

**Citizens Bond Advisory Committee**  
**Minutes**  
**December 19, 2013**

Present: √

<b>Committee Members</b>		<b>District Resource Personnel</b>		<b>Out of District Personnel (For presentation only)</b>	
Pete Alfaro		Dr. Salvador Cavazos	√		
Michael Beard	√	Randal O'Brien	√		
Angela Chandler	√	Dr. Melissa Duarte	√		
Don Coffey	√	Margie Grimes	√		
Tim Covington	√	Shirley Mosley	√		
Manuel Escontrias	√	Kathy Clausen	√		
Daryl Fontenot	√	David Fluker			
Bertha Harris		Bruce Riggs	√		
Tony Krause	√	Matt Flood	√		
Brennon Marsh		Steve Koester			
Chet Thiess	√	Ray Brown	√		
Dickie Woods		Tom Ortman	√		
Ron Zimmer		Brenda Garcia	√		
		Rick Walterschied	√		
		Kathy VanDerbeek	√		

**Welcome/Introductions**

Vice Chairman Daryl Fontenot called the meeting to order and welcomed everyone to the meeting.

**Minutes**

The minutes from the last meeting were presented. Don Coffey made a motion which was seconded by Michael Beard to accept the minutes. Minutes were approved by all members present.

**Bond 2013 Progress to Date**

- **Construction** – Bruce Riggs filled in for Dave Fluker and showed a PowerPoint presentation of the three new elementary schools as well as other Bond projects to update the committee on where they were in the construction process.
- Mr. O'Brien reported that RFQs for the vestibules will be opened on January 10, 2014, and will be presented to the Board of Trustees on January 26, 2014.

- **Program Management** – Mr. O’Brien reported that contract negotiations have taken a little more time than anticipated but should be in the final stages. He explained that the additional time is a result of him and Mr. Fluker reducing the scope of responsibility and a possible savings of a million dollars to the district.

Questions from the committee members:

- Tim Covington and Michael Beard requested a spreadsheet which reflects where we should be in the construction process verses where we actually are. (This is a construction site instrument that can be created, per Mr. Riggs.)
  - Daryl Fontenot asked if the concrete prices were affecting the projects.
  - Tim Covington reiterated a desire for a timeline schedule showing percentage of anticipated completion by month.
  - Don Coffey voiced that he didn’t want the fields at the campuses included in the fenced in area that would prevent kids from using the fields on weekends and in the summer. (others members concurred)
  - Michael Beard stated that he wanted a date as to when Program Management will have a contract, and he thinks they should have been hired in July.
  - Michael Beard asked what the timeline is for completing the transportation facility and how many acres are needed for the transportation site.
  - Don Coffey stated that we may be selling the Bonds too early. He believes that we should sell the second draw this summer.
- **Security**
    - **Vestibules and Fences** – Matt Flood spoke about going to other school districts to see how they secure their campuses. Mr. Flood visited Deer Park ISD and LaPorte ISD and reported that they basically were securing their facilities as we do. Mr. Flood plans to visit additional districts.
    - Mr. O’Brien spoke about the SAFE plan report in local media which appealed to districts to further develop plans for the safety of children. He stated that while we are beefing up security measures across the board, every campus will be different depending on the style of the campus. A determination will be made as to installing bollards, reducing glass or increasing camera use in front of the campus for added security. The differences will be determined by such things as physical plant, location to traffic, etc. Additionally, consultants will be making recommendations throughout the design and development stages.
    - Dr. Cavazos added that every three years the district conducts a security audit.
    - **Finance** – Margie Grimes gave a report of the current expenditures.
  - **Upcoming Projects and Timelines**
    - **Transportation** –Mr. O’Brien spoke about the new transportation facility and possible sites. He also suggested creating a sub committee to investigate the sites.
      - Michael Beard, Daryl Fontenot and Angela Chandler will meet with Mr. O’Brien and Rick Walterscheid before the next CBAC meeting to discuss options for the transportation site.

- **Q&A**

- Mr. Fontenot thanked everyone for attending the meeting and asked if there were any questions that needed to be addressed.
- The sub-committee members stated that they will meet with Mr. O'Brien and will report back to the CBAC committee at the next meeting.

**Future Meeting Dates**

The next meeting will be held on **Thursday, January 23, 2014**. Lunch will be served at 11:30 a.m. and the meeting will begin promptly at 12:00 p.m. and end at 1:00 p.m.

**Future Agenda Items**

- New Transportation Site

Meeting was adjourned at 1:10 p.m.

Respectfully submitted,  
Kathy VanDerbeek  
December 19, 2013