

**Minutes
City of Newhall
City Council Special Meeting
Monday, April 11, 2016 – 7:00 PM**

Mayor Mattson called the regular meeting to order at 2:00 p.m.

Council members present: Gessner, Boddicker, Much, Rinderknecht, and Carolan were present.

Approval of the Agenda: Motion by Gessner, 2nd by Carolan to approve the agenda; all present aye, motion carried.

Council Action:

- a. Mike Warden with Knapp-Warden (engineer who designed Grovert building) was present to discuss moving forward with the project. The following timeline was established to begin moving forward with project.
 - i. Mike, Keri, Jan and Alison will meet to confirm the plans that are in place and make any necessary changes to the floor plan. Jan and Mike will also discuss the roof requirements.
 - ii. The City of Newhall will supply Knapp-Warden a list of HVAC, electrical and any other additional items that have already completed.
 - iii. The City of Newhall will supply Knapp-Warden any preferred contractors or brands they wish to use/have in the Grovert Building.
 - iv. Knapp-Warden will supply the City of Newhall with a finalized drawing and cost estimates to complete the project.
 - v. City of Newhall will access the costs and determine the next step and how we will finance the project.
 - vi. If approved and financial situation is determined, bidding documents will be created and distributed.
 - vii. A Pre-Bid Meeting will occur.
 - viii. Bidding, Award, Build, and Pay will then follow.

Adjournment: At 3:20 p.m. Rinderknecht moved to adjourn, Boddicker seconded, all present ayes, motion carried.

Jan Mattson – Mayor

Keri Touro – City Clerk