

**AGENDA**  
**AD HOC COMMITTEE FOR**  
**PROPOSED CITY HALL**  
**POLICE TRAINING ROOM**  
**124 OLD SAN ANTONIO ROAD**  
**BOERNE, TX 78006**  
**June 23, 2016 – 6:00 PM**

1. Call to Order
2. Approval of Minutes from June 15, 2016 meeting
3. Recommendations to the City Council from the Ad Hoc Committee for the Proposed City Hall Project per the Committee's Responsibilities
4. Adjournment

s/s Linda Zartler  
Assistant City Manager

**CERTIFICATION**

I hereby certify that the above notice of meeting was posted by the 20th day of June 2016 at 5:00 p.m.

s/s Patti Behrendt  
Recording Secretary

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS**

The City of Boerne Police/Municipal Court Complex and Police Training Room are wheelchair accessible. Access to the building and special parking is located at the east (front) entrance to the building. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling Patti Behrendt at 830/249-9511.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY LICENSE HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY LICENSE HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

**MINUTES  
AD HOC COMMITTEE FOR  
PROPOSED CITY HALL MEETING  
POLICE DEPARTMENT TRAINING ROOM  
124 OLD SAN ANTONIO ROAD  
BOERNE, TEXAS  
JUNE 15, 2016**

Minutes from the Ad Hoc Committee for the Proposed City Hall meeting, June 15, 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 Cheyenne Weber and Sgt. Pedro Moncada and Consultant Randall Scott.

**Guests Present:** Rob Ziegler, Nicole Allwein, J. Konrad Wert and Becky Welch.

**1. CALL TO ORDER**

Ms. Bergmann called the meeting to order at 6:04 p.m. She began by reminding those in attendance that the questions and answer portion of the meeting would be at end and she reminded the committee of their responsibility.

Ms. Bergmann also stated that the committee would reconvene on Thursday, June 23<sup>rd</sup>, if necessary.

**1. APPROVAL OF MINUTES FROM JUNE 8, 2016 MEETING**

The minutes of the June 8, 2016 meeting were presented.

**MR. SPENCER MADE A MOTION TO APPROVE THE MINUTES OF THE JUNE 8, 2016 MEETING AS WRITTEN. MR. ADAM SECONDED THE MOTION. MOTION PASSED 6-0.**

**2. DISCUSSION – NEEDS ASSESSMENT**

**a. Public space; staff space; conference/training space**

Mr. Randall Scott presented to the committee site and floor plans indicating the indoor and outdoor public access spaces.

**b. Personnel discussion**

Ms. Zartler presented a breakdown of personnel floor by floor and explained that it was the same information that had been presented at the last meeting. Ms. Zartler also spoke of the current budget process and number of proposed positions for the next fiscal year. She also provided information related to administrative staff as requested by Mr. Spencer.

### **3. DISCUSSION OF MASTER PLANS AND STUDIES RELATED TO CIVIC CAMPUS AREA**

Ms. Zartler referenced previous studies and plans in relation to the Civic Campus area. Those items included excerpts from the Master Plan, RUDAT, Central Business District Master Plan and site and parking plans drawn by OCO Architects and City staff.

A discussion ensued regarding these plans, with a focus on the process for and level of public participation during these studies compared to the current process for the proposed city hall.

The committee also discussed the location of the proposed city hall and concerns that some of the public had made regarding the location and the perceived size of the building.

### **4. DISCUSSION REGARDING BUDGET/COST OF PROPOSED CITY HALL**

#### **a. Comparable for Municipal Facilities vs. Commercial vs. Residential Construction**

Mr. Scott presented a comparison explanation of municipal vs. commercial vs. residential construction per the committee's request. He explained the differences in the types of construction and the reasoning for that.

#### **b. Estimated cost on other city hall projects**

Mr. Scott then presented information on various city hall square footage prices for city halls that his firm has designed.

The committee discussed the cost of construction, the importance of controlling costs and the process the City has taken up to this point in projecting the potential cost of the project.

#### **c. Financing the City Hall Project**

Ms. Zartler discussed the estimated cost of the proposed city hall of \$15.9-\$20.2 million and that the amount would include additional items such as parking, fixtures, detention and landscaping.

It was clarified that Randall Scott Architects, Inc. had only been hired to conduct a Needs Assessment and Conceptual Design and that an architect had not been hired

for a final design because the item had been tabled by City Council to allow the Ad Hoc Committee process to take place.

Ms. Zartler explained the financing for the project, stating that the current city hall property on Blanco would be sold. The proceeds of the sale would go toward debt service payments. She also stated that due to savings from change in electric power providers an annual \$1.5 million is being realized, of which \$1 million will go toward Quality of Life Reserve Fund and \$500,000 being savings realized by utility customers.

## **5. COMMENTS/QUESTIONS AND ANSWERS IN REFERENCE TO THE PROPOSED CITY HALL PROJECT**

Ms. Bergmann made reference to the specific email that had been set up to field questions from the public that had not already been addressed in Frequently Asked Questions.

One email was received via this method and Ms. Bergmann read the question and response.

Mr. Rob Ziegler commented on the history of City projects and public participation from the timeframe that he had been on City Council. Mr. Ziegler then asked additional questions regarding the funding of the project. Mr. Ziegler also commented about the size of the City Council chambers.

Ms. Becky Welch commented regarding public input and referenced the marketing strategy that the Boerne ISD had used to promote their recent bond issue.

Mr. J. Konrad Wert asked about comparison of cost and BISD comparisons and if the funding would come from the same source as is used for Toepperwein Park development.

Mr. Ziegler stated that he felt that the project should have been put to a bond issue. He stated that it looks like a shell game.

Ms. Zartler referenced the recent bond upratings from Moody's and Fitch, explaining that higher ratings equate to a savings in debt service payments and shows that the City manages funds well.

Ms. Nicole Allwein asked if the City can now take on much more debt due to the recent upratings and stated that she felt that there was no question that there needs to be a new city hall constructed and that she was only opposed to the conceptual design. She also inquired about the 2008 site design by OCO Architects.

**6. DISCUSS THE RECOMMENDATION TO THE CITY COUNCIL FROM THE AD HOC COMMITTEE FOR THE PROPOSED CITY HALL PROJECT PER THE COMMITTEE'S GOALS AND OBJECTIVES**

Ms. Bergmann reminded the committee that the next step in the process is to discuss the main topics of responsibility and recommendation to City Council.

**MS. SPAIN MADE A MOTION TO TABLE THE ITEM IN ORDER TO REVIEW THE MATERIALS IN MORE DETAIL.**

A discussion was held regarding initial thoughts from the group.

The committee was reminded that the next meeting would be held on Thursday, June 23<sup>rd</sup> at 6:00 p.m. in the Police Department Training Room. The committee would need to present their recommendation at the June 28<sup>th</sup> City Council meeting. Any members unable to attend the next meeting could forward their recommendation, but would not be allowed to cast a vote.

Discussion took place regarding feedback that each member had received from the public.

**MS. PHILLIPS SECONDED THE MOTION ON THE FLOOR. MOTION PASSED 6-0.**

**7. ADJOURNMENT**

Ms. Bergmann called for a motion to adjourn.

**MS. PHILLIP MOTIONED TO ADJOURN. MS. RACINOWSKI SECONDED THE MOTION. MOTION PASSED 6-0.**

Meeting adjourned at 8:42 p.m.

APPROVED:

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Committee Chair

ATTEST:

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Recording Secretary

# **Boerne City Hall Ad Hoc Committee**

## **Committee Responsibility**

1. Needs Assessment – review the process and procedures that have been followed with Boerne city staff and City Council arriving at the suggested square footage and size of the new proposed city hall.
2. Budget/Cost – with the suggested size, the committee is asked to review the estimated cost range (price per sq ft) for construction.
3. Quality – does the proposed conceptual drawings look, feel, longevity and appearance fit our surroundings and heritage? Is this accomplished with the proposed exterior look?

The committee will have resources available to them, including Randall Scott Architects, Inc. through city staff, and will follow the open meetings rules. The committee shall make recommendations to City Council no later than the scheduled June 28<sup>th</sup> City Council meeting.