

CITY OF GEARHART  
Worksession of the City Council  
Tuesday, July 30, 2024  
6:30 p.m. On-site and Virtual / Telephonic

A worksession of the Gearhart City Council was called to order by Mayor Smith on Tuesday, July 30, 2024 at 6:30 p.m. Also present were Councilor Devereaux, Councilor Fackerell, Councilor Gould, Councilor Kloepfer, City Administrator Chad Sweet, City Treasurer Justine Hill, and Executive Assistant Krysti Ficker.

Administrator Sweet opened the session with a review of the agenda – go over the Architecture & Engineering RFP selection process, and tour the municipal grounds – and an introduction to the Architect Selection Committee. Jessie Steiger from the Klosh Group was first introduced along with the Mayor’s two chosen selection committee community members, Robert Lee and Jay Speakman.

Administrator Sweet turned the conversation over to Jessie to give a synopsis of the published Architecture & Engineering RFP and selection process. She stated where and when the RFP was advertised and noted final proposals are due by August 6th. Jessie will check all proposals for minimum requirements before passing them on to the selection committee. She shared the Klosh workgroup designated the Architect Selection Committee to include Fire Chief Como, Police Chief Gregory, City Treasurer Hill, City Administrator Sweet, two Mayor-selected community members Lee and Speakman, and herself. She covered the “scope of work” from the published RFP, including the challenge for the architect to find ways to make the building smaller through options such as multi-purpose combined spaces. They will also need to show why renovating the existing [station] isn’t possible. Conceptual designs and cost estimations for two locations, and four community engagement sessions round out the scope of work. She highlighted the selection committee commitments, including scoring methods. Ideas on how they will engage the community will be important. Written proposals will be scored and narrowed to a Top 3 that will be invited to interview on September 10th. The committee will make a final recommendation to Council for approval at the October Council meeting.

Administrator Sweet went over the timeline, which was also published on the City’s blog. He noted thirteen firms attended the site walk-through on July 23rd that was offered to potential applicants. He then turned the discussion over to the Mayor, opening the floor up for questions,

comments, or concerns on everything covered so far.

Councilor Fackerell requested verification that she would not be involved in the narrowing of architectural candidates, just the final selection of the architect, which Administrator Sweet confirmed. She also stated she was surprised the Klosh Group hasn't contacted her yet to offer input on anything. Jessie explained that would go outside the chain of command as the City hired Klosh to report to Chad, and reaching out to individual councilors would circumvent the communication process. Administrator Sweet reiterated that all Klosh workgroup meeting notes would continue to be distributed to Council members to keep communication open.

Councilor Kloepfer asked Jessie if selection committee meeting notes would be sent to Council, to which she replied the scores would be communicated. Administrator Sweet stated staff could send additional notes, which Councilor Kloepfer agreed would be helpful. She also asked Jessie if she was aware of the community's sentiment on including Lesley Miller Park as a potential site, to which Jessie replied yes, she'd seen social media posts.

Councilor Gould made a comparison to the bench committee in following a process to avoid serial meetings and communications that should not occur, which people might try to allege. She wants [Council] to be extra careful and avoid any appearance of that. She pointed out the RFP wording does not define a chosen location, but says we suspect the people will want it to be built here. She mentioned price, stating that building in the current location increases the scope of the project due to affecting police, fire, public works, and probable temporary housing for all three. With the additional unknown geotechnical costs of building here, she feels it's short-sighted to state this early that it could be built no place else where we own property. She reiterated the RFP is inclusive because it implies we want to build here, but if at some point the public says the cost is too high to build here, we are not dead in the water and won't have to go back out for another RFP to look at options. She pointed out the conversation has always been about one big building to meet our needs, and the importance of not limiting the architect so they can come up with something for this odd-shaped piece of land that we own. She does not feel we should be saying NOT to look at something, but instead request the experts tell us how to solve this problem. She reiterated the RFP is not a statement we are building in any one particular place, and she doesn't care where it's built as long as it's built.

Councilor Devereaux affirmed that there have been no secret meetings about the public safety building, they've made no decisions, and the decision will be up to the citizens of Gearhart. He

wants that made clear. He's tired of the garbage being spewed on Facebook.

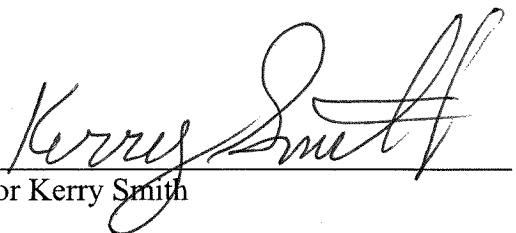
Mayor Smith asked Jessie to clarify if the architects would be given the same questions. She explained the RFP asks both specific and open-ended questions, so all will answer and hopefully provide variety within the responses. He then asked about the interview questions, to which she shared, they haven't been written yet. She explained the selection committee will determine what further information is needed, and craft interview questions from there. She also offered Council the option to submit ideas for interview questions after reviewing scores. The Mayor wanted to make sure all interview questions would be the same to avoid inferred bias, and Jessie confirmed they would be.


Upon confirmation all questions were answered and both the Architectural & Engineering RFP process and timeline were understood, it was announced the facility tour could begin. At the Mayor's request, Administrator Sweet agreed to invite the public attendees along as documentation of no quorum or decisions. It was also agreed the tour would conclude back in Council Chambers for follow-up discussion (if necessary) and proper adjournment. Jessie advised staff to call her if she was needed after the tour, and left the meeting.

The tour began at 6:59 p.m. and concluded at 7:53 p.m.

There was no further discussion following the tour.

Mayor Smith adjourned the worksession at 7:54 p.m.

  
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Mayor Kerry Smith

  
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Chad Sweet, City Administrator