

**MINUTES
AD HOC COMMITTEE FOR
PROPOSED CITY HALL MEETING
POLICE DEPARTMENT TRAINING ROOM
124 OLD SAN ANTONIO ROAD
BOERNE, TEXAS
JUNE 8, 2016**

Minutes from the Ad Hoc Committee for the Proposed City Hall meeting, June 8, 2016,
6:00 p.m.

Committee Members Present: Christina Bergmann, Chair, David Spencer – District 1, Barbara Racinowski – District 2, Kerry Phillip – District 3, Ben Adam – District 4 and Cathy Spain – District 5.

Staff Members Present: Linda Zartler – Assistant City Manager, Paul Barwick – Special Projects Director, Mike Raute – IT Director, Patti Behrendt – Executive Assistant, Officer Ruben Trevino and Consultants Randall and Preston Scott.

Guests Present: Bob Manning, Rob Ziegler, Becky Welch and Nicole Allwein.

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m., with Christina Bergmann presiding as chair.

2. INTRODUCTIONS AND REMARKS FROM CHAIR

Ms. Bergmann began the meeting by explaining that the conversation regarding a new city hall building began in the early 1990's. Over the years, renovations were made to the interior of the existing building, as well as the addition of portables for additional space. City Council has assessed the needs and has reviewed the conceptual design. She also stated that the City Council voiced their concerns regarding the conceptual design.

3. GOALS/OBJECTIVES OF COMMITTEE

Ms. Bergmann read the committee responsibilities and encouraged the committee and public to tour the existing city hall facilities.

4. BACKGROUND HISTORY/SUMMARY OF CURRENT CITY HALL

Assistant City Manager Linda Zartler presented background on the existing city hall building and campus, the construction of the current city hall building, the fact that the building has received historic designation by the State and the construction imitations due to such.

a) Prior Needs Assessments

Ms. Zartler discussed previous needs assessments that had been conducted between 1993 and 2015. She also provided the committee with a history of renovations and portable buildings added through the years.

5. RANDALL SCOTT ARCHITECTS PROCESS

a) Personnel Head Count

b) Square Footage Decisions

Ms. Zartler introduced Randall and Preston Scott. She explained that City Council authorized hiring Randall Scott Architects, Inc. (RSA) in August 2015 and that the needs assessment process started in November 2015. Ms. Zartler explained the process of the firm selection.

Ms. Zartler noted that RSA looked at move-in needs for 2016, with needs projections for 2025 and 2035. Ms. Zartler noted that construction is expensive and building only for immediate needs is not economically prudent. It is not desired to have a building on Main Street with portable additions later on.

Ms. Zartler presented information regarding RSA Square Footage Renditions. The first submission was on December 9, 2015. She stated that senior management reviewed the information department by department and adjusted figures downward. She stated that future implementation of technology would take place in order to reduce future staffing needs. She also explained that RSA was charged with creating a conceptual design only and that an architect firm has not been hired to design a building. The conceptual design was presented to City Council on April 12th.

Ms. Zartler commented that on April 26, 2016, City Council directed staff to negotiate an agreement for architect and engineering services. On May 10, 2016, City Council tabled the authorization to enter into an agreement so that an Ad Hoc Committee could be created.

A discussion ensued with the Committee regarding space needs in regards to office space and public circulation and meeting space, as well as current and future staffing figures. Parking, ADA compliance, historic and zoning regulations were all discussed, as well as the difficulty with staff currently having to transport materials to other locations for meetings.

Additionally, there were comments from the Committee regarding public participation and input through the process.

Mr. Randall Scott then reviewed the conceptual floor plans with the committee, outlining the proposed features for each floor, including shell space for future offices and areas for future growth. It was discussed that the addition of the Convention and Visitors Bureau to the new building was entertained, but was determined to not be feasible. Therefore, only

departments that currently exist at the city hall campus are planned to move into the new building.

Mr. Scott continued by showing the group the conceptual exterior elevation drawings. Mr. Scott explained to the Committee that several of the exterior features mimicked those found throughout Boerne. Outdoor area features were also discussed.

Ms. Zartler informed the Committee that an archeological assessment would be taking place at the proposed building site on Thursday, June 9th. She stated that there have been some items of archeological interest found on the site and that the information was being communicated to the public through the City's website and social media methods.

6. COMMENTS/QUESTIONS AND ANSWERS

Ms. Bergmann asked if there were any questions or comments from audience.

Mr. Rob Ziegler stated that he was on City Council during the master plan and RUDAT processes, as well as on the city hall construction committee at that time. He continued by explaining what he recalled being discussed during that time regarding parking garages, projected expenditures and the possibility of the construction of the fine arts center.

Mr. Bob Manning spoke stating that he was on City Council when Mr. Ziegler was. He also explained what he recalled from the process during the time he was on City Council, also referencing a parking garage and a new city hall. He posed questions regarding the design and the energy efficiency of the proposed building, including LEED certification.

Ms. Nicole Allwein followed by asking questions regarding the space needs assessments and comparison of the proposed building to the Kendall County Courthouse in size and valuation. She also inquired about future shell space finish-out costs. Ms. Allwein also voiced concerns regarding children that walk from current schools to the library.

Mr. Paul Barwick informed the group that an additional exit and entry point would be constructed on the north side of property and that sidewalks would extend along both sides of Johns Road.

Ms. Becky Welch asked if something could be built to encourage people to use the north entrance.

Ms. Bergmann reminded the committee that the next meeting would be held at 6:00 p.m., Wednesday, June 15th at the Police Department Training Room. Committee members may email Ms. Bergmann or Ms. Zartler if they have any questions.

7. ADJOURNMENT

The meeting was adjourned at 8:33 p.m.

APPROVED:

s/s Christina Bergmann
Committee Chair

ATTEST:

s/s Patti Behrendt
Recording Secretary