

**El Paso Independent School District
Citizens' Bond Advisory Committee
Meeting Minutes
September 20, 2018**

Present:

Ana Elena Allen
Cimi Alvarado
Bob Burns
Yolanda Clay
Ted Houghton, **Chair**

Kelvin Joel Kroeker, P.E.
Alejandro Limón
Dan Longoria, **Vice-Chair**
Toni Lunsford
Paul Masters, **Secretary**

Ross Moore
Javier Olmos
Debbie Trexler
Miguel S. Venegas
Max Villaronga

Not in Attendance:

Cynthia Cano
David Mark Herrera

Cynthia Lopez
Samuel Morgan

Edmundo Rodríguez

Special Guest:

Bob Geske, Board of Trustee-District 1
Mickey Loweree, Board of Trustee-District 7
Juan Cabrera, Superintendent

Presenters:

Carmen Arrieta-Candelaria-EPISD Finance and Operations
Carlos Gallinar-EPISD Planning & Innovative Schls. Constr.
Johnny Hibbs-Jacobs

Call to Order

The meeting was called to order at 5:06 p.m. by Mr. Ted Houghton, Chair.

1. Welcoming

Mr. Ted Houghton, Chair, Quorum was established.

2. Review of Meeting Minutes

It was moved by Mr. Max Villaronga, second by Mr. Paul Masters, and carried unanimously, that the minutes be approved for August 17, 2017, October 19, 2017, January 18, 2018, March 21, 2018, May 17, 2018 and July 19, 2018.

3. Attendance Update

Ms. Arrieta-Candelaria, provided the member attendance roster information to the committee and added that the attendance concerns would be up to the chair and the committee to make any recommendations to the Board.

4. Project Updates

Mr. Johnny Hibbs, Jacobs Program Manager, presented project updates.

Mr. Ted Houghton inquired on the number of proposers on the different projects.

Mr. Hibbs responded that 3 proposals were received for El Paso High, 1 proposal was considered unresponsive due to late submittal; and 5 proposals were received for Andress, the other projects are currently out to bid.

Bradley/Fannin (Dr. Josephine Torres) is out to bid with proposal due 9/27/18.

Austin CMAR construction by Arrow Contractor; sub-contractor solicitations are in play, the swing space is commencing; project is scheduled to start December of this year. Mr. Ted Houghton inquired on how many proposers submitted proposal for Austin. Mr. Carlos Gallinar responded that 4 proposals were received.

Dowell/Schuster/Crosby (Coach Archie Duran) proposals are due mid-October and Notice to Proceed is slated for December 18th, students would occupy the new constructed portion in September 2020, then would continue with the demolishing of the existing building and associated work.

Henderson/Clardy (Dr. Josephina Villamil Tinajero) campus will be cleared of portables in October with proposals due late November and Notice to Proceed early 2019.

Hughey/Ross (Coach Wally Hartley) CMAR contractor is on board with the GMP to start early 2019.

Irvin High School swing space is complete; the CMAR design team is collaborating for Notice to Proceed February 2019.

Macarthur site has been cleared of portables; with proposals due early November 2018 and projected Notice to Proceed December of this year.

Morehead (Charles Q. Murphree) proposals are due mid-November and with scheduled start January 2019.

Terrace Hills swing space is in place with a start in January 2019.

Mr. Kelvin Kroeker stated that a written report is a necessity in the packet to the committee, it's hard to keep up with the information being provided without it.

Mr. Carlos Gallinar, added to Mr. Hibbs presentation, that he has heard from contractors of their concern to the number of projects being procured at once in November, and stated that they may have to shift some projects to get a better procurement.

Ms. Loweree stated that she had received a concern in regards to the color selection for the Johnson/Morehead campus provided by the SPC which was not considered. Ms. Loweree added if there was still time to reconsider the colors. Mr. Carlos Gallinar responded that it would be explored. Ms. Margaux Dalbin responded that she had not received any suggestions or concerns from any of the campuses and was unaware.

Mr. Ted Houghton asked that who had made the final decision of the campus colors. Ms. Margaux Dalbin responded that the team leadership had approved the colors.

Mr. Brian Morris, SPC member for Morehead/Johnson, stated that the colors were chosen by the committee and submitted, if it has submitted to Ms. Dalbin he was unsure.

Mr. Ross Moore stated that at the last meeting he had asked about the steel, concrete, and lumber impact to pricing. Mr. Johnny Hibbs responded that he had done some research from the last meeting, and that they are seeing escalations on pricing national and local and added that is why he is willing to keep everything with the local market and make sure if he sees escalation it is due to inclining prices and not because we are overwhelming the local market.

Mr. Ross Moore asked if there is a ball park figure on what steel, concrete may jump to. Mr. Johnny Hibbs has received information from an individual he trusted stating that the red iron would be about 8% annual, in regards to concrete our local market is driving in.

Ms. Debbie Trexler asked if we have something in place for this increase in price. Mr. Johnny Hibbs responded that there is contingency.

Mr. Bob Burns asked Mr. Johnny Hibbs what is the greatest risk of your benchmark over the course of the next year and what are you doing proactively to achieve that. Mr. Hibbs responded that another major storm would be a huge blow to the program.

Mr. Carlos Gallinar added that the major concern from several contractors is the amount and volume of procured work currently in El Paso which will need to be vetted with Mr. Cabrera and the Board to space out some of the procurement dates in November and December to January and February. Mr. Bob Burns added that it would be very important on how these delays is communicated so the perception is not wrong.

5. Project/Program Contingency Update

Ms. Arrieta-Candelaria, communicated to the committee that the Board of Trustees had approved the \$15million from contingency for the new Northeast Middle School and the funds have been allocated to the project.

6. Periodic Financial Reports

Ms. Arrieta-Candelaria, provided financial reports to the committee which included the Fund Balance Report, Total Costs to Date, Detail Accounting and Listing, for their review and comment, which is also posted on the bond website.

Mr. Max Villaronga asked if the reported interest was better than what was expected. Ms. Arrieta-Candelaria responded that it was and had doubled and also added that she was a little concerned on the upcoming sale of the bonds, that it was committed to the voters that we would only go up 18.8 cents and have already dug into that 7 1/2, we are hoping to sell bonds in January 2019, but we may sell all of them, depending on market.

7. Communications Update

Ms. Margaux Dalbin, provide a presentation, to include the community meetings, events, digital campaigns, newsletter, school naming process outcome, and that the campuses are currently having students nominate mascots.

Ms. Debbie Trexler asked if it will be same naming process for the remaining. Ms. Arrieta-Candelaria responded that the new Northeast Middle School was the only one remaining and the process would be the same.

Mr. Max Villaronga asked to which groups has Ms. Dalbin spoken to at the chamber. Ms. Dalbin responded that they have presented to the Business Coaching Committee. Mr. Villaronga suggested that she contact the Board of Governors, a large audience, they would be interested on hearing what EPISD is doing.

Mr. Ted Houghton asked Mr. Hibbs that at the last meeting the entire overall contingency was allocated out, therefore what was the percentage he had allocated for each school in the contingency. Mr. Hibbs responded 4% construction contingency identified.

MEETING CLOSED

The meeting was closed for Executive Session at 5:55 p.m.

8. Internal Audit Plan

MEETING OPENED

The meeting was reassembled in Open Session at 6:15 p.m.

It was moved by Mr. Max Villaronga, second by Mr. Ross Moore, and carried unanimously, that more resources go to support the bond audit by external and internal auditors to include an owner's advocate which may be an engineer, architect or project management.

It was moved by Mr. Paul Master, language clarified by Kelvin Kroeker, second by Mr. Ross Moore, and carried unanimously, that auditing look into the compliance of EPISD consultant "Jacobs" that they are not over speaking their role/responsibilities from what's in their contract or performing roles that EPISD staff is under representing.

Adjournment

The meeting adjourned at 6:40 p.m.

Date Approved by CBAC Secretary: September 29, 2018

Date Approved by Chair: October 1, 2018