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Meeting Minutes

Community Bond Oversight Committee, June 8th, 2021, 6:00 p.m. to 7:35 p.m.

The Community Bond Oversight Committee met virtually on June 8th, 2021 to consider and discuss and take action on the items of the agenda below. These meeting minutes are supplemented by the [meeting material](#) and the [video recording](#).

The following individuals were in attendance:

Members:

Anna Valdez, Cheryl Bradley (Tri-chair), Christy Merritt, Jennifer Carson, Julian Rivera (Tri-chair), Lawrence Huang, Leisha Johnson, Lori Moya (Tri-chair), Mark Grayson, Monica Lopez-Magee, and Peck Young

Staff & Consultants:

Adriana Cedillo, Assistant Budget Director; Carlos Canedo, McKissack Program Director; Carlos Mederes, AECOM Program Director; Charlene Rollins, Budget Director; Christian Casarez Clarke, Special Assistant to the Chief Financial Officer; Dinita Caldwell, HUB Director; Drew Johnson, Director Bond Planning; Erin Wiedoff, Administrative Assistant CMD; James Bell, Project Manager CMD; Joan Williams, Web Content Specialist; Joann Jaimes, Closed Captioner; Karla Rivera-Figueroa, Coordinator, Community Engagement; Louis Zachary, Director of Service Center; Matias Segura, Acting Chief of Operations; Ricardo Troncoso, President of ACR Engineering; Sarah O'Brien, Buie & Co. Communications; Scott Morrison, Manager, Facilities Information Systems; and Zack Pearce, Director of Project Management CMD

AGENDA

	AGENDA ITEM	FILES	SLIDES	RECORDING RUN TIME
1.	Call to Order – The meeting was called to order at 6:00 p.m.		1-3	
2.	Reminder of Best Practices for Meeting Virtually – Staff and the committee reviewed and discussed the item.		4-5	0:00:04
3.	Public Comment – No public comment were received.		6	0:01:36
4.	Approval of Minutes May 11th, 2021 Meeting – The minutes were approved with no changes.	04	7	0:01:44
5.	Committee Operations: Discussion of CBOC Members' Work During Meetings & New Members and Staff On-boarding – Staff and the committee reviewed and discussed the item.	05a-05c	8-10	0:02:33
6.	CBOC Ad Hoc Meeting; HVAC Projects – Member Report – Staff and the committee reviewed and discussed the item.		11-13	0:03:58
7.	Update on District Response to COVID 19 – impact on facilities, bond projects, and bond funds – Staff and the committee reviewed and discussed this item.		14-16	0:13:18
8.	Issues, Risks, & Substantial Changes – Staff and the committee reviewed and discussed this item	08a	17-19	0:17:03
9.	Bond Program Change Log – Staff and the committee reviewed and discussed this item.	08b	20-22	0:24:13
10.	Financial Reports – Staff and the committee reviewed and discussed this item.	08c-08g	23-29	0:24:20
11.	HUB Program – Staff and the committee reviewed and discussed this item.		30-37	1:03:45

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12.	Bond Communications – Staff and the committee reviewed and discussed the item.		38-41	1:15:08
13.	Action Items Requested by the Committee – Staff and the committee reviewed and discussed the item.		42-44	1:21:30
14.	Potential Future Items for Discussion – Staff and the committee reviewed and discussed the item.		45-47	1:27:20
15.	Adjourn – The meeting adjourned at 7:35 p.m.		48-50	1:34:08

Action Items/Requests: Throughout the meeting and under Agenda Items 10, 11, 12, and 13 committee members took action, promised to undertake, or requested the following:

- Julian Rivera requested that staff work to add narratives to the financial graphics included in the CBOC slide deck.
 - o Following Julian Rivera’s request, Mark Grayson requested that the presentation slides clearly reference their respective financial documents and that the financial documents name facilities and campuses consistently throughout.
- Mark Grayson asked that the terms “GMP” and “PCB” be added to glossary at the end of the CBOC Report to the Board of Trustees.
- Mark Grayson recommended that the 2013 Bond Program be closed out.
 - o As a follow up, Julian Rivera proposed that a written report with details of the 2013 Bond Program closeout be distributed to the committee.
 - o Matias Segura informed the committee that the closeout of the 2013 Bond Program is being worked on by Austin ISD’s Construction Management Department and Finance Department.
- Larry Huang suggested that the financial documents distributed to the committee be consolidated so that is possible for members to view the financial details of one facility or campus across multiple bond programs.
- Peck Young requested a meeting with Dinita Caldwell, HUB Director.
- Cheryl Bradley proposed that the HUB reporting reflect direct and indirect HUB spends – spending broken down between prime HUBs and sub HUBs.
- Monica Lopez-Magee suggested extending AISD text message communications to CBOC members as a method of relaying campus-specific information.
- Julian Rivera asked for a meeting with Drew Johnson and other Tri-chairs to discuss the above financial reporting requests.
- Mark Grayson proposed the use of an annual calendar.