

**El Paso Independent School District
Citizens' Bond Advisory Committee
Meeting Minutes
April 23, 2024**

Present:

Ana Elena Allen
Yolanda Clay

Kelvin Joel Kroeker, P.E.
Miguel S. Venegas

Not in Attendance:

Alexsandra R Annello
Michael Apodaca
Raul Arizpe
Angelica Bharat
Roger Scott Brown
Bob Burns
Norma Chavez

Debbie Fetzer
Dan Longoria
Christian Lopez
Toni Lunsford
Ross Moore
Russell Wiggs

Presenters:

Mr. S.B. Pierson, Chief Operations Officer
Mr. Ernesto Ortiz, Director Maintenance Building and Grounds
Mr. David Martinez, Compliance and Job Cost Accounting Manager

1. Call to Order

The meeting was called to order at 5:04 p.m. by Mr. Kelvin Joel Kroeker, P.E., Vice-Chair.

Mr. Pierson welcomed the committee members in attendance and informed them that the next CBAC meeting would be the final meeting, which would occur after the final project is completed in June/July. At that time a comprehensive report will be presented. Mr. Pierson specified that the last CBAC meeting would take place in August, but would email a briefing report to the committee in June as an update to the program.

2. Review of Meeting Minutes

Meeting minutes for April 15, 2021, through December 14, 2023, were not approved due to lack of quorum. The minutes will carry over to the next scheduled meeting for approval.

3. Projects Update

Mr. Pierson welcomed the committee members in attendance and informed them that the next CBAC meeting would be the final meeting. The final meeting would be in August in order to capture the completion of Coronado and Hartley, but would email the committee a briefing report in June.

Mr. Pierson proceeded with presenting the:

- Project Overview - Reporting 13 completed projects, 2 projects in the close-out phase and 2 projects under construction (Coronado and Hartley).
- Identified Gap Projects – Facilities & Construction, Athletics, and Maintenance identified remaining needs that could be done with the available project contingency. Campus Principals were informed of those identified projects and requested their input and recommendations. Those identified projects are being assessed and estimated for the best use of the contingencies.

Mr. Kroeker asked if the recommended gap project list would be shared with the committee before it is presented to the Board for approval. Mr. Pierson responded that the gap project list would be provided and presented to the committee at the next CBAC meeting.

The following projects were presented by the assigned project manager:

Bobby Joe Hill School - (Mr. Oscar Jaloma, Project Manager)

No question/ concerns.

Jefferson/Silva- (Mr. Oscar Jaloma, Project Manager)

No question/ concerns.

Coach Wally Hartley PK-8 -(Ms. Irene Ramirez presented on behalf of Mr. Manny Rivera, Project Manager)

No question/ concerns.

Coronado High School- (Mr. Joel Olivas, Project Manager)

No question/ concerns.

4. Periodic Financial Reports

Mr. David Martinez, Compliance and Job Cost Accounting Manager, presented the periodic reports as of March 31, 2024.

- Fund Report Managed by the District
 - Fund Status Report Breakdown by Project
- Mr. Kroeker asked if the Navarrete balance would be moved to program contingency. Mr. David Martinez responded that the first confirmation would need to be made that all items had been addressed before moving to program contingency.

Ms. Ana Elena Allen asked once the remaining project funds are moved to program contingency would it be taken to the Board. Mr. Pierson responded that the recommended gap projects would go to the Board for approval for the use of program contingency and/or bond interest.

Mr. Miguel Venegas asked if the relocation of bond funds would go to bond sites or districtwide. Mr. Pierson responded the funds would go towards bond schools. Mr. Venegas stated that at a previous meeting, the committee was informed that bond funds would be used for a non-bond school which was reviewed by legal counsel and allowable to be done. Mr. Pierson corrected his response that it was not necessarily bond schools.

- Interest Revenue/Admin Expenses to Date
 - Bond Program Status- Budget
 - Bond Program Status – Program Contingency
- Ms. Yolanda Clay stated that at the June 15, 2023, CBAC meeting it was presented that Irvin had a project contingency balance of \$5 million and that \$3.2 million was moved to program contingency. She continued to explain that the courtyard does not have shading although at the charrette community meeting the Architect presented a shaded courtyard. Ms. Clay asked that the courtyard shading be considered due to the uncomfortable conditions (extremely hot), which explains why it is not being used by the students. Mr. Pierson responded that he would have staff look into the scope of work and would provide Ms. Clay an email response or schedule a meeting to discuss with Ms. Clay and Mr. Wiggs.

Mr. Kroeker asked how the \$3 million from bond interest would be used. Mr. Pierson responded it would be used for identified HVAC projects.

Mr. Pierson reiterated that a bond briefing would be emailed to the committee for June with a final CBAC meeting in August.

Adjournment

The meeting adjourned at 5:51 p.m.

Date Approved by CBAC Secretary: May 10, 2024

Date Approved by Vice-Chair: May 16, 2024