



City of San Marcos

Meeting Minutes City Council

Tuesday, April 7, 2020

3:00 PM

Virtual Meeting

Meeting Held Using Conferencing software due to the COVID-19 rules.

I. Call To Order

With a quorum present, the work session meeting of the San Marcos City Council was called to order by Mayor Hughson at 3:07 p.m. Tuesday, April 7, 2020. This meeting was held virtually.

II. Roll Call

Council Member Marquez arrived after roll call at 5:15 p.m.

Present: 6 - Council Member Melissa Derrick, Mayor Jane Hughson, Mayor Pro Tem Ed Mihalkanin, Deputy Mayor Pro Tem Mark Rockeymoore, Council Member Maxfield Baker and Council Member Saul Gonzales

Absent: 1 - Council Member Joca Marquez

PRESENTATIONS

1. Receive a project update and hold discussion on the pre-development services relating to the new Public Services Center, and provide direction to the City Manager.

Bert Lumbreras, City Manager stated that two presentations will be held this evening:

- An update on the Public Services Center project, and
- A follow-up briefing on motor-assisted scooters.

Both of these presentations were scheduled for the March 17 work session and postponed when that meeting agenda was changed to provide a COVID-19 update.

The Council received a presentation regarding the proposed Public Service Center last November. During that briefing, staff provided some of the details of the facility including location, conceptual layout, cost projections, financial capacity, and procurement process.

Design has continued over the past few months, and the presentation is an

update prior to the Guaranteed Maximum Purchase Price and contract coming to Council in June. This briefing includes:

- listing the departments that will occupy the Public Service Center and rationale for any changes;
- highlighting some of the environmental features that will make the facility more sustainable; and
- outlining next steps including upcoming waiver/exception requests and contract consideration.

The presentation also went over some of the points provided in the memo sent to you last Friday which outlined the financial considerations for this project and summarized staff's recommendation to proceed.

There are many reasons to continue this project including the condition of the existing facilities, the fact this project has been in the works since 2007, and the amount of resources the City has already committed to get to this place.

We also think we may be able to benefit from lower borrowing costs and possibly lower construction costs in the current environment.

The facility will be paid for from Enterprise Funds and the General Fund, but it is structured in a way that allows the General Fund time to recover from the current economic conditions. This funding strategy has also been reviewed by the City's financial advisor.

Mr. Lumbreras turned the presentation over to Tom Taggart, Director of Public Services.

Mr. Taggart advised the Council that there have been some changes to the plan. After further review of operational needs for Parks Maintenance staff, it makes more sense to keep them centrally located near the 40 acres (current location of Parks Maintenance equipment –near the Animal Shelter).

- Water quality moving out of their current facility frees ~ 3,850 sqft of office and work space adjacent to the 40 acres that fits the needs of the Parks and Rec. Maintenance staff (converted former animal shelter bldg.).

Advantages

- Near perfect functional fit for both office and workspace
- Improved efficiency for P&R staff travel time utilization
- Provides additional day one expansion space at Public Service Center
- Preserves building footprint expansion for anticipated 15 year growth
- Avoids ~\$1M+ increase in project costs

- **Consolidates Parks & Rec staff, equipment, storage yards adjacent to 40 acres**

There was no opposition to this change by the Council.

Staff to be located at the new facility are: Public Services – 217, General Services – 22 for a total of 239.

Facility Capacity/Life/Growth profile

- **The facility will be designed to house the 2021 staffing level space requirement with associated parking, vehicle needs, and equipment**
- **The facility site plan includes additional area for staff expansion and building expansion room with additional square footage to serve a City population of 110,000 (15 years)**
- **Future additional facilities could be at satellite locations or this location with reallocation of existing parking, storage or other areas.**

Mr. Taggart provided an update on the proposed facility and next steps, including:

Latest Department Occupancy/Functional Benefits

Updated Site and Building Designs

Earl Swisher and Rodney Moss, of the Hunt Companies, Inc. provided a video of the 3D model flyover with an internal flythrough of the administration building along with images of the interior.

Proposed Sustainability Measures

HVAC with economizer and outside air demand control ventilation, Low flow plumbing fixtures, Four 30,000 gallon rainwater capture cisterns, Additional daylighting in the Utility Building and Warehouse, 500 KW rooftop solar panels on utility building (not included in current pricing) and solar panel design.

Environmental Savings Summary

Estimated Annual Environmental Savings Results:

580 Tons of Carbon Dioxide, 110 Cars Removed from Road, 59,920 Gallons of Gasoline, 13,520 Trees Planted, 50 Homes Powered, 11,790 Light Bulbs Powered

Upcoming Waiver Requests

Block length waiver to allow for security purposes, no roadway bisecting the property between Clovis Barker and FM110, Partial landscaping/tree requirement waiver, Parking count and parking island waiver, Perimeter fence

in front of utility building, Permit and Development Fees

Latest Project Cost Estimates

Total \$44M which includes construction Cost* \$34.5M, Design Cost \$2.5M, Furniture Fixtures & Equipment Cost \$2.0M, Fees/Soft Cost \$3.6M, Financing Cost \$1.4M. This does not include concrete for laydown yard alternate (\$400K) and solar panels alternate (\$750K)

Melissa Neel, Assistant Director of Finance, provided the presentation on financial capacity analysis, funding considerations and the procurement process. This included the shared costs between the General Fund, Electric Fund, Water/Wastewater Fund, and the Drainage Fund.

Paul Acevedo, with Jacobs Company, provided information on the procurement process and the project development timeline.

The council agreed to include concrete for the laydown yard alternate(\$400K) and solar panels alternate (750K)

- **City decided to procure project via Design-Build-Finance Method**
- **Project to be implemented in Two Phases to maximize flexibility**
 - **Phase 1: Validation of Scope, Schedule, Budget**
 - **Phase 2: Implementation of Final Design and Construction**
- **Currently working through Phase 1 with end goal of Guaranteed Maximum Purchase Price (GMPP) agreement**
- **GMPP proposal negotiations based on 100% Design Development documents due early April**
- **Final estimate due/ GMPP proposal negotiations to begin early May**
- **Contract award recommendation and final GMPP Proposal to be presented at a June Council Agenda**
- **Financial Close and Phase 2 to begin after Council approval**

Staff recommends continuation of project as planned and will ask council to consider the exception requests and the guaranteed maximum price proposal agreement at a future meeting.

Rodney Moss Senior Vice President with Hunt responded the additional amount that will incur between now and June.

Council consensus is to include exemptions that were requested, solar panels and use concrete instead of gravel.

2. **Receive a Staff presentation and hold discussion regarding motor-assisted scooters, and provide direction to the City Manager.**

Bert Lumbreras, provided a brief introduction regarding motor-assisted scooters and regulations regarding their use in the City.

This is a follow-up to the January 7 discussion during the second reading of the Ordinance prohibiting the use of motor-assisted scooters on public property. The second reading was tabled that evening for further discussion.

Additional public safety statistics from San Antonio and Austin have been provided previously as well as a policy overview from the National League of Cities. This information shows that cities have approached the issue in many different ways.

However, the underlying reason for staff's recommendation to prohibit all scooters remains the same. The current state of our infrastructure, including the availability of sidewalks and bicycle lanes, is not adequate for individuals to safely use the devices.

This public safety concern also precludes differentiating how public scooters are handled compared to those privately owned.

With this item, staff is seeking direction on how Council would like to proceed. Mr. Lumbreras turned the presentation over to Lee Hitchcock, Director of General Services.

Mr. Hitchcock provided a brief history, best practices, public safety concerns, infrastructure limits, and capacity limitations.

Staff recommends the prohibition all motor-assisted scooters.

The Council consensus is to prohibit "for profit" scooters but allow personal use. Staff will make changes accordingly to the ordinance and place on a future agenda.

EXECUTIVE SESSION

- 3. Executive Session in accordance with the following Government Code Section(s):**
 - A. Section §551.074 - Personnel Matters: to discuss the Appointee Review Process**
 - B. Section §551.071 - Consultation with Attorney: to seek legal advice concerning a request for consideration by council of an anti-discrimination ordinance**

A motion was made by Mayor Pro Tem Mihalkanin, seconded by Deputy Mayor Pro Tem Rockeymoore to enter into Executive Session at 4:50 p.m. The

motion carried by the following vote:

For: 6 - Council Member Derrick, Mayor Hughson, Mayor Pro Tem Mihalkanin, Deputy Mayor Pro Tem Rockeymoore, Council Member Baker and Council Member Gonzales

Against: 0

Absent: 1 - Council Member Marquez

III. Adjournment.

Mayor Hughson stated Executive Session concluded at 6:17 p.m.

A motion was made by Deputy Mayor Pro Tem Rockeymoore, seconded by Mayor Pro Tem Mihalkanin, to adjourn the work session meeting of the City Council at 6:17 p.m., April 7, 2020. The motion carried by the following vote:

For: 7 - Council Member Derrick, Mayor Hughson, Mayor Pro Tem Mihalkanin, Council Member Marquez, Deputy Mayor Pro Tem Rockeymoore, Council Member Baker and Council Member Gonzales

Against: 0

Tammy K. Cook, Interim City Clerk

Jane Hughson, Mayor