

State of New Mexico
Public School Capital Outlay Council

PSCOC Members

Joe Guillen, *NMSBA – Chair*
Charles Sallee, *LFC*
John Sena, *LESC*
Amanda Lupardus, *PED*
Martin Romero, *CID*
Stewart Ingham, *PEC*
Randall Cherry, *LCS*
Ashley Leach, *DFA*
Elizabeth Groginsky, *OG*



Public School Facilities Authority

Iris Romero | Executive Director
Larry Tillotson | Deputy Director of Operations & Outreach

MEETING MINUTES

PSCOC Full Council Meeting
State Capitol Building, Room 307 – May 14, 2025

*Unofficial notes drafted for the convenience of subcommittee members and subject to revision at member request.
Please note that further details and information regarding the meeting can also be found in the eBook.*

I. Call to order – Joe Guillen, Chair

The Public School Capital Outlay Council (PSCOC) meeting on May 14, 2025, was called to order by Chair Joe Guillen at 9:01 AM.

A. Roll Call

Roll call was conducted, and a quorum was confirmed to be present for the meeting.

B. Approval of Agenda*

The agenda was reviewed, and no adjustments were proposed. The Chair called for a motion to approve the agenda as presented, Mr. Ingham made a motion, and Mr. Sena seconded, and the motion passed unanimously.

C. Correspondence

No Correspondence.

II. Public Comment

No Public Comment occurred.

III. Finance

A. PSCOC Financial Plan

Mr. Matthew Schimmel, Deputy Financial Officer at PSFA, presented the executive summary and outlined the key points of the financial plan, providing a comprehensive review of all recent updates. During the discussion, Mr. Guillen inquired about the Project Status Report (PSR), expressing surprise that several projects were funded through multiple bond issues. Mr. Schimmel clarified that this funding structure resulted from the phased nature of project implementation, which necessitated the use of different bond cycles over time. The finance report emphasized year-to-date financial activity and funding allocations, noting a \$14 million increase. Particular attention was given to Des Moines Municipal Schools' request for teacher housing construction funding, which included a state match of \$198,000 and a local match reduction of \$1.2 million, culminating in a total request of \$1.4 million.

The report also summarized awards approved during the special PSCOC meeting. Hobbs Middle School received a \$31.2 million state match and a \$14.1 million waiver, resulting in a total award of \$45.4 million. Heizer Middle School was awarded \$33.6 million in state funding. Additionally, the Council was informed of a language modification for Anne Parish Elementary in Los Lunas, which redefined the project scope from a partial renovation and replacement to a full replacement, with no additional fiscal impact. The award schedule was revised to reflect the increasingly common practice of multi-bond funding across projects. This update incorporated detailed tracking of bond allocations to enhance transparency and oversight. The Council discussed the implications of phased funding and emphasized the importance of maintaining clarity in monitoring project progress across multiple funding sources. No further discussion occurred.

IV. Consent Agenda*

All the Consent Agenda items were approved in a single motion. Mr. Ingham requested items IV.D and IV. E to be removed from the Consent agenda for discussion.

A. April 14, 2025, PSCOC Meeting Minutes*

Council approval of the April 14, 2025, PSCOC Meeting Minutes.

Discussion: A correction was verbally made to the April 14, 2025 meeting minutes concerning the attribution of geotechnical services. Mr. Gerken clarified that the statement recorded in the minutes—"Mr. Mathew Gerken, Senior Projects Manager at PSFA, who had been involved in the project for six years, mentioned that FBT was the design team, and Franken was the geo tech team and contractor"—was, in fact, documented correctly. Mr. Gerken acknowledged that he had misspoken during the meeting, and the minutes accurately reflected his original statement.

B. April 24, 2025, Special PSCOC Meeting Minutes*

Council approval of the April 24, 2025, PSCOC Meeting Minutes.

C. P20-007 Des Moines Teacher Housing Construction Funding Request*

Council approval to amend the current Standards-based award to Des Moines Municipal Schools (DMMS) to include:

- Construction phase funding for three teacher housing units, totaling \$1,419,172 with a state match of \$198,684 (14%) and a local match of \$1,220,488 (86%)
- A waiver of the local match totaling \$1,220,488 for a revised state match of \$1,419,172 (100%) and a revised local match of \$0 (0%), for the construction of three teacher housing units.

Discussion: Mr. Romero requested that staff revise the materials in accordance with the discussions held during the Awards Subcommittee meeting. The requested clarifications included the use of accurate terminology—such as distinguishing between modular and pre-manufactured housing—and the correction of minor language inconsistencies within the documentation.

D. P22-004 Ann Parish (Los Lunas) - Award Language Change*

Council approval to amend the current 2021-2022 Standards based award language to Los Lunas Public Schools (LLPS) for Ann Parish Elementary School (P22-004) to include new construction of the replacement facility in lieu of partial replacement/renovation of the existing facility.

E. BDCP Category 1 (Fiber Optic) Awards*

Council approval for the renewal of state match of up to \$187,738.00 to Gallup McKinley (Tse' Yi' Gai HS) and up to \$103,687.93 to Jemez Mountain (Lybrook ES) for E-rate funded projects to upgrade the internet infrastructure serving the schools to fiberoptic.

F. BDCP Category 2 (Network Equipment) Award*

Council approval for Broadband Development and Connectivity Program (BDCP) award of an actual E-rate-approved project amount to provide the state match for application funding year 2024 for Category 2 (Network Equipment) to Clayton Schools for a total of \$412.23.

G. Recertification of SSTBs*

Council approval to adopt the Resolution, Notification, Certification, and Reconciliation of unexpended bond proceeds as follows:

- SSTB22SD 0001 – Certifying the net amount of \$1,419,172 to be used for other PSCOC awarded projects.
- SSTB23SD 0001 – Certifying the net amount of \$5,547,355 to be used for other PSCOC awarded projects.
- SSTB24SB 0001 – Certifying the net amount of \$293,577 to be used for other PSCOC projects.

MOTION: The Chair called for a vote and all members were in favor of approving the consent agenda items. There being no opposition, the motion passed.

APPROVED

V. Informational

A. Project Status Report

Mr. Larry Tillotson introduced the item, followed by Mr. Jason Guana, CIMS Manager at PSFA, who provided a historical overview and highlighted key aspects of the Project Status Report (PSR). Mr. Mathew Gerken Senior Project Manager at PSFA, elaborated on his department's strategy for integrating the new PSR system, while Mr. Tillotson emphasized the importance of adhering to the proposed implementation timeline. Mr. Guillen commended the staff for their efforts and underscored the significance of the PSR in supporting project oversight. Ms. Leach expressed appreciation for the development of the timeline and accompanying policy framework. Mr. Gerken confirmed that the PSR would be implemented following project award and maintained throughout the design phase. Ms. Leach recommended the development of an alert system to notify staff of project tracking and progress updates. In response, Ms. Romero noted that the agency would collaborate with Trimble to incorporate automated alerts for instances of inactivity or missing reports. Mr. Ingham requested a simplified version of the report with greater emphasis on identifying projects lacking progress. A definitions page was proposed for inclusion to aid in interpretation, and Ms. Leach further suggested that Council members receive training on how to effectively read and utilize the report.

The Council received a comprehensive update on the PSR tool, which had not been presented since 2023. The tool, designed to monitor 160 active projects, was undergoing redevelopment using a new business intelligence module aimed at enhancing reliability and customization. Ten pilot projects were selected to test the updated system. The revised PSR would include financial tracking, and updated schedules maintained collaboratively by regional managers, design professionals, and contractors.

VI. Next PSCOC Meeting – June 11, 2025

VII. Adjourn

The next meeting was scheduled for June 11, 2025. Conflicts with the Government-to-Government meeting involving tribal leaders were noted and Council member Elizabeth Groginsky requested staff to reschedule the meeting. Staff accepted the request. Council member Ashley Leach requested early access to certification materials and alignment between subcommittee chairs and staff to ensure readiness. There being no opposition the meeting was adjourned at 9:47 AM.

S. J. M. M. M. Chair
6/12/23 Date

**Please Note: Italic motions indicate amendments.*