

Bond Oversight Committee Meeting
Longview ISD
October 22, 2024
6:30 p.m.
Education Support Center Board Room, Longview, Texas

Those Present

Dr. Wayne Guidry	Jon Cromer
Matthew Prosser	Karen Haas
Paul Miller	Crystal Carbajal
John Erickson	Todd Kelsey
JoCarol Cox	Krupal Patel
LaDarian Brown	Michelle Mangrum
Jesus Mancha	Jarius Rockmore
Leah Hickman	Julie Ford
Jasmine Stoker	Andrew Snell
Thomas Norris	Traci Beard – (Preparation of Minutes for First Meeting)
Daryl Williams	

1. Open the Meeting

Matthew Prosser opened the meeting at 6:30 p.m. thanking everyone for attending.

He then opened the floor with discussion on roles for the officers.

After discussion from the committee, Mr. Prosser then opened the floor to nominations for Election of Officers.

2. Election of Officers

(Committee members will nominate and vote for the following leadership positions)

- **Chair** –
Motion to nominate Karen Haas as Chair was made by JoCarol Cox
Seconded by Thomas Norris
No Discussion
Majority Vote - Motion Carried
- **Co-Chair** –
Motion to nominate Thomas Norris as Co-Chair was made by Lauren Land
Seconded by Jon Cromer
No Discussion
Majority Vote - Motion Carried
- **Secretary** –
Motion to nominate Lauren Land as Secretary was made by Krupal Patel
Seconded by Jon Cromer
No Discussion
Majority Vote - Motion Carried

3. Review and Approval of By-Laws

(Review the Proposed By-Laws and Guidelines for the Bond Oversight Committee and Take any Necessary Action to Approve them)

Brief Summary of Discussion on By-Laws for the Bond Oversight Committee

There was lengthy discussion regarding the By-Laws and Guidelines for the Bond Oversight Committee. There was concern on verbiage regarding duties as this is not a paid position and the committee is not overseeing the financial decisions on the bond projects. The oversight committee provides communication. Another comment was that the By-Laws don't go with the Oversight Committee. Matthew Prosser stated that the By-Laws are a starting point that the LISD Board approved at the October 21, 2024 regular board meeting. He stated that we could approve with modifications making sure we are leaning towards oversight not decision-making.

Thomas Norris gave a handout to be noted in the minutes. The following was noted in his handout:

- Get a good contract
- Check BBB
- Low bidder is not always the best
- Look at the workmanship and ask for references
- Ask the time for completion
- The contractors will check on the jobs and materials and be the mediator
- Contractors should be able to get the job started without making a monetary draw and enough work completed to get a draw
- Make sure lumber materials are protected from the weather every day. Also, safety, security and cleanliness.
- Make sure we get quality materials at a competitive price
- What percentage are we paying the architect?
- Estimate time to complete the jobs
- Check the reputation of the contractors
- Make sure there are cameras and lights on materials
- Make sure employees wear proper PPE gear
- Make sure when jobs are completed that they will come back and are agreeable to fix any problems

Matthew Prosser asked for a show of hands for the approval of the By-Laws and Guidelines for the Bond Oversight Committee (with modifications). All approved with a show of hands with none-opposed.

4. Presentation: Procedeo and E4

Paul Miller with Procedeo and John Erickson with E4 gave PowerPoint Presentations of the Bond Updates. These updates were also given during the October 21, 2024 regular board meeting. There was discussion on the following:

- Career and Technology
- When will the community see the plans?
- Procedeo website will be up and running sometime next week per Mr. Miller. The website will be updated daily with photos, etc.
- Discussion on RFQ's
- Sites for the projects / distance for walking/ busing /safety / time to get to classes, etc.
- Historically Underutilized Businesses Program – Dr. Guidry gave a brief overview of HUB
- High School renovations (begin on 2nd floor first)
- Lobo Den / Lobo Coliseum / Early Childhood Learning Center / Athletic Facilities
- Lighting / Utilizing existing poles vs replacing them / Solar Panels (Schneider Electric Solar Projects for the district – Costs Savings)
- Drains / HVAC
- Projects during the upcoming holidays
- Grants for renovations
- IonWave Procurement Software – Vendors can register with Longview ISD specific to the service they provide. When LISD solicits bids, they go to every vendor that registered for that specific service. Improves communication between the district and vendors.
(bids.LISD.org)
Registration is free

5. **Public Comments** – There were no public comments.

6. **Conclusion:** Matthew Prosser closed the meeting at 7:53 p.m.

Note: The next meeting is in February, 2025. Karen Haas will set the meeting date.

Approved on _____, 2024

Karen Haas, Chair