

## **CITY OF CARLISLE SPECIAL CITY COUNCIL MEETING MINUTES**

**Wednesday, 4 March 2020; 6:30 P.M**

**Carlisle City Hall Council Chamber, 195 N. 1<sup>st</sup> St.**

Elected Officials present were Mayor Drew Merrifield, Doug Hammerand, Ruth Randleman, Eric Goodhue, Dan McCulloch and Rob Van Ryswyk constituting a quorum. Also present were City Admin. Deven Markley, City Clerk Martha Becker, Police Chief Matt Koch, Library Director Stacy Goodhue and Park and Recreation Superintendent Ronda Frost. Mayor Merrifield called the meeting to order at 6:30 P.M.

### **OLD AND NEW BUSINESS & POSSIBLE ACTION**

Dana Pederson, Ethos Design Group, spoke to Council regarding the work plan timelines for the Police and City Hall building renovations. There was discussion between Council, Pederson and staff regarding building plans and workplan costs. There was also discussion regarding possible office space set aside for Council at the City Hall as well as the layout of the Council chambers. Pederson and Council reviewed and discussed three options for the renovation site management which included a construction manager approach, design/bid/build approach or hire an individual construction professional to help oversee the project as a consultant type agreement. There was continued discussion regarding the construction managers role and who would be the go-to for possible issues during construction. Pederson explained she is the advocate through the entire process and she would be involved with any issues. Council agreed that the design, bid, build process may be the best fit for the city. Goodhue noted that he and Markley discussed bringing in a consultant and with his experience in construction Goodhue expressed that he would be willing to volunteer his time as the consultant.

Markley explained that the city does not have a contract with Ethos for the next phase of the projects and inquired if Council wants to proceed with RFP's or continue with Ethos. Council expressed that they were satisfied with what Ethos has currently done for the city. Pederson reviewed the project workplans which include kickoff meetings to review schematic design schedule and budget, design development, construction documents and bidding and contracts. Council and staff discussed options of where the police department would relocate during the police building renovation. There was discussion to relocate the police department to the Recreation center as it would be the most logical for temporary renovations for the department's needs. Council also discussed the Recreation centers upcoming rentals and agreed that no rentals should be booked after January 1<sup>st</sup> 2021. Council and Markley continued with discussions regarding Councils involvement in the process. Markley expressed that he would like some involvement from Council regarding certain particulars of the project and to be available if questions or issues arise during the process.

Pederson commented that she would like Goodhue to attend the design meeting as the owner site representative.

Motion by Goodhue, seconded by Hammerand to Adjourn at 8:23 pm. Motion carried unanimously on a roll call vote.

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Drew Merrifield, Mayor

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Martha Becker, City Clerk

NOTE: Minutes are unofficial until approved by Council-final approval may include corrections as necessary