

## OTTUMWA CITY COUNCIL MINUTES

SPECIAL MEETING NO. 34  
Room 108, City Hall

December 13, 2022  
5:30 O'Clock P.M.

The meeting was called to order at 5:30 P.M.

Present were Council Member McAntire, Hull, Pope, Roe and Mayor Johnson.  
Council Member Galloway was absent.

Roe moved, seconded by Pope to approve the agenda as presented. Motion carried 4-1. Absent: Galloway.

Mayor Johnson inquired if there was anyone from the audience who wished to address an item on the agenda. There were none.

Also present: Phil Rath, City Admin., Larry Seals, PW Dir., Gene Rathje, Parks & Rec. Dir., Paul Newman, Architect with Willett Hofmann.

Discussion commenced on the City Hall HVAC Update – City Hall Remodel Project.

Rath started, the potential for remodel of first floor is a way to make it more functional and a secure work area while bringing the historical aspect back. Being able to restore some of the historical attributes, creating office space behind that, better access to the public and protected work areas for staff are the key items we are trying to accomplish.

Seals added, the first feasibility study was done back in 2018 where we looked at five different systems for this space and ended up selecting Willett Hofmann to develop plans for HVAC installation and remodel of first floor. We have had constant issues with the boiler system and have cobbled maintenance throughout the yrs. City Hall is a challenging bldg. looking at cost effectiveness, where do we start and where do we end? We want to design and build it so we don't have to again look at this years down the road. We are trying to develop a way to keep the city functioning while completing the remodel.

Paul Newman provided the tentative design items for review. Starting with the basement area where we will restore restrooms and make an area of refuge (for ADA accessibility). Moving to first floor where we are making the restrooms ADA accessible and creating another ramp for entrance. We are also re-establishing the hallway/corridor along the outside perimeter of first floor and relocating some offices to the opposite side. Restoring restrooms on second and third floors so they are ADA accessible and creating another area of refuge on the third floor. Phase one will be HVAC installation along with updates to restrooms on all four floors while Phase two is restoration/remodel of the first floor.

Seals added, from a cost perspective, it would be better to do both projects at the same time; better pricing for ordering all the materials required for the project. Will need to add cost of asbestos abatement (roughly \$75,000) to project.

Rath added, cost estimate for total project roughly \$3.5 Million (for both phases); council previously approved \$700,000 from bond issuance and \$809,000 from phase one ARPA funds for this project. That leaves approx. \$2 Million to find funding sources for. We still have some second year ARPA funds that are not allocated yet, so we could put them towards this project (\$1.3 Million) leaving approx. \$691,000 that we could pull from incoming franchise fee dollars that are not factored into any upcoming budgets. Rath has discussed with the current Finance Dir.

Our first cost estimate was \$5.4 Million for a project of this magnitude, but changing part of the scope, now we are looking at \$3.5 Million. There are many unknowns to this project as well, we may have numerous change orders throughout the process.

Roe stated we've known for a few decades that the heating/AC was bad but continued trying to fix it the best way we knew how; at some point we will be forced to spend the money to fix it and bring everything up to code.

Seals reported one of the things that has occurred since our first feasibility study is working with Alliant for rebates and cost savings on our utility expenses. Everything that we want to accomplish with this project will add to our energy efficiency and provide additional cost savings in the future.

Rath stated cost savings of doing both phases at the same time; \$3.5 Million for the total project that is if council is comfortable using ARPA funds for both years along with incoming franchise fees and bonds that we already put in place for this project. Is this plan generally acceptable to proceed? Consensus of council was to proceed.

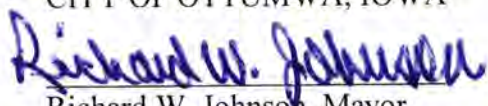
Newman confirmed the project will be constructed in two phases but bid as one project.

Identify the scope of work; next Tuesday, 12/20/2022, will be an action item to approve Plans & Specifications for this project.

There being no further business, Roe moved, seconded by Hull that the mtg. adjourn. Motion carried 4-1. Absent: Galloway.

Adjournment was at 7:03 P.M.

  
ATTEST:  
  
Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA  
  
Richard W. Johnson, Mayor

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