future office options are not being funded by 7A dollars
 - ii. Source of funds (purchase/remodel)
- D. Expertise
 - i. Remodel
 - ii. Purchase
 - iii. Lease other office space
- E. Timeline
 - i. Existing lease expires end of 2021
 - ii. Existing staff need office space now
 - iii. Future staff likely onboard in 2021
- F. Location
 - i. West Longmont has proven ideal for basin and statewide access
 - ii. Partners are currently located in West Longmont
- G. Other consideration/topics for discussion?