

## **City of Leon Valley 2012 Bond Program Oversight Committee Meeting September 25, 2014**

Chairman Esquivel called the 2012 Bond Program Oversight Committee meeting to order at 6:00 pm. Vice Chairman Yarnell and Committee Members Uvietta, Zavala, Davis, Dean, and Hill were present. Councilperson Sanchez was also present along with the City Manager Manuel Longoria Jr., Fire Chief Luis Valdez and Police Chief Randall Wallace.

A quorum was present.

### **Approval of Minutes**

Chairman Esquivel asked for the minutes to be reviewed and approved. Committee Member Zavala stated that the Project Manager Manny Valdez was identified as the Contractor, when he is not. The minutes were changed to reflect this.

A motion was made by Committee Member Zavala and seconded by Committee Member Uvietta to approve the minutes. This passed unanimously.

### **Follow-Up Report on Issues Identified during Walking Tour of the Fire Station**

Chairman Esquivel recognized the City Manager who advised the main issue that came from the walking tour was the color of the doors. The City Manager stated the color of the doors were spec'd as white by the Architect but showed the Committee Members the color palette and pointed out the color the doors were supposed to be. When the white doors were pointed out to the employee of Bartlett Cooke who is managing our project, Manny Valdez, the City was assured the doors would be painted the proper color.

Committee Member Zavala stated the doors come white, but that is a primer. The City Manager advised the doors should have been delivered already painted the color that was approved, and because they were not, the doors will have to be painted while in place.

Chairman Esquivel asked if there were any other issues and Committee Member Zavala relayed a conversation he had with Manny Valdez on why there were expansion joints on both sides of the door. It was explained that this was what was on the drawing, and the Committee Member thought this was "overkill".

The Chairman asked if the project was still on schedule to which the City Manager replied it was. The City Manager stated the air conditioners were scheduled for delivery in November and that Manny Valdez was still projected a December 18 turnover date.

With no further questions or comments, the Chairman moved to the next item on the agenda.

### **Financial Report**

The Chairman again recognized the City Manager. The City Manager gave the Committee Members a copy of the "Municipal Facility Capital Project Expense Report as of September 19, 2014". The City Manager stated there was not much change on the line items listed except for the one titled "construction". This line item was at 32.81% of % of the budget. The City Manager further stated the Fire Station was approximately 70% completed. The City Manager told the Committee his biggest worry was when the contractor moves into City Hall with the renovation and remodeling.

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The City Manager stated that he was considering bringing in a consultant to be our eyes in the City Hall project but he was waiting to determine the cost and identification of a budget for the work. The Manager stated there was an issues found in the Fire Station and the consultant can help look for those types of issues and correct them before it becomes a problem.

The Chairman stated that we need to rely on the managers to insure that the building is appropriately designed and that the work flow and traffic patterns were properly addressed in this design. The City Manager stated that this was done during the design phase, and that staff was involved in the process.

Committee Member Zavala stated that during the last meeting, the City Manager stated that the project was at 24.6% of the overall municipal facilities construction budget and asked what percentage is the Fire Station completed. After a discussion on what exactly the Committee Member was asking, the City Manager stated the Fire Station phase of the project was approximately 70% complete.

Committee Member Davis asked what was going to happen to the Police Department during the next phase of construction. The City Manager stated that the construction will occur at the existing and vacated Fire Station area and was not going to impact the day to day operations. Employees will stay in place at City Hall until the new Police Station is complete. At that point, the final phase of the project will commence and the City Hall employees will move out completely. Committee Member Hill asked where City Hall was going to move and the City Manager advised that Administration was going to move into the Kinman House and the other operations would move into leased space.

Committee Member Davis asked how the current Fire Department bays were going to be prepared for use by the PD. The City Manager stated he would get this answer for the next meeting.

Vice Chairman Yarnell stated that by having the Fire Department visit the site on a daily basis there were issues found and asked if this was going to carry through with the remainder of the project. The City Manager stated that during the renovation of the existing Fire Department staff would still be present to make these inspections. When City Hall moves, the City Manager stated he may employ an outside consultant such as Project Controls, to perform these inspections. The Chairman asked if the City Manager could research this possibility and report this out at the next meeting.

**Adjourn**

Hearing no further business, a motion was made by Committee Member Uvietta and seconded by Committee Member Hill to adjourn the meeting. The meeting was adjourned at 6:33 pm.

  
Pedro Esquivel, Committee Chairman