

**MINUTES
CITY OF LONSDALE
SPECIAL CITY COUNCIL MEETING
APRIL 9, 2018**

1. CALL TO ORDER

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 p.m. in the City Council Chambers, 415 Central Street West.

2. PLEDGE OF ALLEGIANCE

Everyone stood and recited the pledge of allegiance.

3. ROLL CALL

Members Present: Steve Cherney, Kevin Kodada, Tim Rud, Cindy Furrer, Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker

Consultants Present: Senior Architect John McNamara, Architect Melissa Stein, and Project Manager Amanda Marcott of Wold Architects & Engineers

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda.

A motion was made by Kodada and seconded by Cherney to approve the agenda as presented. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

None

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

a. Discuss the City Hall Expansion Project – John McNamara, Wold Architects & Engineers

The Council reviewed a detailed Staff Report created by Erickson, which highlighted existing conditions, office space restrictions, general building maintenance and appliance issues, an office size comparison to the neighboring cities of Montgomery and Elko New Market, and potential fiscal impacts. McNamara went through a 14-slide presentation which was projected on the front whiteboard. He detailed: 1) goals and objectives, 2) existing conditions, 3) two different floor plan options/solutions, 4) budget, and 5) project schedule and next steps. He stated that following goals were incorporated into the building design: 1) improved entryway and lobby area, 2) additional office space, 3) dedicated conference/break room space, and 4) improved Council Chambers, in terms of space, height, natural light, safety, and technology. The Council reviewed the options, and they provided feedback on the proposed designs.

Scott Pelava arrives to the meeting at 6:17 pm.

Cherney stated that the smaller floor plan design is not an option, because of the current space needs that the City needs today. He stated that he was in favor of Option One, which showed a larger floor plan. Cherney asked McNamara questions about sq. ft. costs and commercial versus residential construction. McNamara went through the cost estimates, and he noted that although the project will be constructed to the commercial Code, residential type finishes and different HVAC system solutions will be considered to help keep costs down. McNamara stated that competitive bids and bid timing can also produce lower bids. He said that their staff cost estimator will be able to provide a more detailed estimate as the plans progress. McNamara noted that local contractors, who are able to post a bid bond of around \$7,000, can bid on the project.

The Council discussed construction finishes, office furniture, and storage needs. Pelava noted that a different sq. ft. price was used to determine the original project cost last year during a number of the 2018 budget meetings. Furrer stated that she was amazed at the amount of money. The Council discussed a potential City campus idea, where the various City Departments would be located within a block of each other. Cherney stated that the City needs to make bold moves, he said that City Hall is the hub/brains of the city, like a sales barn. He liked the idea of creating a focal point for the community.

Kodada stated that he also like Option 1 better. Rud said that ideally, the project should be sent out for bids to determine the actual cost. Kodada asked about a pre-bid meeting. Erickson stated that they highly recommended that every contractor attend a pre-bid meeting, McNamara noted that it would not be mandatory. Pelava asked about the timeline and target completion date. McNamara went through the proposed project schedule. Rud suggested sending out an invitation to bid on the project to the smaller trades. Furrer stated that she liked the vestibule and second exit shown on Design Option One, but she suggested moving the upstairs restroom door the southern wall. McNamara answered further questions about the proposed construction and layout of the downstairs Council Chambers.

A motion was made by Kodada and seconded by Pelava to approve the proposed larger floor plan Design Solution (Option 1) and authorized Wold Architects to proceed with finalizing the plans and specifications. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Erickson stated that the Planning Commission will be reviewing the City Hall Site Plan at their April 16th meeting, and he noted that a Guest Column will be sent to the Lonsdale Area News Review newspaper tomorrow detailing the main points of the project.

11. OTHER BUSINESS

a. Staff Reports

N/A

b. Council Reports

N/A

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 6:59 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator