

TO: Honorable Mayor and City Council

FROM: City Administrator Ron Johnson

SUBJECT: Approve School Board Use of Council Chambers

DATE: January 27, 2016

BACKGROUND

A portion of the school will be under construction later this year and the School Board will need a different location to conduct their monthly meetings. School district staff contacted me to see of the potential usage of the Council chambers for that purpose- potentially from May through August. They only meet on the 4th Monday of the month during these months, and presently there are no conflicts with any of our meetings.

I checked with our department head team to see if they saw any issues with this and no issues were seen. Our police department will arrange the opening and locking of the doors for the meetings. The availability of the video equipment in the chambers adds to the benefits of using this space.

We will work together on any scheduling conflicts that may arise.

REQUESTED COUNCIL ACTION

Approve a motion to approve the request of the Cannon Falls School District to utilize the City Council Chambers for their May through August, 2016 School Board meetings.

Attachment(s): N/A