



STAFF REPORT

DATE: August 10, 2021

DISCUSSION

AGENDA ITEM: Conference Room Naming

TO: Mayor and Council

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

As you know, the new city center will include a community room/training room and three conference rooms. As we near the end of the planning and design of the new building, we need to plan for signage within the building. There will be department identification signs over of the service counters. A sign directing folks to administration and finance upstairs. We also need to decide how to identify the community room and conference rooms.

ISSUE BEFORE COUNCIL:

What should the conference rooms be named in the new city center?

PROPOSAL DETAILS/ANALYSIS:

Since there are four rooms, I'm proposing we name them after the four recreational lakes-Lake Elmo, Lake Jane, Olson Lake and Lake Demontreville.

FISCAL IMPACT:

TBD-once the names are decided we can reach out to sign designers and get quotes. The cost for these signs were not included in the previous project estimates.