



MUNICIPAL PROJECT MONITORING COMMITTEE

MINUTES OF THE MEETING OF THE PROJECT MONITORING COMMITTEE (PMC) HELD ON FEBRUARY 24, 2026 2/F CONFERENCE ROOM MUNICIPAL BUILDING, BARUGO, LEYTE

The meeting proper was started at 09:15 in the morning with an opening invocation led by Engr. Ranie N. Cebrano, *the Municipal Engineer*. Having a quorum, Mr. Ricky A. Peñaranda, *the PMC Chairperson* officially called the meeting.

Mr. Ricky A. Peñaranda, *the PMC Chairperson* presented the agenda of the meeting, to wit:

1. Presentation of Project Monitoring Committee Accomplishments for CY 2025
2. Presentation of CY 2026 AIP- 20% LDF Projects, LPMC Annual Work and Financial Plan CY 2026 and LPMC Priority Projects/Programs/Activities to be monitored
3. Project Monitoring Findings & Feedbacking

Agenda No. 1

Engr. Ranie N. Cebrano, *the Municipal Engineer*, presented the committee's accomplishments from the previous year and highlighted their recognition as one of the exemplary awardees of the Local Project Monitoring Committees of Leyte. The award reflects the committee's continued efforts to ensure that projects are properly implemented, closely monitored, and responsive to the needs of the constituents.

Agenda No. 2

Engr. Ranie N. Cebrano, *the Municipal Engineer*, first presented the accomplishments of the projects funded under the CY 2025 AIP-20% Local Project Development Fund. Out of 12, three projects were not implemented, namely: Completion of Municipal Slaughter House at Pob. Dist. I, Expansion of Barugo Municipal Infirmary at Municipal Compound and Renovation of old Slaughterhouse to Transport Terminal at Wet Market Compound Pob. Dist. III. However, the program of work for these three unimplemented projects are currently being prepared and processed by his office.

With regard to the projects funded under the current year's 20% Local Development Fund, he informed the committee that three (3) projects are presently in the procurement stage, namely: (1) Concreting of 145ln.m Local Access Road along Brgy. Pongso, Barugo, Leyte; (2) Concreting of 145ln.m Local Access Road along Brgy. Can-Isak to Brgy. Amahit Barugo, Leyte – currently under ongoing implementation; and (3) Procurement of Dump Truck – for issuance of Notice of Award.

He further reported that their office is currently preparing the program of work for the Completion of 3-Storey Multi-Purpose Building (Phase III). The building will accommodate the Municipal Engineering Office and the Municipal Planning and Development Office on the second floor, while the Municipal Disaster Risk Reduction and Management Office will occupy the third floor. In addition, the existing Municipal Engineering Office building will be renovated into a Pediatric and Geriatric facility, funded by the SM Foundation. In the meantime, the Municipal Engineering Office will temporarily occupy the Bids and Awards Committee Office while the Completion of 3-Storey Multi-Purpose Building (Phase III). is ongoing.

Moreover, the concreting of various access roads is scheduled for implementation in the first to second quarters of the year. Vertical projects, including the Construction of New Transport Terminal at Simeona Apostol St. Pob. Dist. III Barugo, Leyte (Phase II), Extension of new Municipal Slaughterhouse at Pob. Dist. I Barugo, Leyte, Renovation of Barugo Transport Terminal Building 3 to Barugo Bayview College Building at Pob. Dist. I Barugo, Leyte, and Repair and Rehabilitation of various Barangay Multi-Purpose Courts, are targeted for implementation in the second to third quarters. The Construction of a Concrete Bridge to Brgy. Cuta-Tutug-an, Barugo, Leyte (Phase I) is scheduled for implementation in the third to fourth quarters; however, he expressed plans to adjust the schedule depending on weather conditions and seasonal considerations.

Furthermore, Ma'am Ellen Shiraz B. Ibardolaza, *the MLGOO*, recommended revising the schedule of the Construction of a Concrete Bridge to Brgy. Cuta-Tutug-an, Barugo, Leyte (Phase I), noting that implementing it within the third to fourth quarters may affect the utilization rate of the 20% Local

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Development Fund. This recommendation was noted by Engr. Ranie N. Cebrano, *the Municipal Engineer*, and who subsequently proposed adjusting the target implementation to the Second to Third Quarter of the year.

From this, the Project Monitoring Committee Chairperson called for a motion to approve the change of project's implementation schedule of the Construction of a Concrete Bridge to Brgy. Cuta-Tutug-an, Barugo, Leyte (Phase I) from the Third to Fourth Quarter to the Second to Third Quarter. Ma'am Ellen Shiraz B. Ibardolaza, *the MLGOO*, moved for the approval and it was unanimously seconded by all Project Monitoring Committee members present. Hence, Resolution No. 1 was passed approving the change of project's implementation schedule of the Construction of a Concrete Bridge to Brgy. Cuta-Tutug-an, Barugo, Leyte (Phase I) from the Third to Fourth Quarter to the Second Quarter.

Engr. Ranie N. Cebrano, *the Municipal Engineer*, presented to the committee the CY 2026 Annual Work and Financial Plan (AWFP), including the priority Projects/Programs/Activities (PPAs) identified for monitoring, in view of the reconstitution of the committee and the assumption of its new set of members. He further recommended the inclusion of projects funded under 70% allocation of the 5% of the DRRM Fund for monitoring, namely: Construction of Revetment Wall at Brgy Can-isak -Amahit Bridge, Construction of Revetment Wall at Brgy Pikas - Pongso Bridge and the Rehabilitation & Improvement of Tide Embankment at Brgy. Minuswang.

Following this, Mr. Ricky Peñaranda, *the PMC Chairperson*, called for a motion to approve the inclusion of some projects funded under the 70% allocation of the 5% Disaster Risk Reduction and Management (DRRM) Fund in the committee's monitoring coverage, namely: the Construction of Revetment Wall at Brgy Can-isak -Amahit Bridge, Construction of Revetment Wall at Brgy Pikas - Pongso Bridge and the Rehabilitation & Improvement of Tide Embankment at Brgy. Minuswang. Engr. Ranie N. Cebrano, *the Municipal Engineer*, moved for the approval and it was unanimously seconded by all Project Monitoring Committee members present. Hence, Resolution No. 2 was passed approving the inclusion of some priority projects to be monitored by the Project Monitoring Committee, namely: the Construction of Revetment Wall at Brgy Can-isak -Amahit Bridge, Construction of Revetment Wall at Brgy Pikas - Pongso Bridge and the Rehabilitation & Improvement of Tide Embankment at Brgy. Minuswang Barugo, Leyte funded under the 70% of 5% Disaster Risk Reduction and Management (DRRM) Fund.

Agenda No. 3

During the inspection of the Construction of concrete road along Simeona Apostol St. to San Francisco St. Pob. Dist. III, Hon. Danilo B. Bugal, *Punong Barangay of Brgy. Balire, Barugo, Leyte*, observed that the existing project has insufficient contraction joints. In response, Engr. Ranie N. Cebrano, *the Municipal Engineer*, explained that a contraction joint is a cut between two connected concrete road sections. He emphasized that it is important because it allows internal stress or pressure within the concrete pavement to be released, thereby preventing cracks. Mr. Renato Claros, *Representative of KABALIKAT CIVICOM LEYTE, Inc.*, inquired whether the road shouldering of the project is adequate. Engr. Ranie N. Cebrano, *the Municipal Engineer*, clarified that the road shouldering of the project was properly constructed using gravel materials. Furthermore, Hon. Jose B. Peñaranda, *Punong Barangay of Pob. Dist. VI, Barugo, Leyte*, asked about the minimum required width of the road shoulder. Engr. Ranie N. Cebrano, *the Municipal Engineer*, responded that the minimum width is one (1) meter. However, Hon. Jose B. Peñaranda, *Punong Barangay of Pob. Dist. VI, Barugo, Leyte* observed that the existing road shoulder appears to be insufficient in width. Engr. Ranie N. Cebrano, *the Municipal Engineer*, acknowledged the observations and stated that he will inform the contractor regarding the concerns raised by the committee members.

In relation to the three (3) unimplemented projects funded under the CY 2025 AIP – 20% LDF, particularly the Construction of New Transport Terminal at Simeona Apostol St. Pob. Dist. III Barugo, Leyte (Phase II), Hon. Jose B. Peñaranda, *Punong Barangay of Pob. Dist. VI, Barugo, Leyte*, inquired about the specific location of the proposed project. Engr. Ranie N. Cebrano, *the Municipal Engineer*, explained that the proposed new terminal will be located at the site of the existing slaughterhouse. He further

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clarified that a new slaughterhouse has already been constructed; however, it is not yet fully completed. The completion of the new slaughterhouse is likewise included among the three (3) unimplemented projects. He further stated that the completion of the new slaughterhouse will be prioritized so that the existing slaughterhouse building can subsequently be renovated and converted into the new terminal. Mr. Renato Claros, *Representative of KABALIKAT CIVICOM LEYTE, Inc.*, inquired about the project's percentage of physical accomplishment. Engr. Ranie N. Cebrano, *the Municipal Engineer*, replied that the remaining deficiency pertains mainly to the procurement and installation of necessary slaughterhouse equipment, such as the standing butchering facilities, in compliance with the standards set by the National Meat Inspection Service. He emphasized that once the required equipment is provided and installed in accordance with NMIS standards, the slaughterhouse project can be considered fully completed and operational.

Other Matters

Mr. Ricky A. Peñaranda, *the PMC Chairperson*, asked if there were any concerns or suggestions from the committee. Mr. Renato acknowledged and raised concern. As a new member of the committee, he inquired if the committee has an official uniform. In response, the PMC Chairperson confirmed that the committee does have a uniform.

The members further suggested that the uniform should include long sleeves with a reflectorized vest. And the provision of hard hats and construction boots for use during project inspection was recommended. With this, Mr. Ricky A. Peñaranda, *the PMC Chairperson*, called a motion for approval requesting to the Municipal Mayor for the provision of hard hats, construction boots, and uniform for the Project Monitoring Committee, considering that it has been newly reorganized. Mr. Renato Claros, *Representative of KABALIKAT CIVICOM LEYTE, Inc.*, moved for the approval and it was unanimously seconded by all Project Monitoring Committee members present. Hence, Resolution No. 3 was passed requesting to the Municipal Mayor Dr. Aron C. Balais, FPCEM, for the provision of hard hats, construction boots, and uniform for the newly reorganized Project Monitoring Committee.

Hon. Jose B. Peñaranda, *Punong Barangay of Pob. Dist. VI, Barugo, Leyte*, raised an additional concern regarding whether the Punong Barangays may avail of a travelling allowance. Ma'am Ellen Shiraz B. Ibardolaza, *the MLGOO*, responded that they are currently working on establishing the appropriate basis and guidelines to enable Punong Barangays to avail of such allowance. In connection with this, Engr. Ranie N. Cebrano, *the Municipal Engineer*, suggested that the committee may consider passing a formal resolution authorizing the provision of travel allowance to committee members, subject to existing accounting and auditing rules.

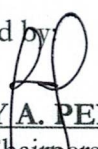
Ma'am Ellen Shiraz B. Ibardolaza, *the MLGOO*, reminded the secretariats on the deadline for submission of committee reports on March 20, 2026. Having no concerns, suggestions and queries raised, Mr. Ricky A. Peñaranda, *the PMC Chairperson*, called a motion for the adjournment of the meeting. Engr. Ranie moved to adjourn the meeting, and it was seconded by Hon. Jose B. Peñaranda, *Punong Barangay of Pob. Dist. VI, Barugo, Leyte*. The meeting was adjourned on 10:30 in the morning.

Prepared by:


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Attested by:


RICKY A. PEÑARANDA

PMC Chairperson

Reviewed by:


ENGR. JUDITH M. BORREL

MPDC/ PMC Secretariat