

**CITY OF SAN ANTONIO
DEPARTMENT OF ASSET MANAGEMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Sheryl Sculley, City Manager
FROM: Shawn P. Eddy, Interim Director of Asset Management
SUBJECT: Construction of Human Resource Training Room
DATE: March 2, 2006

SUMMARY AND RECOMMENDATIONS

This Ordinance appropriates funds in the amount of \$50,000 in Certificates of Obligation to facilitate the renovation of the Records Storage 'B' Building located at 131 El Paso to accommodate a training room for the Human Resources Department.

Staff recommends approval of this Ordinance.

BACKGROUND INFORMATION

The buildings formerly known as the Wayne Bull Warehouse and offices located at 719 S. Santa Rosa and 131 El Paso were purchased by the City in 1998. The larger facility at 719 S. Santa Rosa was developed into the City Records Storage Facility which was renamed the George Whitfield, Jr. Municipal Records Facility on August 16, 2002. A smaller building at 131 El Paso was dubbed the Records Storage "B" Building and about half of the building has since been occupied at various times by Public Works Stormwater and Parking staff and is currently the main offices of the Public Works Surveying staff. The remaining half of the building is proposed to be finished out to serve as a training room that should be able to accommodate approximately 100 individuals for training at a time. The proposed renovation will consist of the installation of interior walls, insulation, lighting, air conditioning duct and an acoustical drop ceiling. The wall will also be painted and a new glass door will be installed for the entrance.

POLICY ANALYSIS

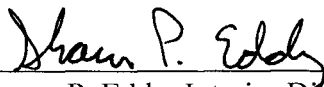
This action is in compliance with the Certificates of Obligation which were issued for work to be performed on municipal building utilizing funds set aside in the capital funds program.

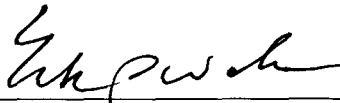
FISCAL IMPACT

The funding source for this request will be 1991 – Certificates of Obligation which were issued for Municipal Facilities. The amount of \$50,000 is available for this project in fund 43-102000 and is included in the FY 2005-06 Capital Budget under the heading “Municipal Facilities Office Space Renovation”.

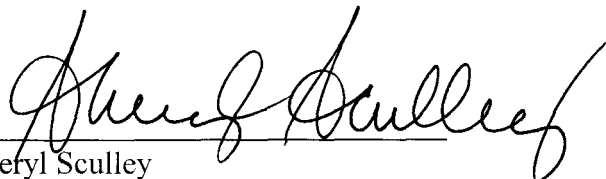
COORDINATION

This request was coordinated with the Department of Finance and the City Attorney’s Office.


Shawn P. Eddy, Interim Director
Department of Asset Management


Erik J. Walsh
Assistant City Manager

Approved for Council Consideration:


Sheryl Sculley
City Manager