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Meeting Minutes

Community Bond Oversight Committee, August 31, 2021, 6:00 p.m. to 8:00 p.m.

The Community Bond Oversight Committee met virtually on August 31, 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:

Alex Winslow, Andrei Lubomudrov, Anna Valdez, Cheryl Bradley (Tri-chair), Christy Merritt, Dr. T Jaime Chahin, Jennifer Carson, Lawrence Huang, Lori Moya (Tri-chair), Mark Grayson, Monica Lopez-Magee, and Peck Young

Superintendent & Trustees:

Dr. Stephanie S. Elizalde, Superintendent

Staff & Consultants:

Adriana Cedillo, Assistant Budget Director; April Balcombe, Closed Captioner; Carlos Mederes, AECOM Program Director; Charlene Rollins, Budget Director; Dinita Caldwell, HUB Director; Drew Johnson, Director of Construction Management; Eduardo Ramos, Chief Financial Officer; Erin Wiedoff, Administrative Assistant CMD; Joan Williams, Web Content Specialist; Karla Rivera-Figueroa, Communication Engagement Coordinator DCCE; Lavonia Horne-Williams, Construction Contract and Procurement Services Manager; Matias Segura, Chief Officer of Operations; Sarah O'Brien, Buie & Co. Communications; and Scott Morrison, Manager, Facilities Information Systems

AGENDA

	AGENDA ITEM	FILES	SLIDES	RECORDING RUN TIME
1.	Call to Order – The meeting was called to order at 6:02 p.m.		1-3	0:00:21
2.	Reminder of Best Practices for Meeting Virtually – Staff and the committee reviewed and discussed the item.		4-5	0:00:52
3.	Public Comment – No public comment were received.		6	0:02:19
4.	Approval of Minutes June 8, 2021 Meeting – The minutes were approved with no changes.	04	7	0:02:31
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	8-12	0:03:07
6.	Issues, Risks, & Substantial Changes – Staff and the committee reviewed and discussed this item	06a	13-29	0:06:06
7.	Bond Program Change Log – Staff and the committee reviewed and discussed this item.	06b	30	1:06:21
8.	Bond Project Status Report – Staff and the committee reviewed and discussed this item.	06c-06f	31-37	1:06:49
9.	Financial Reports – Staff and the committee reviewed and discussed this item.	06g-06m	38-44	1:11:15
10.	HUB Program – Staff and the committee reviewed and discussed this item.	06n	45-55	1:35:55
11.	Bond Communications – Staff and the committee reviewed and discussed the item.		56-59	Item Not Presented

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12.	Discussion of Semi-annual Report to the Board of Trustees – Staff and the Committee reviewed and discussed the item.		60-62	2:04:53
13.	Action Items Requested by the Committee – Staff and the committee reviewed and discussed the item.		63-64	Item Not Presented
14.	Potential Future Items for Discussion – Staff and the committee reviewed and discussed the item.	09	65-67	Item Not Presented
15.	Adjourn – The meeting adjourned at 8:10 p.m.		68-70	2:07:14

Action Items/Requests: Throughout the meeting and under Agenda Items 6, 7, 8, 9, and 10 committee members took action, promised to undertake, or requested the following:

- Alex Winslow requested that the project completion date for the track and field at Ann Richards SYWL be shared with the committee. Drew Johnson agreed to retrieve this date.
- Cheryl Bradley requested a timeline depicting LBJ scope changes.
- Alex Winslow requested that LBJ's community engagement plan be shared with the committee.
- Dr. Stephanie S. Elizalde requested that the New Middle School in NE Austin be named as so on committee materials.
- Mark Grayson asked that project managers make a shift from using phrases such as "this week" or "next month" to using specific dates when discussing project matters.
- Under Agenda Item 9 and on Slide 40, *Financial Reports: 2017 Bond Financials*, Mark Grayson asked a series of questions regarding the 2017 Bond Program financial closeout. These questions prompted a discussion where it was decided that staff would answer Mark Grayson's questions offline. Lori Moya requested that answers be shared with the entire committee.
- Matias Segura recommended that he and Drew Johnson create a document that communicates how risk is managed at a program level.
- Dr. Stephanie S. Elizalde suggested that staff and the committee decide on a metric to determine which project contingency matters are brought to the committee for awareness and discussion.
- Lori Moya suggested that the committee have a follow-up meeting to discuss the *Tri-chair HUB Questions*.