

Bond Oversight Committee (BOC)

Meeting Minutes

October 13, 2015

Committee Members:

Present (all):	Hillary Calavitta	Virgil Flathouse	Tom Shea
	Ray Clayton	Greg Greeson	Wendy Smiley
	Mike Dansby	John Havenstrite	Matthew Wernli
	Dina Dreifuerst	Kim McMath	
	Erik Eff	Kerry Moll	

EISD Staff present:

David Edgar, Asst. Superintendent of Business Services
Cindy Hayden, Accounting Manager
Brandon Cardwell, Asst. Director Maintenance & Operations
Mike Brooks, TASB Director of Facility Services

Proceedings:

The meeting was called to order at 6:00 p.m. by Virgil Flathouse, BOC Chair. Minutes from the September 15, 2015, regular meeting were reviewed and unanimously approved following a motion by Tom Shea, which was seconded by John Havenstrite.

Open Forum:

There were no visitors who chose to speak.

Financial Reports:

David Edgar presented an Updated Budget Status Report as of 10/9/15, showing budget, commitments, and expenditures for each Bond project. Discussion regarding the addition of a column in future reports to indicate progress toward completion for each project.

Project totals reported at the September meeting have been adjusted to highlight the use of unspent funds from the 2011 Bond, so that the overall budget aligns with the 2015 Bond commitment of \$52.5 million. Approximately \$1.5 million remaining from the 2011 Bond will be directed to Project B-01: HVAC upgrades for five campuses. To date, \$2.8 million has been committed to projects, and checks totaling \$1.7 million have been disbursed, with most of the amount applied to Project B-08: Renew Sports Fields.

Bonds totaling the entire \$52.5 million have been sold, and the district is in the process of determining the best strategy for meeting current cash flow needs while maximizing investment returns on funds earmarked for future projects.

Discussion of relationship between project expenditures and project timelines, with a preference for the most conservative payment schedule allowable under existing contract terms and invoicing practices.

Update on 2015 Projects:

- A. Construction. The district has begun to evaluate and plan projects for Summer 2016.
- B. Technology. Nothing to report at this time.

Project Reports

- C-07 Closed Circuit TV PAC. Upgrade video systems in WHS Performing Arts Center (PAC) and WHS Black Box Theatre, from Standard Definition to High Definition. Estimated project cost of \$53,864, with volunteer installation labor provided by PAC and WHS staff.
- B-08 Renew Sports Fields. Replace outdoor padding on practice fields. This is the final phase of the project, which included replacing turf at Chap stadium and the WHS practice fields. Replacing the pads was included in the original project scope, with the work to be completed by a different contractor than the one that installed the turf. Total project cost will come in about \$600,000 under original budget of \$1.958 million. Discussion of typical life expectancy for field padding and approximate age of current padding. The current padding shows significant wear & tear, which could compromise player safety.
- B-13 Resurface Middle School Tennis Courts. Bid proposal of \$26,700 is well below original budget of \$46,000. Discussion of potential for problems with existing slabs that might increase project cost. Several contractors bid on the project, and none expressed concerns about the slabs. Discussion of feasibility of adding lines for younger players, along with the standard markings for a full-size tennis court.
- C-09 *New* Bond Program Management Costs. Discussion of need for Project Manager to handle scheduling and oversight of construction projects. The District has contracted with TASB Facility Services on an interim basis while seeking a new Director of Facilities Operations. Once that person has been hired, we will revisit this project and determine who will serve as Project Manager, going forward. Current commitment of \$50,000 is for 4-5 months of work, with no minimum or maximum weekly time commitment. Discussion of BOC members' need to speak as one voice within the community and to effectively respond to citizen concerns about project expenditures.

Other Business:

Ray Clayton reminded BOC members that the Technology Committee is hosting the first of four Digital Learning Symposia at the PAC on October 14 at 5:00 pm, and it will be livestreamed for offsite viewing and participation.

The next meeting of the BOC will be held on Tuesday, November 10, 2015, in the EISD Central Administration Board Room at 6:00 p.m.

Motion to adjourn was made by John Havenstrite and seconded by Mike Dansby, and passed unanimously. The meeting was adjourned at 6:57 p.m.

Minutes submitted by Dina Dreifuerst, BOC Secretary.