

MINNEHAHA COUNTY BUILDING COMMITTEE

**3rd Floor Training Room
415 N. Dakota Avenue
Sioux Falls, South Dakota 57104**

Office of Commissioners
415 N. Dakota Avenue
Sioux Falls, SD 57104

Dean Karsky, Chair
Jen Bleyenber, Vice-Chair
Gerald Beninga, Commissioner
Cole Heisey, Commissioner
Joe Kippley, Commissioner
Leah Anderson, Auditor
Mark Kriens, Facilities Director
Tom Greco, Commission AO

Tuesday, October 7, 2025 8:00 AM

AGENDA:

1. Call to Order
2. Approve the Meeting Minutes from September 2, 2025
3. Update on Campus Master Planning Project
4. Discussion on Swapping the Public Advocate and Planning Office Suites

OPPORTUNITY FOR PUBLIC COMMENT:

ADJOURN:

Agenda meeting materials are available for inspection 24-hours prior to the meeting in the County Commission office located on the third floor of the County Administration Building at 415 N. Dakota Ave., Sioux Falls. Persons with disabilities may contact the office 24-hours in advance of the meeting at 605-367-4206 (Voice or TDD) to request accommodations or assistance.

09/02/2025

THE MINNEHAHA COUNTY BUILDING COMMITTEE CONVENED AT 8:00 AM on September 2, 2025, pursuant to adjournment on June 3, 2025. COMMISSIONERS PRESENT WERE: Beninga, Bleyenberg, Heisey, Karsky, and Kippley; Auditor Anderson, Director of Facilities and Construction Kriens, and Commission Administrative Officer Greco. Also present were Kym Christiansen, Commission Recorder, and Katie Dunn, Senior Deputy State's Attorney.

Building Committee Chair Karsky called the meeting to order.

MOTION by Bleyenberg, seconded by Heisey, to Approve the Meeting Minutes from June 3, 2025. 8 ayes.

MINNESOTA AVE PROJECT PHASE II BRIEFING

Tom Greco, Commission Administrative Officer, introduced representatives from the City of Sioux Falls to provide an overview of the proposed Minnesota Ave Phase II project agreements with Minnehaha County. Discussion followed on the proposed agreement to convey real estate, proposed agreement for temporary construction easements, and a brief review of the overall Phase II plan as well as the next steps regarding the agreements.

MOTION by Heisey, seconded by Bleyenberg, to Adjourn at 8:26 a.m. 8 ayes.

APPROVED BY THE BUILDING COMMITTEE:

Dean Karsky
Building Committee Chair

ATTEST:

Kym Christiansen
Commission Recorder

Minnehaha County Commission Office

October 3, 2025

TO: Minnehaha County Commissioners
FROM: Tom Greco, Commission Administrative Officer
RE: Update on Campus Master Planning Project

ACTION REQUESTED: No formal action requested

This presentation is intended to serve as a check-in with the Building Committee to provide initial observations and examples of the Facilities Conditions Assessments and Space Needs Assessments. There will also be a discussion of the tentative table of contents for the report to facilitate dialogue to confirm scope and expectations of the project. Andrew Eitreim, President and Principal Architect of Architecture Incorporated will lead the discussion.

On June 24, 2025, the Commission entered into an agreement with Architecture Incorporated to conduct facilities master planning for the downtown campus. Since award of the contract, a series of facilities condition assessments have been conducted and data for a space needs assessment has been collected. The space needs assessment included the completion of questionnaires, on-site interviews, and walk-throughs with applicable departments and partners. A project team consisting of Architecture Incorporated, HDR, TEGRA Group, Commissioners Beninga and Heisey, Facilities Director Mark Kriens, and Commission Staff have been meeting monthly to discuss progress on the project and coordinate tasks.

Cc:
Andrew Eitreim
Mark Kriens



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Minnehaha County Commission Office

October 3, 2025

TO: Minnehaha County Commissioners
FROM: Tom Greco, Commission Administrative Officer
RE: Discussion on Swapping the Public Advocate and Planning Office Suites

ACTION REQUESTED: No formal action. Consensus is sought on delegating the final decision for a swap of the Public Advocate and Planning Offices spaces to the Commission Liaisons

The Public Advocate's Office is in need of additional office space for an expected new hire at the end of October. The new hire is a new position that was authorized by the Commission during the recent budget process. Also during the budget process, funds were authorized for the build-out and finishing of the vault on the south end of the 3rd floor (adjacent to the existing Public Advocate Office). The estimated cost for the vault build-out and finishing is \$210,000.

The PAO will require at least one additional office at the end of October to accommodate for the new hire. An additional temporary office can easily be identified and designated for such a purpose on the 3rd floor or elsewhere on campus. A drawback to this option is that at least one employee from the PAO will be separated from the main office for a prolonged period of time until the vault is completed. As the vault is a 2026 project, bids have not gone out, so a timeline for completion is not known.

As an alternative to the above option, it's been determined that a suitable path forward would be to completely swap the PAO and Planning offices. The Current PAO suite has 9 offices for what will be a 13-person office – 3 admin positions and 10 attorney/ paralegal positions. The current Planning suite has 11 offices for an eight-person office – 7 full-time and one variable hour employees. There are, of course, considerations that need to be given to conference space and customer service space, both of which have been examined. Based on preliminary discussion with the Planning Director, PAO, Facilities Director, and IT Director, a swap of the suites would be the most expeditious and advantageous solution to addressing immediate space needs. The costs for a move would be minimal. Steps would be taken to address cosmetic or structural needs in each office, however complete remodels are not necessary.

A walk-through of the space with the above-named directors and the Liaisons to the Planning and PAO Offices is scheduled to validate, reject, or modify the proposal to swap office suites by October 31st. It is desired that the building committee authorize the liaisons to take such action.



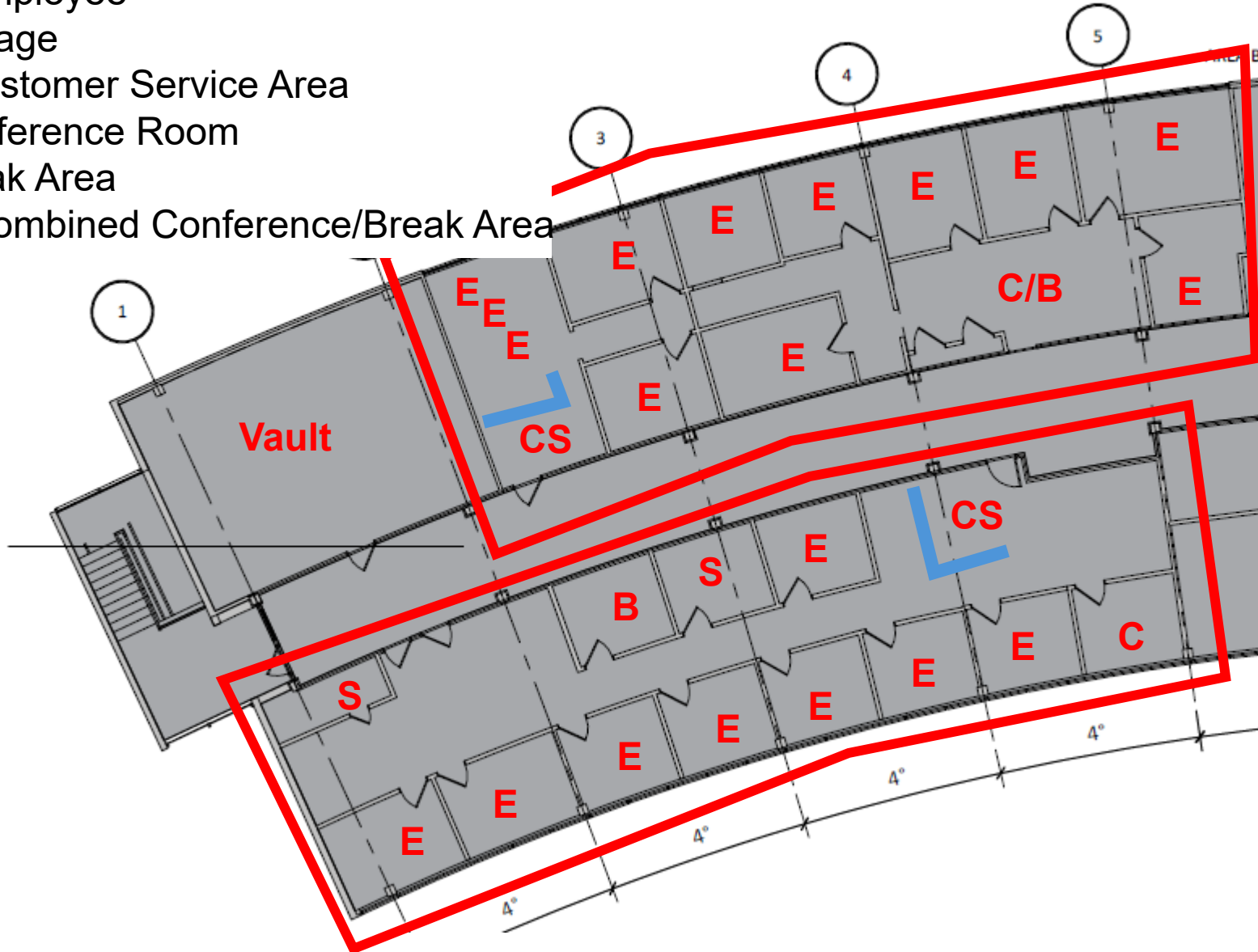
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Current Suite Configurations

- E** = 1 Employee
- S** = Storage
- CS** = Customer Service Area
- C** = Conference Room
- B** = Break Area
- C/B** = Combined Conference/Break Area



Current PAO

- 9 Office Spaces
- 13 Employees (10/31)
- Short 1 Office (10/31)

Current P&Z

- 11 Office Spaces
- 8 Employees