



## MINUTES OF THE MISSION SPECIAL CITY COUNCIL MEETING

May 31, 2022

The Mission City Council met for a Special City Council meeting on Tuesday, May 31 at 12:30 p.m. The meeting was called to order by Council President Ken Davis as Mayor Flora was absent. The following councilmembers were in attendance: Debbie Kring, Lea Loudon, Kristin Inman, and Mary Ryherd. Councilmembers Trent Boultinghouse and Ben Chociey participated virtually via Zoom. Councilmember Thomas was absent.

Council President Davis explained that in consideration of on-going COVID-19 health concerns, the meeting was also offered virtually through Zoom if preferred. The public was invited to participate in the meeting by using the instructions included in the City Calendar item listed on the front page of the website. For those participating virtually, they had the option of utilizing the "chat" feature to voice their comments which would be read aloud. The members of the public in-person, were encouraged to raise their hand and stay at their seats to be called on. Council President Davis requested that anyone commenting to state their name and city of residence as well as to be conscientious of others talking and to speak clearly and slowly.

Council President Davis added that since this was a special meeting, the Council would only consider the one item presented under the Agenda, which was Chair Replacement for the Powell Community Center. Council President Davis asked Ms. Smith to introduce the agenda item to be considered.

### **Chair Replacement – Powell Community Center**

Ms. Smith thanked the Council for their willingness to call the special meeting on short notice in order to take advantage of sale pricing for the chairs which was good through the end of May. She acknowledged that everyone's time is at a premium, but because of the potential savings to be realized, staff felt it was important to get this item in front of the Governing Body. She then asked Parks and Recreation Director Penn Almoney to present information on the specific request for chair replacement.

Mr. Almoney reported that the tables and chairs at the Powell Community Center (PCC) are used for parties, business meetings, Council and Commission



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meetings along with modified fitness classes and programs. The PCC has 157 folding chairs and 410 banquet chairs and there are currently four (4) types of chairs being used throughout the facility, creating inefficient use of storage areas and requiring different types of moving carts.

Director Almoney shared that nearly 40% of the existing banquet chairs are original to the PCC opening, and the remaining banquet chairs were replaced 10 years ago and have not fared well with repetitive use. All of the banquet chairs were originally budgeted for replacement in 2020 in the amount of \$24,100. Impacts of the COVID-19 pandemic, specifically low facility usage levels, caused staff to postpone replacement until 2022. However, as various user and rental groups are returning to the facility it is time to re-evaluate the need for replacement.

Staff requested bids for replacement of the banquet chairs which would standardize the facility's banquet seating, allowing for large-scale rentals to have the same seating, and assisting staff in a more efficient chair storage and movement process.

In addition to the banquet chair needs, Mr. Almoney reported that about half of the PCC's folding chairs had last been replaced in 2016, and the other half are in various stages of presentability. The folding chairs are often used to supplement seating needs during outdoor events. Staff's goal is to increase the number of matching chairs used at the Powell Community Center to create a more professional and comfortable environment for patrons.

As staff researched chair replacement, they discovered that MityLite, Inc. was offering a discount on their products through the end of May 2022. This would not only allow the PCC's entire existing chair inventory to be replaced but would save the City approximately \$12,700, or approximately 35%, if the purchase could occur prior to May 31. Recognizing this significant savings opportunity, Staff is recommending the purchase of 410 banquet chairs, 120 folding chairs, 2 moving carts and 1 storage cart from MityLite Inc. in an amount not to exceed \$24,012.28.



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This project will be paid for from the 2022 PCC Improvements/Equipment Replacement budget (Parks + Recreation sales tax) as identified in the Parks and Recreation Capital Improvement Plan approved with the 2022 Budget.

Councilmember Kring inquired as to what would happen to the chairs that are in good condition.

Director Almoney replied that there was a need internally to retain those chairs that were in acceptable condition, and that others would be surplus through the City's regular processes.

Councilmember Boultinghouse indicated he was not familiar with those processes and asked for additional clarification if we were planning to sell the chairs to the public or simply "trash" them.

Penn Almoney responded to Councilmember Boultinghouse describing that any chairs which were not available for reuse in other City facilities would be sold through the PurpleWave online auction site, and that none of the chairs in any sort of usable condition would be thrown away.

Councilmember Boultinghouse indicated he would be supporting this recommendation and was happy to be able to address the matter in a timely fashion so as to take advantage of the savings.

Councilmember Chocie asked Director Almoney to address the necessity of replacing the chairs now while the Community Center feasibility study is in progress and the long-term uses for the facility had not yet been identified. He asked Mr. Almoney to please identify the types of revenues that were anticipated to be generated by the updated equipment.

Director Almoney responded that while he couldn't specifically correlate or quantify revenues generated by the chairs, he did indicate that facility rentals are increasing steadily and the fitness classes that use the chairs are at currently at capacity. He understands that the feasibility study is ongoing but in the short- to medium-term, facility rentals and fitness classes are expected



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to be important revenue sources for the Powell Community Center.

Council President Davis thanked staff for pursuing the savings opportunity.

**Moved by Kring, Seconded by Ryherd** to approve the purchase of 410 banquet chairs, 120 folding chairs, 2 moving carts and 1 storage cart from MityLite Inc. in an amount not to exceed \$24,012.28. AYE: Boultinghouse, Davis, Loudon, Inman, Kring, Ryherd and Chociejski. Absent: Thomas, Flora.  
**Motion carried.**

Councilmember Kring inquired if we would look at donating any of the chairs to not-for-profit or volunteer organizations.

City Administrator Laura Smith responded that the City has been on both the donating and receiving end for similar equipment and staff will pursue all options for rehoming the chairs, including donation.

### **ADJOURNMENT**

Council President Davis announced that the public video from today's special meeting will be available through a link on the City's website missionks.org.

**Moved by Kring, seconded by Ryherd** to adjourn the meeting at 12:42 p.m. All present voted AYE. **Motion carried.**

Respectfully submitted by Emily Randel, Interim City Clerk.

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Kenneth Davis, Council President

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Emily J. Randel, Interim City Clerk