

## MINUTES

### **MEETING DATE: December 13, 2017**

The CBOC met at 5:00 p.m., December 13, 2017, at the Brazosport Independent School District Administration Building, 301 W. Brazoswood Drive, Clute, Texas, with the following members present:

Donald Caldwell	Jody McCollough
Randy Dane	Terry McCollough
Pete Knodel	Vinay Singhanian
Donald Lamont	June Strambler
Jim Martin	Kirk Willson

The following members were absent:

David Fritz	Christina Morales
Edward Garcia	John O'Connor
Louis Guidry	Gerald Roznovsky
Drew Lindsey	David Stephenson
Carolyn Kirk	Trey Sullivan

The following staff and Board of Trustee members were present:

Monty Burger	David Mendoza
Alec Journeay	John Murtell
Rebecca Kelley	Stephen West
Danny Massey	

The following staff and Board of Trustee members were absent:

Rachel Arthur	Traci, Phillips
Jerry Adkins	Ron Redden
Brian Cole	Clara Sale-Davis
Mason Howard	Jay Whitehead
Jessie Jennings	

The following individuals signed the register as visitors:

None

## AGENDA

### **Introduction and Welcome**

- Rebecca Kelley began by welcoming everyone

### **Review and Approval of Minutes of September 20, 2017**

- Rebecca Kelley presented minutes from September 20, 2017
- Jim Martin identified that Randy Dane was listed under the members absent section twice
- With the above correction and following a review of the minutes, a motion was made by Jim Martin and seconded by Donald Lamont for approval of the minutes as presented
- With only 10 members present, the motion passed unanimously from the 10 members present
- Will need approval from at least one additional member

## **Review of Project Status**

### **2012 Bond**

Rebecca Kelley presented the Bond Project summary sheet updated though August 31, 2017 and indicated that as of November 30 2017, \$35,209,475 or 87.37% of the bond funds have been obligated for purchase, which is up from \$33,406,598 or 82.89% as of August 31, 2017. The following were noted contributors to the increase:

- Teacher and staff laptops
  - Utilizing a purchasing cooperative was approved by the committee via email November 10, 2017
- Various summer painting projects
- Fencing project at Roberts Elementary for special needs playground area
- Fencing/Gate at Brazosport High School
- Instruments for Orchestra and Band
- 2 Mowers

### **2014 Bond**

Rebecca Kelley presented a construction update for the 2014 bond projects. She indicated that as of November 30, 2017, \$71,255,494 or 40.72% of the bond funds have been obligated for purchase, which is up from \$69,536,052 or 39.73% as of August 31, 2017.

- Package A projects from Summer 2016 are complete
- Package B & CTE projects from Summer 2017 are sustainably complete
- Summer 2018 project planning is underway:
  - Kitchen upgrades at Polk and Griffith Elementary Schools
  - Press box improvements at Lake Jackson and Clute Intermediate Schools
  - Media Center upgrades at Bwood, Bport, LJI, CIS, FIS, SFA, Velasco, Polk, Griffith, Rasco and Lanier
  - Additional classrooms, gym, replacement windows at SFA Elementary
  - Exterior door replacements at Brazoswood High School
- Roberts Elementary replacement campus will be bid out in October of 2018. This will be a more opportune time to secure best available pricing.
- Projects still in construction phase are:
  - New Beutel Elementary-Phase 2 (pictures presented)
  - Freeport Elementary (pictures presented)

### **Reallocation of Project Funds – 2012 Bond**

- Rebecca Kelley presented that the maintenance department requested the following reallocations
  - HVAC Service truck is a 2000-year model with over 170,000 miles. This is the only truck that has a lift for HVAC technicians to service cooling towers/chillers. There is a 90 day lead time with dealership on a new one so we need to be proactive in having this vehicle replaced to avoid any interruptions to routine service of HVAC equipment or having to contract out repairs due to truck/lift being out of service.
    - The request is to reallocate \$54,500 from contingency fund to the service vehicle line to proceed with purchasing a new F350 4x2 truck w/crane.
  - Cooling Towers at Clute Intermediate were estimated to have a useful life through 2020. The current towers are galvanized and due to the salty and corrosive environment, the metal components have deteriorated and will need to be replaced during the summer of 2018. The District is now utilizing fiberglass cooling towers which will provide 20 years of useful life.
    - The request is to reallocate \$200,000; \$74,823 from the Long Elementary Chiller line, \$20,000 from the Long Elementary Boiler line, \$8,985 from the Administration HVAC line and \$103,809 from contingency account. Note that Freeport Elementary from the 2014 bond program is replacing Long Elementary and the Admin HVAC was completed under budget.

- The Bogan Intercom System at Clute Intermediate has exceeded its useful life and needs a complete panel replacement. The replacement will include new head end equipment and amplifiers, toning/labeling all existing intercom circuits, programming and commissioning.
  - The request is to reallocate \$29,927 from contingency fund to the Bogan Intercom line to complete the panel replacement.
- Motion made by Jim Martin to approve the requested reallocations and a second by Vinay Singhania; passed unanimously from the 10 members present.
- Will need approval from at least one additional member

**Reallocation of Project Funds – 2014 Bond**

- None

**Question/Discussion/Suggestions of Items**

- **Jody McCollough expressed the following concerns on the completed new Buetel Elementary:**
  - The awning does not provide sufficient coverage during dismissal when it is rainy
  - Access to restrooms for visitors; not located conveniently to areas such as the gym and cafeteria. They have to utilize the student restrooms.
  - Restrooms for grade level wings are not conveniently located; at the end of the halls which makes it hard for teachers.
- Terry McCollough suggested forming a lessons learned committee to solicit feedback and input from teachers.

**SCHEDULING AND UPCOMING MEETINGS**

Next scheduled meeting is March 21, 2017 from 5-6 pm at the Administration Building room D-7.

There being no further business, the meeting adjourned at 5:35 p.m.

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