

## MEDINA CITY COUNCIL MEETING MINUTES OF JANUARY 19, 2010

The City Council of Medina, Minnesota met in special session on January 19, 2010 at 6:06 p.m. in the Medina City Hall.

### **I. Call to Order**

**Members present:** Weir, Siitari, Smith, Crosby (arrived at 6:20 p.m.)

**Members absent:** Johnson

**Also present:** City Administrator Chad M. Adams, Public Works Superintendent Steve Scherer, and City Engineer Tom Kellogg

### **II. Public Works Facility Scope of Services & RFP for Construction Management or Architectural Services**

Adams provided an overview of the discussion points from the memo distributed in the Council packet related to studying additional options for meeting public works facility needs. He stated a handout of the scope of service options were handed out to the Council on the table prior to the meeting.

Kellogg provided an overview of the scope of service, which included two options to study the vacant Temroc building for possible public works retrofit and one option to study a possible expansion to the existing public works facility at the existing location. Discussion was held on the options.

Crosby arrived at 6:20 p.m.

*The Council agreed to not pursue Option I, which included a study of the Temroc building for only Medina public works use.*

Adams handed out a memo from legal counsel related to the use of tax exempt bonds to acquire/improve facilities and restrictions on the amount of space that can be leased to private users.

*Smith moved, Weir seconded, to direct staff to complete a report on studying Option II (Temroc building retrofit w/ other shared users) within 60 days, and to complete a report on studying Option III (expansion to existing public works facility) within 30 days.*

**Motion passed unanimously.**

Discussion was held on other possible shared users of the Temroc building. Following suggestions from the Council, Adams stated Staff would continue to seek out other possible non-profit/governmental shared users, including Hennepin County.

Adams questioned if any direction he received in the October 20, 2009 Executive Session related to the Hennepin County site should be postponed or altered. *The Council agreed that Adams should proceed with the direction he was provided on October 20, 2009.*

Adams discussed the options of hiring a Construction Manager and/or and an Architect/Engineer. He advised that a Construction Manager be hired before an Architect/Engineer, but not until a final decision was made by Council on the best public works facility option to pursue. *The Council agreed to delay the drafting of an RFP for Construction Management services.*

### **III. Adjournment**

The meeting was adjourned at 6:50 p.m.

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T.M. Crosby, Jr., Mayor

Attest:

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Chad M. Adams, City Administrator-Clerk