



Meeting Minutes/Summary
Bond Steering Committee
March 9, 2022, 6:00 p.m. to 8:00 p.m.

The Bond Steering Committee met virtually for its first meeting on March 9, 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](#) (and the [video chat transcript](#)), which are posted on the [committee's webpage](#).

The following individuals were in attendance:

Members: Nevin Hall, Katelin Trautmann, Valerie Tyler, Sally Blue, Ray Martinez, Monty Exter, Laura Razo Torres, Nadia Khan, Cuitlahuac Guerra-Mojarro, Charles Mead, Barbara Spears Corbett, April Clark, Anastasia Teague, Erica Leak.

Board of Trustees: Yasmin Wagner

Staff & Consultants: Eduardo Ramos, Chief Financial Officer; Frank Fuller, Construction Management; Jason Stanford, Chief Officer Department of Communication and Community Engagement (DCCE); Ali Ghilarducci, Assistant Director DCCE; Karla Rivera-Figueroa, Sr. Communication Eng. Coordinator DCCE; Gloria Bedolla, Communication Eng. Program Specialist DCCE; Maggie Infante, Executive Adm. Assistant; Katrina Montgomery, Assistant Superintendent of Financial Services; Beth Wilson, Executive Director Office of Planning & Assets; Adriana Cedillo, Director of Budget; Andre Andrews, Bond Budget Coordinator; Amanda Ortiz, Executive Assistant; Jacob Reach, Chief Officer Governmental Relations & Board Services; Melfi Penn, Contract Rel. Coordinator HUB; Stephanie Hawley, Equity Officer Office of Equity; Matias Segura, Chief Officer of Operations; Michael Mann, Sr. Architect Construction Management; Sarah O'Brien, Buie & Co.; Jasmine Correa, Adm. Assistant; Tamey Williams Hill, Campus Equity & Inclusion Specialist Office of Equity, Scott Morrison, Manager Facility Management System.

Visitors: Nine visitors attended the meeting.

Agenda with Meeting Notes

Note: Questions, responses and needed follow-up are captured after the agenda summary below.

	AGENDA ITEM	SLIDES	RUN TIME
1.	Call to Order Karla Rivera-Figueroa started the meeting at 6:00 p.m.	4	00:13:14
2.	Welcome and Meeting Overview	5 - 7	00:13:45

	<p>Ed Ramos welcomed members and provided an overview of the meeting.</p> <p>Trustee Wagner welcomed and thanked members for participating. She commented that it is a huge responsibility but will benefit students decades into the future. She said that the board officers will be working on appointments of co-chairs.</p>		
3.	<p>Public Comment</p> <p>There were no public comments</p>	8 - 9	00:20:41
4.	<p>Introductions</p> <p>Ed discussed the committee structure and staff support. Committee members and key staff were asked to introduce themselves.</p>	10 -13	00:21:28
5.	<p>Review of Committee Charge and Bylaws</p> <p>Frank reviewed the bylaws by article. He asked the committee members to read the bylaws, particularly sections on conflict of interest, and let him know if they had any questions.</p>	14 - 22	00:38:26
6.	<p>Discussion of Equity Training</p> <p>Matias said that the district’s intention was that every committee member go through equity training. He said that the training would not be a four hour “in and out process,” but instead the training would be incorporated into the meetings, often subject specific, and when appropriate the district would ask the district’s Equity Office to assist the committee. Matias reviewed the district’s definition of educational equity. He noted that the committee’s work should align with Seven Conditions of Student Success, and that the seventh bullet specifically related to facilities.</p>	23 - 25	00:43:58
7.	<p>Presentation: District Overview, and Bonds and Bond Processes Overview</p> <p>Ed and Matias provided a district overview focusing on district facts (square footage managed, number of facilities, etc.), recapture, bond election history, the district’s bonding capacity and tax rates, and bond proposition legal requirements.</p> <p>Ed said that the district has approximately \$1.2 billion to \$1.4 billion in bonding capacity before the district would have to raise the district’s debt service (I &S) tax rate.</p> <p>Michael discussed a timeline and how data (FCA/ESA) and the long range plan would feed into the committee’s work. The committee will receive a draft of the Long Range Plan in May.</p>	26 - 42	00:46:56
8.	<p>Potential Future Items for Discussion, Meeting Dates/Times, Locations</p>	43 - 44	1:44:10

	Michael said that the next meeting is March 30 and the committee will be meeting approximately every two weeks. Michael provided links that may be helpful to the committee.		
9.	Adjourn	45	1:55:33

Questions, Responses, and Follow-up (*questions and responses are paraphrased)

From Chat Nadia: For the distribution of funds - does the state take into account cost of living in what they disburse to each district?

Jacob: The state previously used a "cost of education" that included some basic cost of living causations, but that was stopped in 2019. We have proposed a cost of living adjustment to the basic amount of funds the state provides.

April: Does the AISD have a list of projects from previous planning efforts (2013/2017 Bond efforts and Facility Master Plan) that were identified for the future implementation?

Matias: There are no known projects. That is the work of the committee. Matias noted that there may be some Phase II projects that were in the Facility Master Plan that the Long Range Planning Committee may consider for inclusion in the Long Range Plan that would eventually be considered by the BSC.

April: What kind of accountability measures are being put in place for this round to ensure that projects actually happen?

Matias: If it is included in the bond it will go to the facility. That is the directive from the superintendent. However, projects (with an estimated cost), not money, are allocated to schools. If a project at a school comes in under budget, those remaining funds may be used to address capital needs at other campuses/facilities under the oversight of the CBOC.

The district can also provide reports from the 2017 and 2013 Bond Programs that were supplied to the Community Bond Oversight Committee (CBOC) is extensive. However, staff can distill that information and provide it to the committee through memorandum or some other means.

Note: Comments in the chat emphasized the need to work with the BSC on issues related to accountability throughout the bond planning process.

From Chat (and also in video) Monty: With HVAC in particular, is there a significant amount of federal COVID relief funding that will be used to update and upgrade those systems and is that outside or inside of the overall bond process?

Jacob: While the federal government did include HVAC systems as an allowable cost with ESSR (Covid relief for schools), they included some pre-clearance requirements and other procurement requirements that would make the timeline unattainable to have the immediate effect we would have needed to show this was done to address Covid. Plus requirements from the state limited funds available. I'm not aware of large districts that used ESSR for major HVAC work.

Ed noted that some of the funds were used for smaller items such as air purification systems, none were used for larger systems. ESSR 2 and ESSR 3 funds used.

Note: There were additional questions about what can and cannot be purchased with bond dollars. Michael said that bond counsel will present to the committee to address those questions.

Cuitlahuac: There have been 25 schools identified by the Long Range Planning Committee, in conjunction with a consultant and under the equity by design process, as needing facility assistance. Is the BSC also going to focus on those 25 schools?

Matias: We are going to consider those schools, but that doesn't mean all bond funds are going to those schools. We will be working with the Equity Office and the planning staff to link the work of the BSC with the district's equity and planning efforts.

Cuitlahuac: Is there more that bond can pay for that weren't covered in the presentation (i.e. removing furniture, relocating portables)?

Ed: You have to tie bond funds to a construction project or minor construction project. The district's bond counsel will be part of the process and will be able to answer questions more thoroughly.

Charles: A quick google search indicates there is more that bond funds can be used for than just construction.

Ed: School districts can use bond funds to make other purchases, such as musical instruments. We do need to let the public know we are using bond funds for those types of purchases. Also, interest earned on bond dollars can be used for smaller items.

Monty: There are districts that have used bond funds for technology. Is there consideration for shorter-life life expectancy?

Ed: We can accelerate principal payments to parallel the life-span of items with shorter life expectancies.

Matias: We have done large technology purchases. That will have a separate proposition under current law.

Cuitlahuac: What is the status of the 2017 and 2013 projects? How is the district going to rebuild the trust from the last bond and then subsequent closure of schools?

Ed: School closures are not being considered. The Committee Bond Oversight Committee (CBOC) provides oversight of the use of bond funds, and receives monthly/quarterly reports on bond expenditures and project status.

Needed Follow-up

- A presentation at some point on the use of the district's facility data dashboard that shows where bond funds were spent over time.
- Work with committee members to further explore accountability and reporting.
- A presentation from the district's bond counsel.