

Bond Oversight Committee Meeting April 26, 2016 Minutes

On the 26th of April 2016, the Bond Oversight Committee (BOC) of the Ysleta Independent School District met at 6:00 p.m. at Central Office, 9600 Sims, El Paso, Texas. Attached is a list of the sign in sheets for this meeting. Also present was Dr. Xavier De La Torre, Superintendent of Schools, Ms. Ana Dueñez, Board member from the Riverside area; Mr. Pat O'Neill, Associate Superintendent of Operations, Mrs. Lynly Leeper, Chief Financial Officer, and Ms. Abigail Tarango, Special Projects and Strategic Initiatives Director. Members of the VLK Architects (Bond Program Manager) present were: John Klein, Chad Davis, Rene Aguilar and Edgar Goytia, Program Managers. Representatives of many of the architecture firms working on the YISD Bond Projects were also present, with project plan design boards set up for viewing.

BOC Chair Frank Hernandez welcomed the group, noting as there was lack of a quorum present, the February 18, 2016 minutes would be approved at a later meeting. He reported meeting packets would be sent out electronically on the Friday prior to the quarterly meetings scheduled for the BOC. Mr. Hernandez asked the membership to please sign in on the forms provided, and make note of any changes in contact information.

Mr. Hernandez introduced Superintendent of Schools, Dr. De La Torre, who welcomed the group, thanking them for their time and service on this important committee. He commented this groups serves as both an Ambassador to the public, as well as a Sentry to guard the Bond Projects, holding the Administration and the Program Manager accountable to the public. Dr. De La Torre reported the bond sales in January were made in very favorable conditions, resulting in a \$30 million savings due to the interest rate being at 2.82 rather than the 3.0 expected. These savings will be held in account for use for Bond Projects. Dr. De La Torre said he was happy to note 100% of the firms selected through bid process in January to provide the district professional services such as engineering, hazardous material testing, surveying, geotechnical, HVAC testing, and sub-surface soil testing were local. His report (attached to these minutes) continued with a listing of the projects and architects assigned to each, noting these firms are local firms. VLK Architects, Bond Program Manager, hosted design charrettes for the Bel Air Middle School project, the Parkland Middle School project, and for Eastwood High School. Hellas Construction was selected for the Athletic Enhancement projects at all 7 comprehensive high schools. Although not a local firm, Hellas is able to provide engineering, construction, and the turf for these projects. This type of package deal will save the district money now and in the future because if there are any problems with a field, there is only one company to turn to for a response.

Bond Oversight Committee Meeting

April 26, 2016 Minutes

Page 2 of 4

Staff from VLK Architects reporting were John Klein, Program Director; Chad Davis, Director of Design; and Project Managers Edgar Goytia and Rene Aguilar. Mr. Klein reported on Bond Program activity since December, echoing what Dr. De La Torre had reported, with a detailed PowerPoint. Mr. Davis reported on the project design charrettes, explaining the process, how the architects worked with each Charrette Committee (comprised of students, parents, staff and community members from the neighborhood of the project). He explained the idea of Next Generation Learning, the gaming exercise where each design table has a student working with the group, and the final voting on the proposed designs. Considerations during the gaming exercise included the main entry location, the academic layout, parent and bus drives, parking, exterior access to cafeteria, cafeteria, library, gym, smaller learning communities, grade level or departmental, collaboration space, separate loud and quiet spaces, retaining wall(s), and 1 story vs 2 story.

Edgar Goytia continued reporting on the bond projects with updates on the ongoing Athletic Enhancements, including the stadium field turf, softball and baseball lighting, softball and baseball outfield fences, tennis court lighting, scoreboards and PA systems. Rene Aguilar reported on the Secure Entries (for one main entry) and the Structural Repairs Bond Projects.

Division of Operations staff, Liliana Sepulveda and Charles Mais, reported on the Comprehensive Transition Plan Report created and posted on the Operations webpage. This Transition Plan provides detail for all for the moving required of several campuses.

BOC Chair, Mr. Hernandez, introduced Mrs. Lynly Leeper, Chief Financial Officer, who reported to the Committee on the finance side of the bond. She reported a plan to ask the Board to approve each campus budget by function on May 11, with Finance committing to a quarterly reporting schedule to include: project budgets, money spent to date, and project status. To support transparency with the BOC and the voters, this information will be added to the bond website. A third party Bond Audit Advisory firm bid award will be ready for the Board's approval in June. This firm will audit Bond Projects to ensure compliance with agreed upon bond covenants, contract provisions, and district policies and procedures. On August 8, arrangements have been made for the Texas Association of School Business Officials (TASBO) to provide training in Best Practices in Bond Oversight by Trustees and the new Conflict of Interest rules. The BOC members are invited to this training, with a reminder to be provided for the committee as we near that date.

Abigail Tarango, Director of Special Projects & Strategic Initiatives, referred to the Special Projects calendar shared with the BOC, how the Bond Website will be used to share documents, reports, and information so the BOC can refer their community members to one source. The

Bond Oversight Committee Meeting
April 26, 2016 Minutes
Page 3 of 4

Bond Project sheets will be updated and posted, as will agendas and minutes of the BOC meetings.

Mr. Hernandez closed the meeting with a Q & A session, with these BOC members participating:

Luis Villalobos – Suggested providing bullet points for reference during reports and presentations. Ms. Tarango responded an outline or bullet points could be provided.

Liza Montelongo – Asked the energy side of the projects not be left out of the project development. Dr. De La Torre referred the BOC to the Technical Design Guidelines and the Education Specifications for schools created by VLK and posted on the webpage. All projects must be guided by the specifications set out in these manuals. Mr. John Klein of VLK Architects also responded.

Minnie Acosta – Asked why the BOC is not being included in the Charrette meetings, adding the BOC should know about these meetings. Ms. Tarango responded the list of Special Projects (Charrettes and Groundbreakings) has been sent to the BOC, and each campus where a Charrette was hosted did notify their area BOC members.

Jorge Acosta – Reports should include slides on all projects, including Charrette workshops.

There was further discussion of the BOC members' role at the Charrette workshops, with Dr. De La Torre offering clarification of roles and responsibilities. Discussion continued with various BOC members reporting participation in Charrette workshops to date. The gym projects at both Eastwood and Bel Air, and the storage of gymnastics equipment was discussed.

Wayne Thornton – Commented the EHS project is unique, with several scenarios being considered for the gyms.

Richard Castro – Clarified distinction between what Dr. De La Torre reported on the Eastwood gyms and reports of preference out in the community. Discussion continued on details of the plans for Eastwood gyms, and final reconstruction plans for that campus, with VLK providing input.

Liza Montelongo – Commented a UIL style theatre would be good for the district.

Andy Dominguez – Asked if there was any possibility for Eastwood construction to go up (two story) since space was an issue on that property. VLK responded that had been considered but would be difficult.

Rosie Kahoe – Asked additional people be considered to have more participants in the Charrette workshops as it seemed very big decisions were being made by 30-40 people.

Ramon Federico – Commented it would be good to have a gymnastics competition gym.

Bond Oversight Committee Meeting
April 26, 2016 Minutes
Page 4 of 4

Mr. Hernandez reported the need for the BOC members to review the Charter and the roles and duties of the members. Ms. Tarango recommended the meeting discussion close to allow time for those present to review all the plan designs on display, and discuss them with the architects present. Mr. Hernandez suggested the agenda for the next meeting be partially used for the Charter review and discussion, and election of a co-chair.

The next meeting of the BOC will be at 6:00 p.m. on Tuesday, July 26 in the Ysleta Room. The meeting adjourned at 7:15 p.m. on April 26, 2016.

SUBMITTED FOR APPROVAL
July 26, 2016

DRAFT