

CITY OF GEARHART
Special Meeting of the City Council
Friday, April 11, 2025
3:00 pm On-site and Virtual/Telephonic

A special meeting of the Gearhart City Council was held Friday, April 11, 2025. Council members, City staff, and the public were able to attend on-site, virtually, or by dialing in on a telephone.

Present were Mayor Kerry Smith, Councilor Paulina Cockrum, Councilor Preston Devereaux, Councilor Dana Gould, City Administrator Chad Sweet, Fire Chief Josh Gregory, Police Chief Josh Como, Public Works Director Mark McFadden, Public Works Stephen Petersen, Public Works Gage McFadden, Public Works Joe Little, Executive Assistant Krysti Ficker, and City Treasurer Justine Hill. Councilor Sharon Kloepfer was unable to attend, and Attorney Watts was having technical issues. A quorum of the Council was present.

Mayor Smith called the special meeting of the City Council to order at 3:02 pm.

There were no conflicts of interest declared by any member of the Council.

Public Communications - Written & Oral. Mayor Smith read the oral public comment statement on the agenda. There was no public communication.

New Business.

Discussion - Public Safety Building Planning Next Steps. Mayor Smith introduced the item and asked Administrator Sweet to go over a synopsis. He explained that the special meeting had been called by Councilor Gould and Councilor Devereaux to have discussion resulting from the last Council meeting. Councilor Gould thanked the other Councilors for having the meeting on short notice. She felt that a meeting was necessary because of comments she had heard from the public in regard to the Public Safety Building project after the last City Council meeting. She wanted a conversation on whether or not this project is still viable and how the Council was going to move forward. She wanted to identify tasks and come to some resolution on who is going to make sure these tasks are completed. Because the Klash Group's services were not extended, she feels these discussions need to be done in a transparent manner. She feels this project is important. She requested that Administrator Sweet go over roles and tasks. Administrator Sweet distributed handouts to the Council (*Roles and Collaboration Overview with Klash Group expenditures to*

date; Phases outlined in the FFA Proposal) and went over them. He gathered the information by going through the scope of both the Klosh Group's and FFA's approved proposals. He indicated the highlighted areas are still tasks that need to be completed. He mentioned that the Klosh Group had submitted a change order that was denied. He pointed out that some of the additional costs that the Klosh Group had requested was for City requested additional services. FFA is on budget and has a contingency amount in their contract. Administrator Sweet and Klosh Group have been out of town, so he has been unable to further discuss what services are still needed to get the project finished. Administrator Sweet went over the Klosh Group budget.

Councilor Gould referenced the "quiet period," which is the time after the City submits an official ballot measure until the actual election is completed. She noted that during this period, City staff nor City paid consultants can advocate for the passing of the measure. She would like the Council not to focus on how many more months consultants are needed, but rather, focus on what tasks are needed before that time period to make an informed decision about moving forward with a ballot measure. She also reminded Councilors that every interaction with consultants cost money and being a concise, collaborative group would reduce expenses. She felt there should be one point of contact. Councilor Cockrum clarified that she would never directly contact the consultants but use Administrator Sweet, who she feels should be the project contact person.

Councilor Cockrum noted that she has added cost estimates to the tasks that still need to be completed. Councilor Gould also noted that although FFA has contingency funds still available, ideally, they would not be used. She feels these are funds that will potentially come back as a cost savings to the City. Administrator Sweet was prepared to go over some of the ways that FFA has proposed they can assist the City by using the contingency. Councilor Cockrum felt she understood the scope between now and May; however, she was uncertain beyond May through August.

Administrator Sweet went through draft tasks and timeline proposed by FFA. These additional scope items would be paid using agreement contingency. Tasks that were included were: continued community engagement; building excitement for the next Townhall Community meeting; creating marketing postcards; providing a design summary; updating Public Safety Building project webpage; providing a summary of current versus previous bond effort processes; assisting in showing fiscal responsibility through community input; writing materials for ballot measure; assist with communication; and potentially adding another Townhall. Councilor Gould stressed that any additional Townhall should be done before August.

Councilor Gould appreciated Klosh Group's efforts on realigning the City's original unrealistic timeline in terms of getting consultants and gathering adequate community input. She would personally like their professional knowledge and expertise on the cost validation process. She does not want to undervalue the third-party cost estimators; however, having another professional opinion seems critical. Administrator Sweet indicated that one of the goals was to have Klosh Group review the cost estimates. Mayor Smith reiterated that the change order submitted did not indicate any specific tasks that Klosh Group intended to do with the additional funds. Administrator Sweet did agree that specific tasks were not clear in the original Klosh Group's change order language. Mayor Smith felt that there was additional guidance needed on what tasks were needed. Councilor Devereaux feels that Klosh Group has been the City's professional expert, which is exactly why City Council hired them.

Councilor Gould mentioned she would like to discuss defining the representative who would gather information from the consultants. Mayor Smith feels that all the Councilors need to be involved. He does not want to pick an individual representative because he feels they should all be able to ask questions and hear the responses. Councilor Gould gave a reminder that this type of group communication may end up costing more money. Mayor Smith feels that a professional consultant should be addressing cost overages as they come up, not towards the end of the project. Councilor Gould reiterated that the Change Order No. 1 submitted last Council meeting was denied and not something that needs to be further discussed.

Councilor Cockrum clarified that she voted no on Change Order No. 1 because she did not have enough information. She felt she needed to do her due diligence. In order to get a clear history of the situation, she requested information from City Hall; talked to individuals who attended meetings; and followed up with Councilors. Based on invoices, it appeared to her that Klosh Group was over budget a few times during the project. She also shared that several City people who are vested in the project gave high ratings in regards to working with the Klosh Group. Her recommendation would be to move forward and approve some amount for Klosh Group to finish up through May. She felt that the cost estimates were very important. She would like to leave the meeting with a funding amount that would allow Klosh Group to finish critical tasks.

Councilor Gould reiterated that the City is currently under budget on the FFA contingency, which would translate to funds that could be used to pay Klosh Group. She mentioned that the owner's representative position under consideration is such a small percentage of the overall budget, and felt it would be worth protecting the City's investment. She also wanted to make sure the Council

was establishing a positive relationship with contractors because she feels that it will build favorable relationships in the future. She wants to figure out what tasks are needed from Klosh Group to finish this phase of the project. Councilor Devereaux mentioned that if Klosh group had just put in contingency, this would all be a moot point.


- ON MOTION by Councilor Gould to have Administrator Sweet talk to Klosh Group about appropriate tasks necessary to get this phase of the project completed. This language had input from Mayor Smith and Administrator Sweet; however failed to move forward due to a lack of a second.
- There was continued discussion. Administrator Sweet mentioned requesting a Klosh Group estimate that included prepping and attending the Townhall; as well as providing cost validations on the third-party estimates. Councilor Gould was also interested in costs on surveying and/or polling the community. She is interested in having a third-party poll.
- ON MOTION by Councilor Cockrum, 2nd by Councilor Gould to approve \$5,000 as a change order with the Klosh Group with negotiations by Administrator Sweet and using financial estimates provided by the City Treasurer as a reference point, MOTION was approved 3 yeas (Cockrum, Devereaux, Gould) - 1 nays (Smith).
 - Administrator Sweet confirmed he would begin negotiations with Klosh Group in terms of the following tasks: cost validations on the third-party cost estimates; cost of polling/surveying the community; uncommitted budget amount still available; and contingency. He reiterated the motion amount of not to exceed \$5,000 to negotiate with Klosh Group to complete this phase of the Public Safety Building project.

Councilor Gould wanted to know if there was a need to have any Councilor appointments made to the Public Safety Building Work Group. Administrator Sweet felt that the Public Safety Work Group's purpose was almost complete and that he felt that a Councilor's presence was not necessary because City Staff and FFA could wrap up the remaining details.

Councilor Cockrum requested a brief set of minutes for the April 16, 2025 Public Safety Building Work Group meeting. Executive Assistant Ficker mentioned that it is Klosh Group's responsibility to do agendas and minutes. City Administrator Sweet assured the request would be completed.

Adjournment.

- ON MOTION by Councilor Gould, 2nd by Councilor Cockrum to adjourn the meeting, MOTION was approved 4 yeas (Cockrum, Devereaux, Gould, Smith) - 0 nays. Mayor Smith adjourned the special Council meeting at 3:58 pm.



Mayor Kerry Smith



Chad Sweet, City Administrator