

Pool/Recreation Center Steering Committee  
May 11<sup>th</sup>, 2022  
Valley Center City Hall  
121 S. Meridian Street

City Administrator Brent Clark called the meeting to order at 5:35 p.m. with the following members present: Matt Stamm, Sean Miller, Cory Gibson, Roger Stewart, Andy Quandt, Janet O'Donnell, Neal Ownings, Richard Ranzau, and Blake Peniston. Chris Evans was present at 6:02 p.m.

Members Absent: Melissa Fehrenbach, and Danny Park

Public Attendees: Kyle Lang, and Ronald Colbert

**APPROVAL OF THE AGENDA**

Stamm moved to approve the agenda as presented, seconded by O'Donnell. Vote yea: unanimous. Motion carried.

**APPROVAL OF THE MINUTES**

Owings moved to approve the minutes of the April 26<sup>th</sup>, 2022, committee meeting as presented, seconded by Stewart. Vote yea: unanimous. Motion carried.

**NEW BUSINESS-**

A. Request for Proposals (RFPs) Interviews

City Administrator Brent Clark gave a brief introduction of the plans for the evening pertaining to the RFP interviews of the top three A/E firms and the top three CM Services firms. The top three A/E firms were LK Architecture, SJCF, and Hanney & Associates. The top three CM Services firms were Dondlinger, Hutton, and McCown Gordon. Each firm had a total of 15 minutes to present to the committee. The committee members were handed a scoring rubric that included five key areas to score the firms. Due to proprietary information being shared by the firms, Administrator Clark said the live video will be stopped, however, members from the public that are present can stay in the audience as the meeting is still open to the public. The interviews were conducted along with questions and answers by the committee members. Discussion and presentations only and no action taken.

B. Discussion, Scoring & Potential Action on recommendations to City Council

City Administrator Brent Clark introduced the topic and there was a brief discussion on how to proceed forward. The committee thanked all the firms for their presentations, and everyone did an outstanding job during the interviews. Sean Miller expressed that he will not be scoring the A/E firms as the company he works for is involved and knows he has a conflict of interest. Also, he indicated that he has not been in contact with any committee members regarding the A/E proposals. The committee felt with the fee proposals just now being opened that the committee needed additional time to review all the information that had been presented to them. Administrator Clark proposed meeting on Monday, May 16<sup>th</sup> at 6:00 p.m. with the committees final scoring sheets being due by 7:30 a.m. on Monday, May 16<sup>th</sup>. Gibson moved to approve the recommendation by Clark, seconded by Miller. Vote yea: unanimous. Motion carried.

C. General Discussion

Committee members expressed how difficult the decision will be on the top two firms.

Stamm moved to adjourn, seconded by Stewart. Vote Yea: Unanimous.

**ADJOURN - Meeting adjourned at 8:33 PM.**

/s/ Brent Clark, City Administrator