



# City of Las Cruces<sup>®</sup>

PEOPLE HELPING PEOPLE

## COUNCIL WORK SESSION SUMMARY ROUTING SLIP

Meeting Date March 9, 2015

TITLE: CONVENTION AND VISITORS BUREAU OFFICE LOCATION

- Are there attachments to the Council Work Session Summary? Yes  No
- Will there be a Video Presentation for this item? Yes  No
- Will there be a PowerPoint Presentation for this item? Yes  No
- If "yes", will a copy of the PowerPoint Presentation be included on the Council Work Session Agenda? Yes  No

DEPARTMENT / ORGANIZATION	SIGNATURE	PHONE NO.	DATE
Phil San Filippo, CVB Executive Director	<i>San Filippo for P. San Filippo</i>	x-2166	
David Dollahon, Community & Cultural Services Director	<i>David Dollahon</i>	x-3060	2/25/2015
Eric Martin, Facilities Management Administrator	<i>Eric Martin</i>	x-2616	2/25/2015
Loretta Reyes, Public Works Director	<i>Loretta Reyes</i>	x-3125	2/25/15
Assistant City Manager/COO (if applicable)	<i>[Signature]</i>	x-2271	2/25/15
City Manager	<i>[Signature]</i>	x-2076	3/2/15



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## Council Work Session Summary

**Meeting Date** March 9, 2015

**TITLE:** CONVENTION AND VISITORS BUREAU OFFICE LOCATION

**PURPOSE(S) OF DISCUSSION:**

- Inform/Update
- Direction/Guidance
- Legislative Development/Policy

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:**

At the June 9, 2014 City Council Work Session, the City Council provided direction for staff to undertake further analysis on the final five preferred locations for the future Convention and Visitors Bureau (CVB) office location. The final five locations identified at that time were:

- Former City Hall (200 N. Church Street)
- Amador Hotel (180 W. Amador Ave.)
- Municipal Court Building (151 N. Church Street)
- Between the Museum of Nature and Science and Museum of Art (411 N. Main Street)
- Las Cruces Convention Center (680 E. University Ave.)

In the fall of 2014, the Facilities Management Section procured the services of ASA Architects of Las Cruces, NM to undertake a facilities assessment of each of the locations listed above for the future CVB office location. After initial commencement of the assessment, the former City Hall was removed from further consideration due to a pending agreement with a private contractor to provide offices to the United States government.

At this work session, staff will provide an overview and explanation of the study's results, other staff concerns with each of the facilities and seek direction from the City Council on moving forward with relocating the CVB to a new permanent office location and timeline for completion.

**SUPPORT INFORMATION:**

1. Attachment "A", Site Selection Study for the City of Las Cruces Convention and Visitors Bureau, dated February 4, 2015 as prepared by ASA Architects of Las Cruces, NM.

(Continue on additional sheets as required)