

**TOWN OF HILDEBRAN
Council's Chamber
Albert Parkhurst
Municipal Complex**

**MARCH 6, 2025
6:00 PM**

**SPECIAL MEETING
MINUTES**

CALL TO ORDER

Mayor Hildebrand called the special meeting of the Town Council to order at 6:00 p.m.

COUNCIL PRESENT

The following members of the Board were present: Mayor Wendell Hildebrand and Council Members Ben Honeycutt, Mike Smith, Mike Stroupe, Terry Weaver and Jody York.

STAFF PRESENT

The following staff members were present: Town Manager Logan Shook, Finance Officer Fredrick Rankins, and Town Attorney Jared Amos.

CITIZENS PRESENT

See attached sheet.

ADOPT AGENDA

Council Member Honeycutt made a motion to adopt the agenda as presented. All voted in favor.

**ORDER OF BUSINESS:
DISCUSSION AND
CONSIDERATION OF
APPROVAL OF CONTRACT
FOR THE AUDITORIUM
RENOVATION PROJECT
WITH DDI
CONSTRUCTION**

Town Manager Shook stated that DDI Construction was the lowest bidder for the auditorium renovation project at \$1,132,742. The next lowest bidder was around \$1,600,000.

He reviewed the base bid and what it included and the alternates as follows:

Base Bid - \$812,500

Includes: all aspects of rear extension, concession stand, ticket booth, sound booth, two ADA restrooms, side wall and rear wall sound panels, ADA lift onto stage, janitors closet, storage room, leveling the floor going into the existing rear seating area of the auditorium, replacing the fascia board around the exterior of the auditorium, repairing and refinishing the existing wood floor, replacing the existing carpet, replacing the carpet of the entranceway to flooring, and all necessary electrical, plumbing, and demolition.

Alternate 1 – \$68,035

Includes: installing a concrete ADA entrance ramp with metal pipe handrails at the front entrance of the auditorium.

Alternate 2 - \$34,750

Includes: closing off large and small windows on the sides of the auditorium with a decorative block or panel.

Discussion: It will look like a faux brick or faux stone. Council can decide what it wants specifically later. This number might could come down with a decorative panel. This includes the outside windows. The windows will remain as is. The inside windows will be covered by sound boards.

Alternate 3 - \$34,257

Includes: installing a 4'x7' backstage equipment lift (no ramp was quoted for the rear addition of the auditorium as it would be significantly more expensive and require closing the breezeway for traffic).

Discussion: Will be used for equipment loading. Concerns of the size. It was consensus to eliminate this alternate.

Alternate 4 - \$165,900

Includes: removal and disposal of all existing auditorium seating and installing 348 new seats with cup holders.

Discussion: DDI Consultants can dispose of the seats that will save \$5,000. Not all Council Members wanted cup holders. \$7,000 could be saved if no cup holders. Having them will allow more capacity for more types of events, but will also require more maintenance and cleaning. It was the consensus to keep the cup holders.

The seats will be standard with no wood on them that will save \$5,000.

Alternate 5 - \$17,300

Includes: painting the ceiling of the auditorium seating area.

Discussion: There is one small weather stain on the ceiling. There was concern with spreading asbestos if painting. There is a paint product that can encapsulate the asbestos. Staff stated that now is the time to paint if we are going to do it since the seats will be completely removed. It was consensus to include this alternate.

Total Contract Price Including all Alternates - \$1,132,742

Town Manager Shook stated that the total price is above the budget and provided the following suggestions for savings.

Suggestions for savings:

Removing the windows at the back of the building - \$3,000 savings

Traditional chairs - \$5,000

Eliminate widening of the existing restroom doors for ADA purposes. There will be two new ADA restrooms added so this addition is not needed - \$5,000

Back stage lift - \$34,257

Staff requested pricing on a larger size, 7'x8', and the price quote was \$90,000-\$100,000.

Miscellaneous:

- Will keep the existing lights and sound system.
- Wiring issues need to be fixed at the electrical panel.
- A different locking system that is time coded instead of issuing keys was requested.
- Dips in stairway needs to be addressed.

With the removal of the above suggestions, the new total cost will be \$1,085,485 without fixing the above issues.

\$223,000 will come out of the fund balance and the rest will be covered by grant funds. Sponsorship of the new chairs is an option to help save money.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion to adjourn at 6:42 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Wendell Hildebrand, Mayor