

## **City of Leon Valley 2012 Bond Program Oversight Committee Meeting, March 28, 2013**

Chairperson Abraham Diaz called the 2012 Bond Program Oversight Committee Meeting to order at 5:30 pm. Chairperson Diaz and Committee members Al Uvietta, Mike Davis Jr., Pedro Esquivel, and Olen Yarnell were present. Bob Thome and Christopher Gover were absent.

Mayor Pro-Tem Kathy Hill, Councilman Jack Dean, City Manager Manuel Longoria Jr., Police Chief Wallace, Special Projects Manager Smith and Interim Fire Chief Valdez were also present along with Leon Valley City Staff member Rhonda Hewitt.

A quorum was present.

### **Approval of Minutes**

Chairman Diaz asked for approval of the minutes from the February 28, 2013 meeting. Committee Member Esquivel made a motion to approve the minutes and this was seconded by Member Uvietta. This motion passed unanimously.

### **Report on Property Acquisition for Fire Station**

Chairman Diaz introduced the City Manager, Manuel Longoria Jr. who gave a presentation on the status of using the County property for our project.

Mr. Longoria Jr. briefed the committee on a meeting the Mayor had with Bexar County representatives and gave the committee a handout with the "talking points" used by the Mayor. The City Manager stated that the meeting was not productive and led a discussion about the next steps which the City was going to utilize.

The Committee also had a discussion on the list of potential places for the relocation of the Fire Station along with some contingency plans that have come out in preliminary discussions with OCO.

### **Update on the Construction Manager at Risk Request for Qualifications Solicitation Process**

City Manager Manuel Longoria Jr. briefed the Committee on the two step process he is implementing to hire the Construction Manager at Risk.

After the solicitations of the proposals, the first step involves narrowing the field to no more than five firms. The firms will be narrowed based purely on qualifications.

The second step will be for these firms to submit a cost/price proposal which will be evaluated and the interview process will take place.

The City Manager relayed that 11 firms submitted RFQ's. An evaluation on the criteria used to rank these firms was explained to the Committee and the Committee was told that the next phase was performing reference checks on the selections. A shortlist of five will be established by April 5, 2013 and cost proposals will be solicited from these firms. The interviews of these five firms will be held April 26, 2013 with the expectations of a recommendation being made to City Council on May 21, 2013.

**City of Leon Valley 2012 Bond Program Oversight Committee Meeting, March 28, 2013**

**Presentation and Discussion regarding Conflict of Interest and Ethics Process and Procedures**

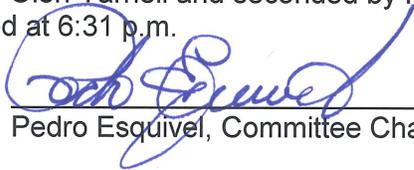
At the request of Committee members, the City Manager had the City Attorney develop a presentation on Conflict of Interest and Ethic's Policy. The presentation was delivered by the City Manager.

The City Manager reviewed Chapter 711 of the Texas Local Government Code which covered the definitions of a local public official, a substantial interest in a business, substantial interest and ethical obligation. It was found that since the Committee was advisory in nature, Chapter 7111 did not apply to the members.

The City Manager then advised the Committee members that the Ordinance which created the Committee also had the ethics clauses that the members are bound by. The City Manager talked about conflict of interest and outside employment as they relate to the construction of the new facilities and the companies the City of Leon Valley will employ.

**Adjourn**

Hearing no further business a motion was made by Olen Yarnell and seconded by Pedro Esquivel to adjourn the meeting. The meeting was adjourned at 6:31 p.m.

  
\_\_\_\_\_  
Pedro Esquivel, Committee Chairman