



TOWN OF IRMO
Courtney Dennis
Town Administrator

May 22, 2023

Re: New Town Hall

I am excited to share the proposed “New Town Hall” project with you.

Since 1989, the Irmo Town Hall facility has been a Victorian style home built in 1905 located at 7300 Woodrow Street in the heart of our beautiful town. This converted home to office space has provided local governmental services to our Irmo citizens for the past 34 years.

As we continue to grow in our business sector and residents, the need for a modernized facility has grown as well.

The Town of Irmo is working on a project to build a new and modernized Irmo Town Hall to allow for the growth in efficiency and functionality of a growing community.

Attached is a recent proposal presented to the Town Council on the project. We are finalizing plans for the design and have secured agreements for the land needed to make this a reality.

Cost estimates are running in the \$3,500,000 range while we dial in the actual size of the facility to meet the needs for today’s local government and the potential needs of the future.

I appreciate the interest in this project, and we are thankful for any consideration in helping us achieve this advancement for our great community.

Respectfully,

Courtney Dennis
Town Administrator

TOWN OF IRMO

7300 Woodrow St. • Irmo, South Carolina 29063 • 803-781-7050 • townofirmosc.com

TOWN HALL

PROJECT



OVERVIEW

Town staff is currently working on a proposal to build a new Town Hall. This project would replace our current facility, an over 100-year-old Victorian style home that houses six offices and a reception area.

As the Town of Irmo continues to grow in population along with commercial development growth, the need to provide continued efficient and reliable governmental services has become strained. While our current building has served well as the Town Hall for the past 34 years, anticipated expansions in staff and services will require a new building for the next 34 years to come.

The new Town Hall project would be located less than a quarter mile from our current building and will be adjacent to our police headquarters, Town Park, and Irmo Fire District Station 3. This will create convenient access to a variety of local government services while generating economies of scale for parking, stormwater, and other infrastructure.

THE PROJECT

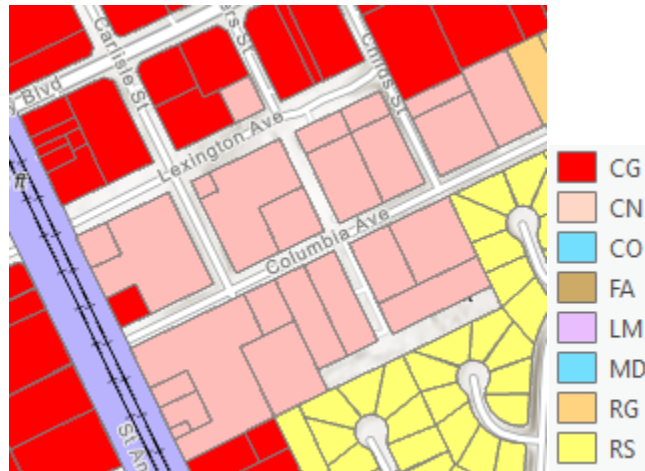
The site for the project is situated next to the police department at the corner of Columbia Avenue and Childs Street.

SITE LOCATION



The properties needed for this project consist of a 0.72-acre parcel (TMS# 001922-02-003) currently owned by the Irmo Fire District and a 1.12-acre combined parcel (TMS# 001925-02-003 & TMS# 001925-02-004) that was recently purchased on March 29, 2023, for \$185,000. These properties are zoned CN (Neighborhood Commercial) and is positioned tightly amongst other town facilities including the Courthouse, Police Department, Public Works Facility, Irmo Fire Station, & Greater Irmo Chamber of Commerce.

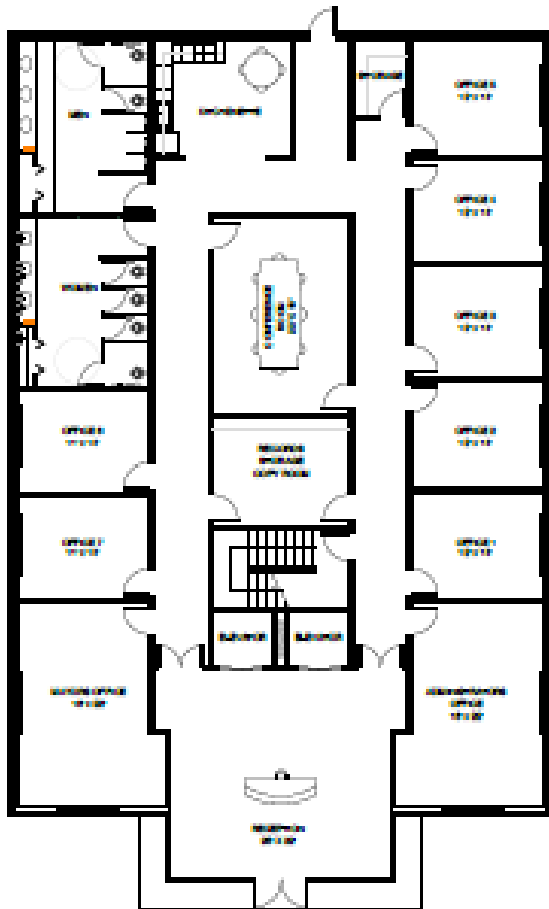
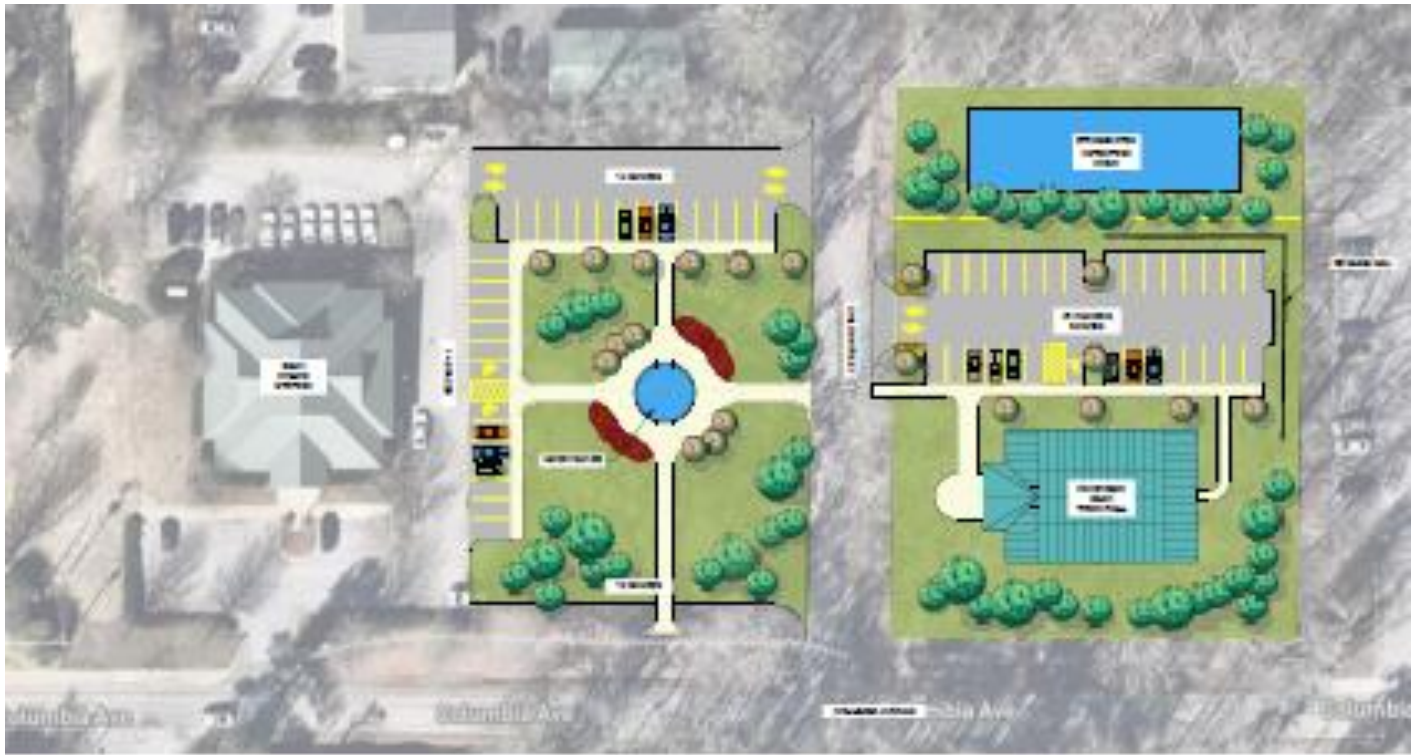
Recently through discussions with the Irmo Fire District they are comfortable with gifting their parcel to the Town of Irmo as a partnership to support each other's continued growth in providing essential services to our citizens while remaining fiscally responsible.



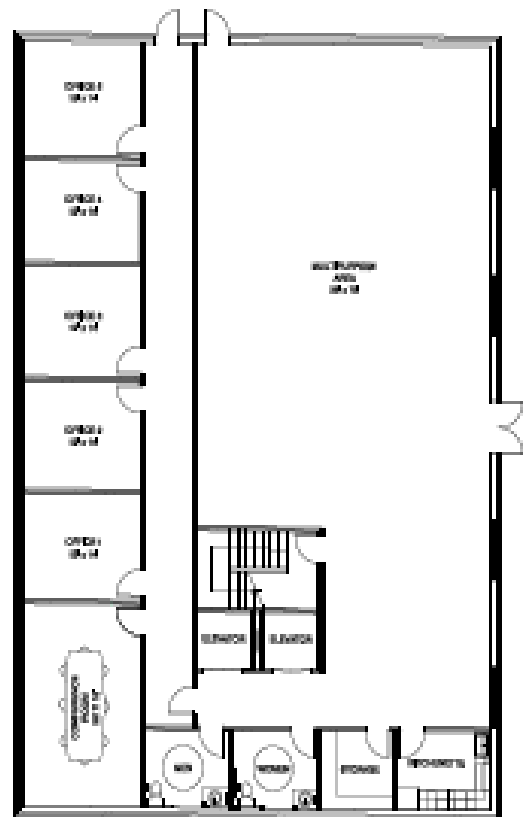
(Current Zoning)

The building project would consist of a two-story, 10,000 sq. ft. building that would meet both our current needs and allow for continued growth of our local government for the next 30-40 years. The facility would contain 14 offices and a large multipurpose area used for event rental space, meeting space, and training area that could be converted into additional office space in the future as needed. The facility would serve as an emergency operations center for our police department and town government during natural disasters and other unusual occurrences. The proposed site is located within proximity of our beautiful Irmo Town Park, site of numerous weddings and other celebrations. The new Town Hall and associated parking would add considerable flexibility to the Park's usage, while the multipurpose area can serve as an indoor component to such gatherings, allowing a place for the wedding party to prepare or as a convenient location for a reception.

CONCEPT #1

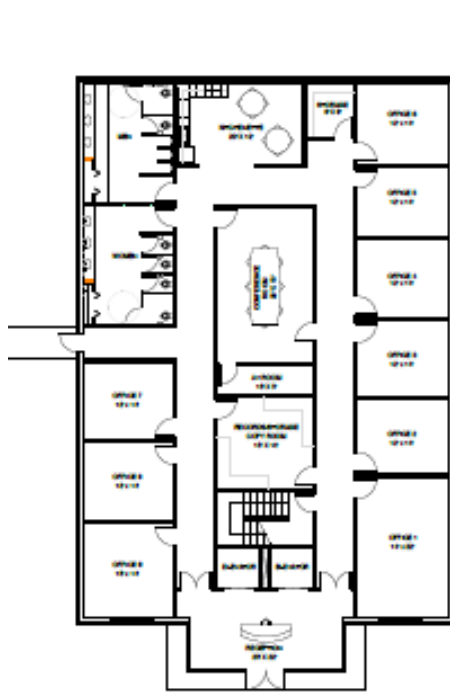


GROUND LEVEL FLOOR PLAN
6,100 S.F.



LOWER LEVEL FLOOR PLAN
4,800 S.F.

CONCEPT #2



GROUND LEVEL FLOOR PLAN
5,100 S.F.



LOWER LEVEL FLOOR PLAN
4,800 S.F.

FUNDING

The Town of Irmo is proud to levy no millage against our property owners, nor do we have any outstanding debt. While the Town could take out a bond to help fund this project, that is not our desire. Rather, we are planning to use a combination of ARPA funds, General Funds, and grants from the State and Federal Budgets. The Town has an annual budget of approximately \$9million with \$6million currently in reserves. As such, the Town could pay for the entire project out of reserves but would leave the Town with little cushion going forward, leaving us outside of best practices. Federal and State directed funding would be a considerable help in funding this project without a bond. Regardless of the outcome of grant awards, the Town can see this project through.

The project cost estimate is \$3,500,000.00.

Currently we are working with Senator Lindsey Graham's office to make a congressionally directed spending request added to the federal budget that could fund 55% of the project under a grant.

Recently I have engaged with Steven Fooshe & Associates who will work on goals for the town as a lobbyist with a primary goal of obtaining an appropriation in the state budget. Initial conversation potentially lends to \$1million - \$1.5 million placed into the state budget for funding assistance.

Funding Scenarios

Federal Funding Requests – 55% of the project - \$1,925,000

State Funding Requests - \$1,000,000 - \$1,500,000

Potential for \$2,925,000 - \$3,425,000 in state and federal assistance for this project.

Both scenarios are subject to being accepted into their respective budgets and passage.

Any funds obtained would be used for site acquisition, engineering, and construction.

CONCLUSION

The completion of this project will allow for our citizens to continue being provided a professional, efficient, and reliable local government for decades to come. Additionally, we will be able to offer upgraded parking and indoor event space at one of the Town's premier outdoor locations. Should the Town obtain the directed spending from the state and federal budgets, this will go a long way towards allowing the Town to remain debt free, helping the long-term financial strength of the Town and protecting our citizens.