

**OFFICIAL PROCEEDINGS
CITY OF COLUMBIA HEIGHTS
CITY COUNCIL MEETING
NOVEMBER 30, 2020**

The following are the minutes for the special meeting of the City Council held at 4:00 pm on Monday, November 30, 2020 in the City Council Chambers, City Hall, 590 40th Avenue N.E., Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Schmitt called the meeting to order at 4:00 pm.

Present: Mayor Schmitt; Councilmember Buesgens; Councilmember Murzyn, Jr.; Councilmember Novitsky

Absent: Councilmember Williams

Also Present: Kelli Bourgeois, City Manager; Aaron Chirpich, Community Development Director; Kevin Hansen, Public Works Director; Joe Kloiber, Finance Director; Nicole Tingley, City Clerk

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Councilmember Buesgens, seconded by Councilmember Murzyn, Jr., to approve the agenda. All Ayes, Motion Carried 4-0.

CONSENT AGENDA

(These items are considered to be routine by the City Council and will be enacted as part of the Consent Agenda by one motion. Items removed from consent agenda approval will be taken up as the next order of business.)

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr., to approve the Consent Agenda items. All Ayes, Motion Carried 4-0.

1. Approve August 3, 2020 Work Session Minutes

MOTION: Move to approve the minutes of the City Council Work Session of August 3, 2020.

2. Approve September 8, 2020 Special City Council Meeting Minutes

MOTION: Move to approve the minutes of the Special City Council Meeting of September 8, 2020

3. Approve September 8, 2020 Work Session Minutes

MOTION: Move to approve the minutes of the Work Session of September 8, 2020

4. Approve October 5, 2020 2019 State Aid Street Rehabilitation Assessment Hearing Minutes

MOTION: Move to approve the minutes of the 2019 State Aid Street Rehabilitation Assessment Hearing of October 5, 2020

5. **Approve October 5, 2020 2019 State Aid Rehabilitation Assessment Hearing Minutes**
MOTION: Move to approve the minutes of the 2019 Street Rehabilitation Assessment Hearing of October 5, 2020
6. **Approve October 5, 2020 2020 Street Rehabilitation Assessment Hearing Minutes**
MOTION: Move to approve the minutes of the 2020 Street Rehabilitation Assessment Hearing of October 5, 2020

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

7. **Resolution 2020-107, Awarding a Contract to Central Roofing Company for Roof Replacement at Municipal Liquor Store No. 3 for \$100,020 with Optional Alternatives, and to Amend the Liquor Fund Budget Accordingly**

Finance Director Kloiber provided highlights of the roof replacement contract. He noted that a portion of the contract is for upgrades to the building including wrapping the building with pre-finished metal. Additionally, he stated while preparing the quote, it was discovered that there is a gap between the liquor store building and the tire store building. This project would stop water and moisture from running down the walls of the gap.

Councilmember Buesgens asked if there is a way to check for water damage in the gap. Kloiber responded that they have taken test cuts of the roof and have not found anything, but they are not able to test all of the way down the walls.

Kloiber stated that the architect for the liquor store remodel determined the roof needs to be replaced. The estimated cost for the remainder of the remodel is \$125,000 to \$140,000. He anticipates bids will be sought in early January.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr., to waive the reading of Resolution 2020-107, there being ample copies available to the public. All Ayes, Motion Carried 4-0.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr., to adopt Resolution 2020-107, Awarding a Contract to Central Roofing Company for Roof Replacement at Municipal Liquor Store No. 3 for \$100,020 with Optional Alternatives, and to amend the Liquor Fund Budget Accordingly. All Ayes, Motion Carried 4-0.

New Business and Reports

8. **City Hall Interior Layout and Project Budget**

Public Works Director Hansen started off by showing the City Council a rendering of the City Hall façade from Central Avenue noting the placement of limestone, blue paneling, and concrete.

Next, Hansen provided a summary of the changes to the City Hall floor plan since the May 4 Work Session in which the floor plan was originally brought to. Hansen stated that the

employee area saw very minor changes. He explained the changes to the Council Chamber area. These were making the wall on Central Avenue full glass, having the exit behind the Council being reconfigured, and switching the locations of the AV room and storage room. Hansen stated there were minor refinements to the lobby area including a larger vestibule.

Community Development Director Chirpich showed the City Council a rendering of the City Hall entrance from the parking garage. He explained that Doran would be partially constructing it and the City Hall condo contractor would be finishing it. He noted that two parking spaces have been lost to accommodate this design. Councilmembers Buesgens and Novitsky commented they liked the design.

Chirpich explained that the parking garage entrance, parts of façade on Central Avenue, and streetscape elements on Central all constitute exterior upgrades from a gray-shell condo agreed to in the development agreement.

Chirpich then showed the City Council a rendering of the Central Ave streetscape. He provided an overview of the elements including a heated sidewalk, benches that serve as crash protection, and plantings.

Councilmember Buesgens inquired if the City would have control of the planters and trees to ensure the trees and plants are sustainable and native. Hansen answered that the Forestry Specialist would give input. Chirpich clarified that the care of the trees and plants would be a part of the Condo Declaration agreement.

Buesgens asked if there would be any benches on 40th Avenue. Chirpich responded that there was not enough space, but bollards would be placed for crash protection.

Chirpich provided clarification of the costs of the three exterior upgrade categories as follows: parking garage entrance at approximately \$92,000, streetscape elements at approximately \$80,000, and Central Avenue façade at approximately \$150,000 which will be held in escrow. A 25% contingency will also be added to the escrow. Funds from the land sale went to the escrow.

Mayor Schmitt asked if there is going to be a bus stop in front of City Hall. Chirpich stated there was not noting the one down the block. Schmitt agreed with the rationale.

Councilmembers complimented the renderings of the exterior upgrades.

There was a discussion on the crash protection elements including the types and spacing. Chirpich explained how they were chosen and the adequacy of them.

Hansen went through the overall project budget for the new City Hall. He stated the funding sources. He also provided an overview and explanation of the costs line item by line item as listed on the budget overview sheet. Costs were under the categories of Permits/Owner Cost/Off Site Costs, Fees/Services, Construction Costs, Furniture/Equipment/Technology, and Construction Contingency.

Hansen clarified that budget for technology is reflected in two different line items on the

budget sheet. The line item 5.02 under Furniture/Equipment/Technology is for technology not included under line item the Interior Build-Out or 4.01 under Construction Costs. The \$125,000 under 5.02 is for items such as servers, PCs, displays, and phones. There is an additional \$698,000 budgeted under 4.01 for technology. This covers items such as access control, security, and cable wiring.

Hansen explained that a 5% contingency was chosen because estimates were obtained from contractors. He clarified that a contractor has not been selected for the city hall portion.

Mayor Schmitt commented that the total budget was what was anticipated.

The City Council thanked City Staff for their work on this project.

Councilmember Buesgens inquired about including historical photos specifically the progression of the city hall building through the years. Bourgeois responded that there are historical photos and it is planned to incorporate historical elements into the new City Hall.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to approve the floor plan from Leo A Daly for the construction of the new City Hall. All Ayes, Motion Carried 4-0.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky to establish the project budget for the City Hall project. All Ayes, Motion Carried 4-0.

ADJOURNMENT

Bourgeois announced to the City Council that the City Staff plans to bring the 2021 budget as passed as the preliminary budget for approval to the December 14th City Council meeting. This includes the additional monies for park improvements. Mayor Schmitt asked if the City will be received the full Local Government Aid (LGA) amount. Bourgeois and Kloiber answered that there has not been anything to indicate that the City will not be.

Bourgeois asked the City Council for their feedback on including filling the Library Board vacancy from Pat Sowada with the annual process in the spring. She stated that this would prevent having two processes back to back. The City Council agreed to include this vacancy with the annual process.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to adjourn. All Ayes, Motion Carried 4-0.

Meeting adjourned at 4:47 pm.

Respectfully Submitted,

Nicole Tingley, City Clerk/Council Secretary