

Aurora City Council Meeting Minutes

Aurora Police and Fire Station

Training Room

106 S Elliott Ave.

Aurora, Missouri

Tuesday, November 1, 2022 - 6 P.M.

11/1/2022 - Minutes

1. CALL TO ORDER

Mayor Lewis called the meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Lewis - Present

Chairman Pro Tem Kennedy - Present

Councilwoman Oplinger - Present

Councilwoman Pettit - Present

Councilman Ferguson - Present

3. NEW BUSINESS

3.1. Discussion - Recreation Center Project

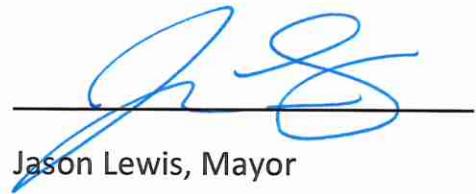
City Manager, Jon Holmes addressed City Council and the Aurora Park Board about the purpose of tonight's meeting and that decisions need to be made for moving forward with the timeline of the Recreation Center. Steven Telscher with SAPP Designs and Sean Thouvenot and Brandon Poindexter with Branco Enterprises, Inc. were there to present the items needed decisions on and the timeline of the Recreation Center process. Timeline Per Design Phase; schematic design (SD) is in yellow, Design Development (DD) is in Peach and Construction Development (CD) is in red. November 29th will be the date for the Community Input meeting. Decision making team as been made and will be the following people: Jon Holmes (City Manager), Carrie Howlett (Asst. City Manager and Community Development Director), Travis Wittenborn (Parks and Recreation), Theresa Pettit (Council member and Park Board Liaison) and Tony Kennedy (Chairman Pro Tem Council member). Meetings will be regularly scheduled for Wednesday's from 4:00 p.m. - 6:00 p.m. The budget for the Recreation Center has been set at \$12,000,000.00.

Meeting agenda and calendar attached.

4. ADJOURNMENT

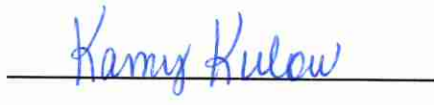
Mayor Lewis adjourned the meeting at 7:34 p.m.

APPROVED



Jason Lewis, Mayor

ATTEST:



Kamy Kulow, City Clerk

11-1-2022

**Aurora Recreation and Event Center
City of Aurora, Missouri**

MEETING AGENDA

AGENDA: Owner-Architect Planning Meeting

1. SCHEDULE / IMPORTANT DATES

- Timeline per Design Phase; SD, DD, CD...
- Community input (Programming/Early SD phase)
- Regular, reoccurring, Owner Decision Making Team/A-E Team meetings (Wednesday's, allow 2-hrs TBD)
- Other input (School, Parks, Utilities Infrastructure), as determined by Architect (November - December)
- Time allowances for Owner reviews/approvals, alignment with Council meetings
- Community Update – End of SD phase, method/format TBD
- Timeline for jurisdictional reviews and permitting, bidding phase and construction phase

2. PROCEDURAL

- Decision-Making – This is a small representative team, the group that worked through the CMAR Selection process worked well together. I recommend the same team with the addition of other staff;
 - Jon Holmes, Carrie Howlett, Justin James, Council member Theresa Pettit and Council member Tony Kennedy
Travis Wittenborn
- Owner Approvals of the Project Design at the conclusion of each Design Phase (SD, DD, and CDs), I recommend the following;
 - Decision-Making Team and City Council
- Owner Approval to direct the CMAR to sub-bid the project and to develop a GMP, I recommend the following;
 - Decision-Making Team and City Council
- Owner Approval to accept the CMAR's GMP proposal/contract amendment, I recommend the following;
 - Decision-Making Team and City Council

Summary: City Council approvals: I assume Council will make approvals for the following:

- To approve of the makeup and authority of the Decision-Making Team
- To give approval to proceed with Bidding the project as Designed at the end of CD's
- To approve Branco's GMP and authorize them to proceed with the Construction phase
- To approve monthly expenditures (ie: payments for A/E and CMAR services and payment applications + other consultant services - Civil engineering, testing services, geotechnical services) during the course of regular monthly Council meetings
- To approve Changes to contracts (ie: A/E services, Construction contract)

3. COMMUNITY / STAKEHOLDERS INVOLVEMENT

- Community Survey Results- "What makes Aurora great?"
- "Open House" presentation/ information sharing
- Collaboration with School District; Properties/Facilities/Programs
- Collaboration with Parks; Properties/Facilities/Programs

- Collaboration with Infrastructure providers – Utility providers, Stormwater...
- Other Group(s)

4. PRIORITIES / GOALS / CONCERNS

- Priorities and Goals
- Develop written document

5. BUDGET

- Overview and explanation of Preliminary Project Budget (turn-key)
- Collaboration and Input – Architect and CMAR
- Discuss any “timing” issues relative to project finances, if applicable
- Contingencies discussion (Design / Bidding phase and Construction phase)

6. SCOPE / PROGRAMMING

- Design Team understanding of the general project scope
- What is a “Program”, purpose of the Program, share example of a “Program” document
- Phasing – Some program spaces may need to be planned to added in a future phase
- Events
 - What range of events are anticipated for this facility? Conventions? Birthday parties?
 - Meeting room(s); public and / or for staff?
 - What programs are anticipated for the classroom space?
 - Other questions?
- Fitness
 - Will you offer classes? If so, what kinds of classes will happen in the fitness area or are studios necessary?
 - Hours of operation 24-hour fitness access? Locker room access?
 - Other questions?
- Admin offices
 - How many people will be working in the office suite? Need for hot desk? Flexible work space?
- What-ifs:
 - Youth recreation programs, after school programs
 - Trail Connection to schools
 - Outdoor event space
 - Community Garden
 - Other ideas?

AURORA - NEW RECREATION/EVENT CENTER

TIMELINE SUMMARY:

- COUNCIL MEETINGS 2nd & 4th TUESDAY
- COUNCIL APPROVALS;
 - SCHEMATIC DESIGN - JANUARY 10, 2022
 - DESIGN DEVELOPMENT - MARCH 28, 2022
 - CONSTRUCTION DOCUMENTS - JUNE 27, 2022
 - CONSTRUCTION MANAGER GMP/CONTRACT AMENDMENT - JULY/AUGUST 2022
- DECISION-MAKING TEAM / A-E TEAM MEETINGS. WEDNESDAY'S EVERY 2-WEEKS, SEE CALENDAR FOR SUGGESTED DATES (○).

NOVEMBER 2022

SUN	MON	TUE	WED	THU	FRI	SAT
		1 SCHEMATIC DESIGN COUNCIL MEETING	2	3	4	5
6	7	8	9	10	11 Veterans Day	12
13	14	15	16	17	18	19
20	21	22 COUNCIL MEETING	23	24 Thanksgiving Day	25	26
27	28	COMMUNITY INPUT	30			

DECEMBER 2022

SUN	MON	TUE	WED	THU	FRI	SAT
				1 40% SCHEMATIC DESIGN	2	3
4	5	6	7	8	9	10
11	12	13 COUNCIL MEETING	14	15	16	17
18	19	20	21	22	23	24
25 Christmas	26	27 COUNCIL MEETING	28	29	30	31

JANUARY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1 New Year's Day	2 New Year's Day Holiday	3 DECISION-MAKER SD REVIEW AND APPROVAL	4	5	6	7
8	9	10 100% SCHEMATIC DESIGN COUNCIL MEETING	11 DESIGN DEVELOPMENT	12	13	14
15	16 M L King Day	17	18	19	20	21
22	23	24 COUNCIL MEETING	25	26	27	28
29	30	31				

FEBRUARY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1 30% DESIGN DEVELOPMENT	2	3	4
5	6	7	8	9	10	11
12	13	14 COUNCIL MEETING	15	16	17	18
19	20 Presidents' Day	21	22	23	24	25
26	27	28 COUNCIL MEETING				

MARCH 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1 80% DESIGN DEVELOPMENT	2	3	4
5	6	7	8	9	10	11
12	13	14 COUNCIL MEETING	15	16	17	18
19	20 DECISION-MAKER DD REVIEW AND APPROVAL	21	22	23	24	25
26	27 100% DESIGN DEV COUNCIL MEETING		29 CONSTRUCTION DOCUMENTS	30	31	

APRIL 2023

SUN	MON	TUE	WED	THU	FRI	SAT
						CONSTRUCTION DOCUMENTS 1
2	3	4	5	6	7 Good Friday	8
9 Easter Sunday	10	11 COUNCIL MEETING	12	13	14	15
16	17	18	19	20	21	22
23	24	25 COUNCIL MEETING	26	27	28	29
30						

MAY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
	40% CONSTRUCTION DOCUMENTS 1	2	3	4	5	6
7	8	9 COUNCIL MEETING	10	11	12	13
14 Mother's Day	15	16	17	18	19	20
21	22	23 COUNCIL MEETING	24	25	26	27
28	29 Memorial Day	30	31			

JUNE 2023

SUN	MON	TUE	WED	THU	FRI	SAT
				80% CONSTRUCTION DOCUMENTS 1	2	3
4	5	6	7	8	9	10
11	12	13 COUNCIL MEETING	14	15	16	17
18 Father's Day	19 DECISION-MAKER 2-WK CD REVIEW AND APPROVAL	20	21	22	23	24
25	26 COUNCIL AUTHORIZE TO BID PROJECT COUNCIL MEETING		28	29	30	
PLANS SUBMITTED FOR JURISDICTIONAL REVIEW/APPROVAL - BIDDING - CMAR GMP REVIEW/APPROVAL - CONSTRUCTION TO COMMENCE						