

City of Leon Valley 2012 Bond Program Oversight Committee Meeting, July 24, 2014

Chairman Pedro Esquivel called the meeting of the 2012 Bond Program Oversight Committee to order at 5:30 p.m.

In addition to the Chairman, Vice Chairman Yarnell and Committee Members Al Uvietta, Mike Davis Jr., Frank Zavala, Jack Dean and Kathy Hill were present.

A quorum was present.

Councilman Abraham Diaz, City Manager Manuel Longoria Jr., Police Chief Randall Wallace, Public Works Director Melinda Moritz and Fire Chief Valdez were also present.

Approval of Minutes

Chairman Esquivel asked for approval of the minutes from the May 22, 2014 meeting. Vice Chairman Yarnell made a motion for approval and this was seconded by Committee Member Uvietta.

Committee Member Zavala pointed out several instances within the minutes where the wording was incorrect. This included two references to pouring concrete when you actually place concrete, a reference to when the City Manager stated that the technology package was expected to cost and the word expected should be replaced, along with a reference to the CEID fund without any explanation of what CEID stood for. The Chairman asked if these changes were to be made because that was said, because we could not edit the minutes to make the wording correct by replacing words that were used by the speaker. Committee Member Zavala that he had no further corrections.

Chairman Esquivel then pointed out that several times in the minutes it referred to himself as making a motion. Chairman Esquivel stated that in these instances he asked for a motion and the motions were made by other members of the Committee.

Staff was instructed to review the notes from the May 22, 2014 meeting and change the minutes to reflect who made the motion(s).

The minutes were approved with the noted corrections to be made.

Introduction of New Members

Chairman Esquivel introduced the newest member of the Committee, Jack Dean. Chairman Esquivel also advised that Councilmember Carmen Sanchez was appointed as the Council Liaison to the Committee, joining Councilman Diaz.

Financial Report

Chairman Esquivel introduced the City Manager who gave the board members a briefing on the budget for the project. The City Manager gave a handout to the Committee listing the expenditures and revenues for the project.

The City Manager advised this report was based on request for payments received and stated there were a few outstanding bills that have not been finalized yet. Chairman Esquivel asked if there was a schedule for the payments, or were the paid only when the bills were submitted.

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The City Manager stated that the only time payment is made was for when the actual bills were submitted. The City Manager explained that the process for the invoice starts with Bartlett Cocke creating the invoice, and then this is submitted to Stephen Lara with OCO-LPA who reviews the invoice to insure that the work being billed for has been completed. Once Stephen Lara approves the invoice, it is then forwarded to the City of Leon Valley for payment.

Vice Chairman Yarnell asked if there have been any issues with the project. The City Manager advised that there had not been, and he pointed out that Bartlett Cocke and OCO-LPA have worked well together on this project.

The City Manager then stated that there was an issue with the waterproofing of the windows in the Fire Department and that the window for the Fire Chief's office leaked. Committee Member Zavala asked if they were going to have to tear down the wall and the City Manager advised no, but they would replace the window. The Fire Chief then stated it was a flashing problem.

The City Manager advised the Committee that when he visits our construction site, it reminds him of the visits the Citizen's Committee made to other facilities.

Vice Chairman Yarnell stated that the process used to select the architect and contractors worked. The City Manager replied that a good contractor makes a good project and that Alamo Heights was very pleased with Joeris, who was Leon Valley's second choice. Vice Chairman Yarnell stated that he remembers that the difference between the two was close and the City Manager advised the difference was in the profit margin.

The City Manager advised that while having a good contractor is helping with the project, the real results will be seen in 5 – 10 years when we do not have any issues.

The Chairman asked if they were still anticipating meeting their target dates. The City Manager explained that with the rain delays the project was behind schedule. Materials have been delivered early, allowing the contractor to make up some of the days lost due to rain and the Project Manager, Manny Valdez, feels that he is back on schedule for the middle of December. The Project Manager Valdez also advised that there was a small chance the project could be completed by the 1st week of December.

Committee Member Zavala advised that the contractor owes the man who keeps the area clear and watches out who comes on the job site. Committee Member Zavala stated that the area was free of any trip hazards and that impressed him.

Committee Member Hill asked if there had been any issues involving the neighbors. The City Manager advised there had been no complaints. Committee Member Dean stated that all the neighbors he has talked with seemed pleased with the project.

Discussion of Possible Tour of the Facilities Construction

The City Manager asked the Committee if they were available to tour the Fire Department on August 28, 2014, as part of the Committee's regular meeting.

Chairman Esquivel asked how the City Manager wanted to handle any questions and it was decided and the Chairman stated that the questions should go to the Project Manager not to regular

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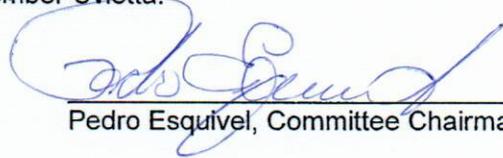
employees.

The City Manager stated that the jobsite usually closes at 5:00 p.m. but that Supervisors from Bartlett Cocke were going to stay later that day to accommodate the group.

The Chairman asked if questions could be submitted prior to the date of the tour and it was agreed that all questions would be due by the 21st of August so that Bartlett Cocke could have time to review.

Adjourn

Hearing no further business a motion was made by Committee Member Zavala to adjourn at 5:55 p.m. and this was seconded by Committee Member Uvietta.

A handwritten signature in blue ink, appearing to read "Pedro Esquivel", is written over a horizontal line.

Pedro Esquivel, Committee Chairman