



CITY CLERK DEPARTMENT

2004 JUL 8 PM 1 04

**CITY OF EL PASO, TEXAS  
BUILDING & PLANNING SERVICES**

**MEMORANDUM**

**TO:** The Honorable Mayor & City Council  
Jim Martinez, Chief Administrative Officer  
Laura Uribarri, Executive Assistant to the Mayor  
Adrian Ocegueda, Executive Assistant to the Mayor

**COPY TO:** Debbie Hamlyn, Deputy CAO for Quality of Life Services  
Dr. Norman Merrifield, Director, Parks and Recreation

**FROM:** Patricia D. Aduato, Deputy CAO for Building & Planning Services *P. Aduato*

**SUBJECT:** City Council Agenda Items for July 13, 2004 Agenda

**DATE:** July 8, 2004

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The following item has been scheduled for City Council action as noted above.

Discussion and Action on Bond Overview Advisory Committee recommendation to eliminate the following projects from the QOL Bond Program due to completion of the projects with Community Development Block Grant funds, and that their corresponding budgets be transferred to the Parks Proposition contingency:

**Community Development Block Grant Projects**

<b>Project</b>	<b>District</b>	<b>Project Budget</b>
1. Carolina Phase 2	7	\$ 16,000
2. Logan	2	\$ 72,000
3. Pera-Luna	8	\$ 31,000
4. San Juan Strip - 1	3	\$ 31,000
5. San Juan Strip - 2	3	\$ 11,000
6. Thorn	1	\$ 165,000
7. Yucca	7	\$ 10,000
<b>Total</b>		<b>\$336,000</b>

The scope of these projects was completed with Community Development Block Grant Funds, and the recommendation, therefore is to eliminate the projects from the 2000 QOL Bond Program and transfer \$336,000 to the Parks Proposition contingency. Use of contingency funds will comply with the policy adopted by Council in February 2004 (attached).

The table below summarizes the scopes of the projects as contemplated in the original project listing.

Project	Scope
Carolina Phase 2	Renovation of basketball court and planting of additional trees.
Logan	Renovation of irrigation system and planting of additional trees.
Pera-Luna	Renovation of irrigation system and planting of additional trees.
San Juan Strip - 1	Paving of parking lot and planting of additional trees.
San Juan Strip - 2	Paving of parking lot and planting of additional trees.
Thorn	Renovation of irrigation system and planting of additional trees.
Yucca	Planting of additional trees.

Originals of the BOAC motion are on file in the City Clerk's office and are attached as further documentation. Should you have questions regarding this recommendation, you may contact me or Teresa Quezada at 541-4853.

<b>Office Use Only</b>	
Mayor's Office (3 copies):	date: _____ time: _____ by: _____
Representative District 1:	date: _____ time: _____ by: _____
Representative District 2:	date: _____ time: _____ by: _____
Representative District 3:	date: _____ time: _____ by: _____
Representative District 4:	date: _____ time: _____ by: _____
Representative District 5:	date: _____ time: _____ by: _____
Representative District 6:	date: _____ time: _____ by: _____
Representative District 7:	date: _____ time: _____ by: _____
Representative District 8:	date: _____ time: _____ by: _____

**MOTION**

July 7, 2004

Motion made, seconded and carried to recommend to the Mayor and City Council that the following adjustments to the Bond election projects be approved:

Recommendation to Council to eliminate the following projects from the QOL Bond Program due to completion of the projects with Community Development Block Grant funds, and that their corresponding budgets be transferred to the Parks Proposition Contingency:

**Comm Dev Block Grant Projects**

<b>Project</b>	<b>Dist</b>	<b>Project Budget</b>
1.- Carolina Phase 2	7	\$ 16,000
2.- Logan	2	\$ 72,000
3.- Pera-Luna	8	\$ 31,000
4.- San Juan Strip - 1	3	\$ 31,000
5.- San Juan Strip - 2	3	\$ 11,000
6.- Thorn	1	\$ 165,000
7.- Yucca	7	\$ 10,000
<b>Subtotal Savings</b>		<u>\$ 336,000</u>

The Deputy CAO for Building and Planning Services is hereby directed to deliver an original of this Motion to the Mayor and place this recommendation on the City Council Agenda for discussion and action.

APPROVED this 7<sup>th</sup> day of July, 2004.

BOND OVERVIEW ADVISORY COMMITTEE



Chair

cc: BOAC  
Parks and Recreation Department  
Building and Planning Services

## Use of Contingency Funds Policy For 2000 Quality of Life Projects

In scoping and estimating projects, projects must be designed as originally proposed and within the project budget. Use of base bids and alternates is permissible, provided that the base bid is an awardable bid within the project budget. No scope changes will be permitted.

### **Utilization of proposition contingency funds after project construction bid opening/before bid award:**

- 1) The additional funds programmed into a project from contingency will leverage other funding sources or satisfy matching requirements, or
- 2) The additional funds are required for property acquisition, or
- 3) Unforeseen circumstances warrant the use of contingency funds to meet base bid.

### **Available contingency funds within a project are to be programmed in the following order:**

- 1) To address scope elements originally identified in the project description and not funded as part of the original bid award, or
- 2) Any remaining contingency after project construction completion will be forwarded to the respective proposition contingency.

### **During the construction phase of a project, proposition contingency funds can only be requested:**

- 1) If the project contingency has been exhausted **and**
- 2) A code or safety concern warrants the use of additional funds