

HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3
SPECIAL BOARD MEETING MINUTES
JUNE 2, 2014
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1. **Call To Order:** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 3:45 p.m. by Leighton Stallones.

Present: A quorum was established. Board members present were Leighton Stallones, Sharon O'Brien and Doyle Krumrey. Also present were Chief Smith and Dustin Bednorz. Representing Wiginton Hooker Jeffry, PC Architects were Mike Boyle and Don Greer. Representing Bartlett-Cocke were Brandon Patton, Gabriel Rodriguez, and Dodd Ginn.

DISCUSSION ITEMS

2. **Discussion - Bartlett-Cocke Construction Kick-off meeting:**
 - A. Communication – Points of Contact & Procedures:
WHJ: Mike, cc Don
B-C: Gabriel, cc Dodd
HCESD3: Leighton, Sharon, Chief, Mark. Mark will bcc the remaining board members.
 - B. Construction Schedule: Brandon reported the target date for substantial start is June 16, 2014. He also reported we will not be required to submit a demolition permit to the state as the house was considered a residence. The dates in the GMP contract (AIA-133) will be updated based on the start date plus 335 days.
 - C. Schedule of Values: Draft Invoice to be ready by the 25th, architects and Construction Resource Management review simultaneous 1st – 3rd.
 - D. Application for Payment
 - E. RFI: we will get higher level information, not micro-management.
 - F. Submittals/Shop Drawings: We will review finishes, rock, etc. Mockup in-place for interior, exterior on mock-up board.
 - G. Construction Progress Meetings: Not a board meeting, starting Wednesday June 25th at 9 am, then twice a month thereafter.
 - H. Site Visits: Same as progress meetings.
 - I. Preconstruction Conferences
 - J. Construction Materials Testing and Special Inspections: Prefer not to use Raba-Kistner. Possibly Holt.
 - K. Temporary Facilities: currently in discussions (now 102 Centerpoint Road); staging area limited
 - L. Hunter Road improvements/construction entrances
 - M. SWPPP
 - N. Tree Protection
 - O. Construction Fence
 - P. Project Sign
 - Q. Electrical and Communications Routing
3. **Adjourn:** At 5:10 p.m. Leighton moved to adjourn the meeting and Doyle seconded. Meeting adjourned.

Prepared By:
Mark Thornton, Office Manager