

Administrative Committee

Wednesday, April 14, 2021

The Administrative Committee was held on Wednesday, April 14, 2021 at the Government Center, 300 Hoven Drive, Pacific, MO 63069.

I. **Call to Order**

The meeting was called to order by Chairman Nemeth.

II. **Roll Call**

Present at Roll Call: Alderman Adams, Alderman Stotler.

Others City officials present: Mayor Myers, Administrator Roth, City Clerk Barfield.

III. **New Business**

a. Red Cedar Update – Administrator Roth stated the project is out to be. Currently there are five plan holders. There is a mandatory pre-bid meeting at 3:00 p.m. at Red Cedar. The Architect will be there. The purpose of the meeting is giving the bidders a chance to see the facility and overview of the project. It is required of the bidders that they also give examples of their work in preservation. Director Kopp is out until May 4th. He is capable of handling the project, but of course since he is on leave, there is no one to manage it. He spoke with Cochran Engineering's architect to discuss if they could manage the project. Director Kopp was previously managing it, but if he is not here someone has to do it. He has worked with Cochran before and they recommended an architect out of the Union office. Currently Cochran is under contract with the City in a limited fashion. Discussion followed. Alderman Adams felt that if we hired a firm, then we employ the services of more than one person. He was comfortable with changing gears to move forward with the firm, even after Director Kopp returned, as he would be busy with other duties. Mayor Myers agreed and thought if we hired Cochran to be the project manager instead of Director Kopp, we should keep them to the end. Director Kopp will then be able to catch up. Administrator Roth stated engaging a construction manager with them will require a different contract and need full Board approval. **Motion made by Alderman Adams, seconded by Alderman Stotler to authorize and instruct Administrator Roth to negotiate contract terms to employ Cochran for the owner's representative for Red Cedar. A voice vote was taken with an affirmative result.**

MoDot right-of-way on the parking lot – Administrator Roth was told he should have exhibits soon.

Project Manual – Administrator Roth stated he was struggling with the front end of the project. The contract with the Architect said they would provide the Project

Manual. It appears they struggled with this and he had to help them, which caused concern for him. For example, the Wage Rate Order they provided was for Franklin County, and the project is in St. Louis County. Discussion followed. **Motion made by Alderman Adams, seconded by Alderman Stotler, that, if need be, we deduct from them a certain amount due to PatternIves for Cochran to do some of the work. A voice vote was taken with an affirmative result.** Alderman Adams asked that Administrator Board inform the Board of what is happening in his report with the next meeting packets.

Financing – the bids are due on Monday and he hopes to have them ready for Board review by the 20th. Then we can develop how we are going to pay for it with detail and come up with a finance plan.

Operation of the building – Alderman Nemeth stated after the bid is awarded and construction starts, we should probably start discussing how the building will operate. There is a lot of discussion going on. Alderman Adams stated without a doubt, his biggest fear is once Red Cedar is done how it will be managed. There is already funds ear marked out of the budget to begin management, but it's not a lot of money. The museum has no money to start off with. Each department needs to sit and thrive on its own. He strongly recommended the committee consider including in the financing the operation of Red Cedar by a professional for the next 1-3 years. Professional means hiring a professional person or organization to run it. The Museum is a recommending board and they need to know this. They fall under the authority of the Administrator, just like any other committee. Administrator Roth would bring back his recommendation of a professional operation of the Red Cedar. If we need \$ 200,00 to \$ 300,000 to do this and run it for a few years then let's get it done at the same time. Discussion followed. Alderman Adams stated that he always thinks about the public's perception, as it's their properties. We represent the public and we have to stay at the same pace they are. Mayor Myers agreed. Committee members agreed this needed to bring a regional draw and participating with the Route 66 Club, Chamber and Partnership or any other organization is a possibility.

VII. Adjourn

Motion made by Alderman Adams, seconded by Alderman Stotler to adjourn. A voice vote was taken with an affirmative result.

The meeting adjourned at 4:38 p.m.