



**MEETING NOTES**

**MEETING:** **Bond Oversight Committee Meeting**  
Bond Oversight Committee Q2 2018 Meeting

**LOCATION:** Booker T. Washington High School, 4204 Yale  
Houston, TX 77018

**DATE:** July 24, 2018 **TIME:** 8:30 A.M.

**PRESENT:** **Bond Oversight Committee (BOC)**  
Mr. Michael G. Davis  
Mr. Craig Johnson  
Mr. Robert M. Eury  
Mr. Gusta Booker

**Houston Independent School District (HISD)**  
Ms. Rhonda Skillern-Jones, HISD Board of Education  
Mr. Eugene Salazar, Business Operations  
Ms. Mary Lehnartz, Business Operations  
Mr. Derrick Sanders, Construction Services  
Mr. Dan Bankhead, Construction Services  
Mr. Andreas Peeples, Construction Services  
Ms. Mary Rochon, Construction Services  
Ms. Yesenia Taylor, Business Solutions  
Ms. Tonya Savoie, Business Solutions  
Ms. Cheryl Smith, Business Solutions  
Mr. James Moore, Capital Project Accounting  
Dr. Carlos Phillips II, Booker T. Washington High School  
Ms. Sheleah Reed, Strategic Engagement and Outreach  
Ms. Holly Huffman, Strategic Engagement and Outreach  
Ms. Christi Landry, Strategic Engagement and Outreach  
Mr. Alejandro Banegas, Strategic Engagement and Outreach  
Ms. Rebecca Kiest, Strategic Engagement and Outreach  
Ms. Antonia Jones, Strategic Engagement and Outreach  
Ms. Alecea Rush, Strategic Engagement and Outreach  
Mr. Mario Brown, Strategic Engagement and Outreach  
Ms. Saira Treviño, Strategic Engagement and Outreach  
Ms. Mariauna Hernandez, Strategic Engagement and Outreach  
Mr. John Gerwin, Construction Services  
Ms. Ozella Walton, Construction Services  
Ms. Veronica Bush, Construction Services  
Mr. Chandler Soloman, Construction Services  
Mr. Keith Wade, Mayor's Office  
Ms. Ashlea Turner, Governmental Relations and Strategy

**ABSENT:** Ms. Phoebe Tudor  
Mr. D.V. "Sonny" Flores  
Mr. David Quan

The general purpose of the meeting was to brief the Bond Oversight Committee Q2 2018 Meeting progress of the new construction and renovation projects funded through the 2012 Facilities Capital Program. Related issues, questions, and activities were also discussed:

**HOUSTON INDEPENDENT SCHOOL DISTRICT**

Construction and Facility Services • 3200 Center Street • Houston, Texas 77007-5909  
[www.HoustonISD.org](http://www.HoustonISD.org) • [www.facebook.com/HoustonISD](http://www.facebook.com/HoustonISD) • [www.twitter.com/HoustonISD](http://www.twitter.com/HoustonISD)



**Item 1**

**Welcome**

Construction Services Officer Derrick Sanders welcomed Bond Oversight Committee members and other guests just after 8:50 a.m. The group met at the front entrance of Booker T. Washington High School. He informed members that the meeting would begin with a tour of the new school prior to the usual proceedings. He then introduced Facilities Design General Manager Dan Bankhead and Booker T. Washington Principal Dr. Carlos Phillips to lead the tour.

**Item 2**

**Booker T. Washington Tour**

Mr. Bankhead and Principal Phillips led the committee and other attendees on a tour of the new Booker T. Washington at just after 8:55 a.m. Stops were made in the athletics wing, administrative suite, engineering labs, study workroom, community room, cafeteria/dining space, and the common area/library. Committee members had the opportunity to ask questions about the new school and its functionality.

**Item 3**

**Minutes from April 24 Meeting**

Mr. Sanders asked the group to approve the minutes from the April 24 meeting (Page 183). They were approved unanimously.

**Item 4**

**Video Presentation**

Mr. Sanders began the remainder of the meeting at 9:25 a.m. with a video presentation highlighting the new Yates High School.

**Item 5**

**Second Quarter Construction Update**

Mr. Sanders highlighted the 13 schools opening in August 2018: High School for Law & Justice, Lawson Middle School, Askew and Hilliard elementary schools, Wilson and Garden Oaks Montessori schools, Pilgrim, Eastwood and YWCP academies, and Yates, Energy Institute, Washington high schools, as well as a temporary campus to house Braeburn Elementary School, while it's original building is rebuilt after sustaining damages from Hurricane Harvey. Mr. Sanders also highlighted the six schools opening in January 2019: Kinder HSPVA, Barbara Jordan High School for Careers, Wharton Dual Language Academy, Sam Houston MTSC, and Worthing and Madison high schools. Ms. Sanders noted that the 2012 Bond Program will be 72% complete by the start of the 2018-2019 school year and will be at 83% completion by the end of the 2018 calendar year.

**Item 6**

**Supplier Diversity (M/WBE) Report and Community Outreach**

Business Solutions General Manager Yesenia Taylor told the committee about three M/WBE workshops that had been held during the second quarter — *Unstuck! Mindset Reset to Achieve* in April, *Protecting Yourself and Your Company from Liability* in May, and *Being Certified Brings Success!* in June. She also discussed other outreach the team had done with various community groups and organizations, including Construction Contractors College, Houston Community College, Greater Houston Business Procurement Forum, Houston Minority Supplier Development Council, Greater Houston Black Chamber, Port Houston, University of Houston, Women's Business Enterprise Alliance, Women Contractors Association, Houston First Corporation, Houston Hispanic Chamber of Commerce and



National Association of Minority Contractors. She noted that the M/WBE participation rate was slightly over 28 percent, and that the department is very involved with the development and success and growth of M/WBEs.

#### **Item 7**

##### **Financial Reports**

Senior Manager of Accounting James Moore reported the total budget for the 2012 Bond program was \$2.1 billion (original + supplemental), with total commitments of \$1,741,852,945, including \$317,549,111 in encumbrances and \$1,424,303,834 in expenditures. Available funding is \$360,597,018.

Committee Member Gary White asked if the total commitments included supplemental funding, Bellaire High School, and Harvey rebuild projects. Mr. Sanders responded that it included supplemental and Bellaire, but it did not include Harvey rebuild projects.

Mr. Sanders explained that there was \$100 million forecasted savings that they offered to give back or use for other projects, and the board opted to use the funds for other projects, such as adding pools to Milby HS, Yates HS and Booker T. Washington HS.

Mr. White asked about the average cost-per-square-foot for building the new schools. Mr. Bankhead stated that it was \$250 to \$255.

#### **Item 8**

##### **Bond Communications**

Business Operations Strategic Engagement and Outreach General Manager Holly Huffman reported that the team held five milestone events in the second quarter: Scarborough, Sharpstown, North Forest, Wisdom, and Furr high schools. They have also focused on preparing the 13 new schools for opening. The team has been working with school administrators to provide parent communications, including letters, callouts, maps, FAQs for the transitioning schools. The team also is creating social media teaser videos for all new campuses to generate buzz in advance of their openings. On the first day of school, the team will provide full, on-site coverage to promote the new campuses. Ms. Huffman said the team also continues to grow the "@Build\_HISD" twitter account, noting that the following continues to grow steadily. She further noted that the team will be holding milestone events during the third quarter for new schools being opened.

Ms. Huffman also added that the team received awards from the National School Public Relations Association for the bond newsletter, the North Forest HS teaser video, the bond twitter account and a Worthing HS feature story

#### **Item 9**

##### **Looking Ahead**

Mr. Sanders noted there are six schools opening in January 2019: Kinder HSPVA, Wharton Dual Language Academy, Jordan High School for Careers, Madison High School and possibly Sam Houston MSTC, which is on track to finish early. That leaves just Lamar, Northside, Austin, and Bellaire high schools under construction under the bond program. By the end of 2018, the bond will be at 83% completion.

Deputy Chief Operating Officer Eugene Salazar briefly discussed plans for a potential November 2019 bond referendum. He stated that the district has completed an initial survey



to gauge interest in the bond and was in the process of looking at the results. Next up would be an online survey.

Mr. Eury stated that he was impressed with the scope of the bond program and felt it was beneficial for the entire district to build more schools and for the team to communicate the success of the program. Committee Member Craig Johnson inquired about how the district was going to ensure schools are going to be maintained. Mr. Sanders replied that they now have a database system in place to track necessary maintenance needed to maintain the lifespan of schools and equipment. He added that the database is maintained by HISD Facility Services.

Mr. Sanders then closed the meeting by thanking attendees for coming out and participating.

The information outlined above reflects the author's understanding of the key discussions and decisions reached during this meeting. Should there be any additions and/or clarifications to these meeting notes, please notify the author in writing promptly. These notes will be relied upon as the approved record of the meeting, unless a written notice to the contrary is sent to the author within seven (7) days of the submission of these meeting notes.

Prepared by HISD Business Operations Strategic Engagement and Outreach.