

**MINUTES  
CITY OF LONSDALE  
SPECIAL CITY COUNCIL MEETING  
MAY 6, 2024**

**1. CALL TO ORDER**

Mayor Tim Rud called a meeting of the Lonsdale City Council to order at 6:00 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: Brian Wermerskirchen, Kevin Kodada, Tim Rud, Cindy Furrer and Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson and Library Director Marguerite Moran

**4. APPROVAL OF AGENDA**

Rud asked if there were any additions, deletions or corrections to the agenda. A motion was made by Kodada and seconded by Pelava to approve the agenda as presented. Vote for: Wermerskirchen, 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. Interview Architectural Firms for the City Hall / Library Remodel Project

Erickson said he sent the RFP to nineteen firms, with ten firms submitting proposals. He said of the ten, at the April 25, 2024 meeting, the City Council review the proposals and selected Widseth, Hay Dobbs and Wold to interview. He said he contacted each of the firms and all will be giving presentations tonight. He said he did not have specific questions for the firms and expects each to have a presentation and possibly follow up questions by the City Council. Each of the three firms gave presentations.

#### Widseth:

Lindsey Kriens and Kaeko Leitch gave a presentation that focused on their proposed team, general information on Widseth, their experience in Lonsdale and Rice County, project approach (predesign, design concepts, mechanical/electrical systems, cost estimating and operations, bidding and construction administration), experience/qualifications and summarized examples of similar projects. Kriens said Widseth has converted two clinics into their offices. Mayor Rud said he liked their approach to the project. Furrer asked the size of the library inside the existing building footprint. Kriens said about a third. Moran said the current library is about 4,300 square feet and about 3,500 without the large meeting room. Kriens said the bathrooms will need to be increased due to increased occupancy. Erickson asked if a storm shelter will be required per the Building Code. Kriens said they researched this and it is not required per the Building Code but it can be incorporated into the project. Moran said she was not interested in making a lateral move. Mayor Rud asked about construction costs. Kriens said they are slightly down from the last couple of years but they are still high. Leitch said square foot costs are ranging between \$130 - \$250 per square foot. Kriens said options to reduce costs would be to deliver the project through the design-build process instead of the design-bid-build process. The City Council thanked Widseth for their interest in the project.

#### Hay Dobbs:

Tom Dobbs and Tom Coates of Hay Dobbs attended the interview on the behalf of Hay Dobbs. Dobbs summarized the firm. Erickson provided project history and the City's desires for the building. Dobbs discussed the Council Chambers and how it can be used other ways. Dobbs asked about the use of the library and their approach to designing 21<sup>st</sup> century libraries. Moran said she is committed to a 21<sup>st</sup> century library but also maintaining stacks. Dobbs suggested the space be flexible and adaptive to maximize the investment of the community. Dobbs asked about the schedule and decision making process. Erickson said the City can make timely decisions and there will be a committee of 5-7 people. Dobbs said the library expansion to the south makes sense and can incorporate outside seating. He said the budget is light so taking into account repurposing will be important. Dobbs said there would be a kick-off meeting to set the stage for the project and quantity and quality equal project cost. Dobbs summarized how they conduct the open houses and the fact they are more than "what do you think". He said they would discuss strategic planning, purpose and outcomes at the open houses. Dobbs asked if the City Council had any questions. Mayor Rud asked about construction costs. Dobbs said they are seeing \$300 - \$350 per square foot, which is nothing fancy.

He said the 5,000 square foot addition would cost around \$1,800,000. Dobbs said a remodel, without many improvements could be \$100 per square foot. He said to meet the budget, the design would be simple, practical and some construction could be deferred until the library expansion is built. Dobbs said they are prepared to roll up their sleeves and become a partner with the City on the project. He said they pride themselves on transparency and communication. Moran asked about library square footage. Dobbs said it will depend on strategic planning. He said this project would be a priority to them because they prefer working in small towns, which requires a different process. The City Council thanked Hay Dobbs for their interest in the project.

Wold:

Melissa Stien, Andy Dahlquist and John McNamara were present to give Wold's presentation. Stien said Wold does not take a cookie cutter approach to projects and the design would meet the City's needs now and into the future. Stien said the process would be a collaboration between Wold and the City and they take pride/ownership in each of the projects they work on. Dahlquist said schedule management is key to project construction. He also said cost management is important and they have in house engineering staff. McNamara said the design could include intuitive way finding, be inviting, yet safe. Stien said user groups would be interviewed, day light should be utilized and site lines and technology should be part of the project as well. McNamara said long term planning should be thought about so the building can adapt as the City does. Mayor Rud asked if construction costs are still high. Dahlquist replied yes but are stabilizing with inflation around 4%. McNamara said some items still have lead times but most are back to pre-covid lead times. He said they are not anticipating any long lead times. Mayor Rud asked about the cost of the library addition. McNamara said new construction is between \$380 - \$400 per square foot and renovation costs are between \$125 - \$175 per square foot. Pelava asked if a storm shelter would be required. McNamara said it is not required. Kodada asked if the doors and other items can be reused. McNamara said yes because the doors are in good shape and the finishes are nice. Mayor Rud asked about the project's timeline. McNamara said with winter construction, the project should be complete by early summer. The City Council thanked Wold for their interest in the project.

The City Council held general discussion on the firms' proposals and presentations. The consensus was that Widseth gave a good presentation and was prepared.

Wermerskirchen said the Council Chambers should have an accordion wall(s) because a public space is needed. A motion was made by Kodada and seconded by Furrer for Widseth to be the architect for the project. Vote for: Wermerskirchen, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

## **11. OTHER BUSINESS**

a. Department & Council Reports

None

## **12. ADJOURNMENT**

A motion was made by Furrer and seconded by Wermerskirchen to adjourn the meeting at 7:57 pm. Vote for: Wermerskirchen, Kodada, Rud, Furrer and Pelava. Vote against: None. Vote: 5-0. Motion carried.

Respectfully Submitted:

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Joel A. Erickson, City Administrator