

City of San Antonio



Meeting Minutes City Bond Oversight Commission Central Library SA Launch Room

Tuesday, October 30, 2018

5:30 PM

Central Library, 600 Soledad

City Bond Oversight Commission Members

A majority of appointive members, other than ex officio, shall constitute a quorum.

Ruben Guerrero, Chair

Anita Ledbetter, Vice-Chair

Allison Cohen, Parks

Paul Stahl, Library

Steve Graham, Bexar Regional Watershed Management

Allison Blazosky, District 1

Roxanne Rodriguez, District 6

Mary Anguiano, District 2

Elena Guajardo, District 7

Marilu Reyna, District 3

Linda Lopez-George, District 8

Gyna Juarez, District 4

Art Downey, District 9

Rudy Lopez, District 5

Dan Judson District 10

5:30 P.M. - Call to Order, Central Library Launch SA

Commission Chair Ruben Guerrero called the meeting to order:

- Attendance of Commission Members: All 15 members attended
- Head count of general attendance: 25
- Councilman Clayton Perry (District 10), City Engineer/Director Mike Frisbie, Assistant Director Razi Hosseini were present.

I. Opening Comments and Meeting Procedures by Committee Chair

Meeting was called to order, attendance was taken to determine a quorum and opening comments were made by Chair Ruben Guerrero. Dan Judson (District 10) introduced City Councilman Clayton Perry who was in attendance. City Councilman Perry introduced himself to the Commission members and expressed his interest in learning more about what the City Bond Oversight Commission does as well as obtain a status of 2017 Bond Program. City Councilman Perry stated the importance of the Commission's role in communicating what they've learned from City Bond Oversight Commission meetings with their respective community district meetings.

City Engineer Mike Frisbie introduced Assistant to the Director Jessica M. Shirley-Saenz who briefed the Commission members on their binders and the binder's enclosed documents. Art Downey (District 9) asked if members could keep their binders. Mrs. Shirley-Saenz responded that members can take their

binders home at their discretion but also noted all meeting documents distributed will be uploaded and accessible on City's 2017 Bond website. At the request of Committee Chair Ruben Guerrero, Mrs. Shirley-Saenz went on to explain the proposed 2019 annual meeting calendar document. The proposed meeting dates included January 29, April 30, August 27 and September 25.

A motion by Committee Chair Ruben Guerrero was made to approve proposed 2019 calendar. Commission members deliberated and an amending motion was made by Art Downey (District 9) to allow for flexibility of a changing schedule. Motion was seconded and unanimously voted in favor of the proposed 2019 meeting calendar and schedule flexibility.

A motion by Art Downey (District 9) was made to approve June 4, 2018 meeting minutes. Motion was seconded by Allison Blazosky (District 1) and unanimously voted in favor. Prior to the vote, Rudy Lopez (District 5) did note his last name as reflected on meeting minutes was incorrect and needed to be corrected.

II. 2017 Bond Program Current Status

City Engineer and Director of Transportation and Capital Improvements (TCI) Mike Frisbie presented on the status of 2017 Bond Program Projects which included projects completed, under construction and in design. Mr. Frisbie made note of the year's increase in rain as having a potential impact especially on drainage projects and the identification of a fatal flaw of the 2017 Bond Sports Facility project. Additionally, Mr. Frisbie, explained the resulting reallocation process and announced TCI's electronic bidding pilot which started in August 2018. Mr. Frisbie concluded his presentation with highlighting another innovative TCI initiative regarding the review, modification where necessary and documentation of TCI communication strategies.

Upon completion of Mr. Frisbie's presentation the floor was opened up to the Committee members for discussion and questions.

Art Downey (District 9) asked how Commission members will find out about a "fatal flaw" and/or issues associated with a project. Mr. Frisbie, responded that identifying a "fatal flaw" within a project is a rare however going forward staff will be sure to present any significant issues such a "fatal flaw" to Commission members in forth-coming meetings.

Gyna Juarez (District 4) asked how long does a drainage project take. Mr. Frisbie responded that depending on the scope of the drainage project, a project could take 8 to 12 months and some even 18 months depending on the complexity of the drainage project.

Ruben Guerrero (Chair) asked if the Commission could get an update on TCI's new communication approach and on the different levels of communication. Mr. Frisbie responded he will arrange for the new TCI Chief Communications Officer Paul Berry to present on TCI's communication approach at the next Commission meeting.

Allison Blazosky (District 1) asked if the downtown project Commerce Street (St. Mary's to Santa Rosa) was a continuation of 2012 Bond Program. Mr. Frisbie responded yes.

Allison Cohen (Parks), asked about closures on Hardberger Park specifically when staff anticipates to close and how many lanes. Mr. Frisbie responded project team is working on details of traffic management plan in coordination with TxDOT so official date of closures is yet to be determined but staff anticipates closures shortly after November 2018. Staff is initially anticipating a one to two lane

closure as necessary. Closures will be communicated with Commission members.

Anita Ledbetter (Vice-Chair) asked when TCI is anticipating to officially transition to electronic bidding. Mr. Frisbie, clarified that TCI is beginning with pilot to work through any issues but anticipates over the next year through coordination with Finance department the transition will occur.

III. 2017 Bond Dashboard

Mr. Frisbie introduced Assistant to the Director Jessica M. Shirley-Saenz to present on City's 2017 Bond Dashboard. As part of the presentation, Mrs. Shirley-Saenz began the presentation by acknowledging TCI staff members who assisted with the launch of the dashboard which included: Sam Hutchins, Shannon Panheco-Caldera and Flor Salas. Mrs. Shirley-Saenz provided a brief live demonstration of the dashboard which included how to access and navigate through the website. She also highlighted some of the newest features such as the event manager that reflects public meetings calendar, project quad sheets, project updates sign-up, electronic surveys and the Commission portal where all of meeting documents could be retrieved.

Upon completion of Mrs. Shirley-Saenz's presentation the floor was opened up to the Committee members for discussion and questions.

Steve Graham (BRWM Member) asked if dashboard tracks changes. Mrs. Shirley-Saenz responded, presently the dashboard not reflect changes at this time; that is, does not show what the value was previously. However, she noted this feature would be evaluated and could potentially be part of a future phase of features that could improve the dashboard.

Elena Guajardo (District 7) suggested and supported TCI's use of online app NextDoor, continuation of bilingual oral and written communication efforts and posting through social media.

Art Downey (District 9) asked if TCI has reached out to public libraries to short-cut access to 2017 Bond Dashboard for those residents who do not have access to internet. Mrs. Shirley-Saenz responded, TCI will follow up with Library.

Elena Guajardo (District 7) asked if the calendar can be filter by district. Mrs. Shirley-Saenz responded that she will follow up with TCI Communications & Engagement and as needed with Information Technology Systems Department on feasibility.

Ruben Guerrero (Chair) asked if all of the project quad sheets have existing funding sources. Mrs. Shirley-Saenz responded yes, all of the project quad sheets reflect funding sources.

IV. Commission Discussion

Gyna Juarez (District 4) suggested Commission members to be divided up into individual sub-committees for each of propositions. Ruben Guerrero (Chair), responded that he would like to include as part of next Commission meeting to allow more time for discussion.

Steve Graham (BRWM Member) suggested what would help members is to track projects within their respective districts and TCI to keep members informed of issues on projects.

Marilu Reyna (District 3) recommended TCI utilizing Commission members expertise and to leverage

their assistance with communicating out to district residents.

Allison Blazosky (District 1) suggested that the dashboard reflect most current project timelines and project scopes. Focus should be engagement and soliciting of public input on the projects. Ms. Blazosky also suggested what would be helpful to the members is a list of projects per their respective districts.

Ruben Guerrero (Chair) asked Commission members what items they would like to see for the next meeting.

The topics the Commission members collectively suggested are as follows:

- Briefing on TCI's Communication Plan to include how outreach is completed prior and during construction, how communication is addressed for those residents with no internet access or limited commuting abilities and how community input retrieved is incorporated into project (what criteria is used by Project Manager to determine what is in and out of scope).
- Discuss possibility of sub-committees
- Discuss timeframe for project tours
- Retrieve an update on Bond Program to include status of projects and any projects with issues.

Mr. Guerrero and Mr. Frisbie, encouraged members to continue to submit presentation topics or questions they'd like to discuss or hear more about to be incorporated as future agenda items to Commission Chair Ruben Guerrero or Commission Liaison Jessica M. Shirley-Saenz.

V. Next Steps for City Bond Oversight Commission Process

Chair Ruben Guerrero noted the next City Bond Oversight Commission Meeting would be held in January 2019.

There being no further business, the meeting was adjourned at 7:35 p.m.