



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

Wednesday, October 9, 2019
Tour: 6:00 p.m., Meeting: 6:30 p.m.

W.C. Overfelt High School, Room D-206
1835 Cunningham Ave, San Jose, CA 95122

The following were in attendance.

CBOC

Godbole, Rajesh
Got-Lopez, Melissa
Hermange, Debbie
LoMonaco, Bud
Meadows, Abigail
Mueller, Raymond
Navani, Vikas
Schimmel, Barry

CBOC Member(s) Not Present

Gomez, Lety

ESUHSD

Huynh, Tom
Jew, Chris
Kwong, Kelly
Lanford, Kathy
Lucas, Julio
Nguyen, Nhu
Nguyen, Tu
Nguyen, Sandy
Soto, Moises
Tran, Shelby
Unger, Janice

Guest(s)/Community Member(s)

Dao, Minh (VPCS)
Lim, Alex (VPCS)
Serrano, Brenda

Board of Trustees

Chavez, Lorena

1. CALL TO ORDER/ROLL CALL
Meeting was called to order at 6:41 p.m. by CBOC Chair Abigail Meadows.
2. PUBLIC COMMENT
None
3. REVIEW AND APPROVE MINUTES FOR PRIOR MEETING
A motion to approve July 10, 2019 meeting minutes was made by member Raymond Mueller and seconded by member Melissa Got-Lopez. Motion was carried (8-0). The motion passed unanimously with the note to correct the last name of guest Brenda Serrano that was misspelled as "Serran" (under Public Comment section, Page 1).
4. UPDATED ITEM(S) FROM CBOC CHAIR
4.01 Selection of Sub-Committee for CBOC On-Boarding Process. The Sub-Committee will be responsible for outlining welcoming procedures for new members, as well as developing guidelines to help new members understand their specific duties and responsibilities within the Committee.



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Chair Abigail Meadows welcomed Debbie Hermange to the CBOC Committee. Board of Trustees Lorena Chavez noted that Lety Gomez, another new member, could not attend the meeting due to her being on medical leave. Per Chair Abigail Meadows, the Sub-Committee for CBOC On-Boarding Process now has three members, Melissa Got-Lopez, Ray Mueller, and herself. She asked if anyone else was interested in joining. Melissa Got-Lopez added that the Sub-Committee have not met since the last meeting. Abigail Meadows invited members to provide inputs on the CBOC On-Boarding Process. She mentioned that a date will be selected to onboard all new members. Abigail Meadows also noted that three (3) members can be in a meeting without having to make the meeting public. Raymond Mueller expressed concerns about the quorum requirements. Tom Huynh confirmed that a quorum is five (5) for nine (9) active members.

4.02 Selection of Community Outreach Sub-Committee. The Sub-Committee will be responsible for introducing the East Side Bond Program to the community and showing the community how to get involved in the Program.

Abigail Meadows informed that the Community Outreach Sub-Committee currently has three (3) members, Melissa Got-Lopez, Raymond Mueller, and Abigail herself. She asked if anyone else was interested in joining as they still needed a lot of help with introducing the East Side Bond Program to the community.

Melissa Got-Lopez updated the Committee on what the Sub-Committee had accomplished so far:

- Finalized the annual report to be presented to the Board of Trustees at the August Board Meeting and ready to be distributed to the community.
- Discussed and determined how to best distribute and share the annual report.
- Designed a flyer with the QR code to distribute to the community so that people can easily scan the code with their smartphones and access the bond program website.
- Came up with different ways to share the information with the community and how to actually get the information out there, such as:
 - Post the flyer at coffee shops, libraries, community centers, and lobbies of the high schools.
 - Each of the Committee members take some of the flyers and distribute them around to their own areas and some of the business groups if they are a business member.
 - Each of the Committee members send the flyer (in PDF format) to everybody in their networks so that they can share it to their social media, for instance, LinkedIn, Facebook, Twitter, Instagram, YouTube, etc.

Board of Trustees Lorena Chavez expressed that she liked the flyer and the idea of incorporating the QR code on the flyer as she had tried scanning it on her smartphone and was able to access the website instantly. She mentioned that she would post the flyer on her social media channels and asked if the flyer was also available in different languages (e.g. Spanish, Vietnamese). The Sub-Committee responded that they did not have the ability to do so; however, they would look into doing it. Nhu Nguyen then volunteered to translate the flyer to Vietnamese and Abigail Meadows agreed to translate the flyer to Spanish. Melissa Got-Lopez complimented Nhu Nguyen on the design of the bond website, the information it provided, and the ease of navigating through the website. Barry Schimmel shared 'MPUSD 60 Seconds', a video clip that was created by Monterey Unified School District, and explained how people could easily get the concept of what was going on within 60



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seconds after watching it. He recommended the District look into creating something similar to that for the community.

5. REPORTS

5.01 Project Updates *(presented by Julio Lucas, Senior Manager of the Bond Program)*

Julio Lucas provided a slide presentation of the project updates (projects over 5 million dollars). He also answered questions and concerns from the Committee.

- **Education Center Adult Transition Program North**

Anticipated Completion Date: August 2020 – Project Budget Amount: \$6,825,000.00

This building is located at the Education Center. It includes a space that has classrooms, vocational areas, and a kitchen for Adult Transition Program (Post Senior Program) students to learn kitchen functions, and to help them adjust to everyday life beyond their high school experience. There is an apartment that will simulate a traditional environment that they will find in their adult life.

- **Santa Teresa Soccer Field Conversion to Synthetic Turf**

Anticipated Completion Date: January 2021 – Project Budget Amount: \$6,728,400.00

This is a replacement of the natural turf field (natural grass) with an all-season synthetic turf field using the models from Bellarmine College Preparatory, Foothill High School, and Del Monte Park.

- **William C. Overfelt Music, Art and Administration New Building and Central Quad Modernization**

Anticipated Completion Date: February 2021 – Project Budget Amount: \$32,397,309.06

This project is currently under construction. Slideshow of progress images were presented in addition to the tour prior to the meeting.

- **Silver Creek New Classroom Building K and Buildings J and T Modernization**

Anticipated Completion Dates: December 2022 (Building K) & May 2021 (Buildings J&T) – Project Budget Amount: \$23,200,000.00

Building K will be a two-story component based modular building. We are in the process of planning and procurement.

- **Evergreen Valley Cougar Hall, Library, and Valley Modernization**

Anticipated Completion Date: November 2022 – Project Budget Amount: \$22,731,580.00

We have met with the Steering Committee and are in the process of planning, procurement, and hiring the design builder. We have received qualifications from three (3) builders and they are now being evaluated.

- **Andrew Hill Student Union Building with Performing Arts Classroom**

Anticipated Completion Date: December 2022 – Project Budget Amount: \$22,453,062.00



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We met with the Associated Student Body (ASB) during class to show them the floor plans and receive their feedback. The interactive activity provided an opportunity for the students to express their thoughts and opinions of their priority choices of the plans.

- **Santa Teresa New Classroom Building**

Anticipated Completion Date: December 2022 – Project Budget Amount: \$12,477,277.00

The new building will be a permanent structure that replaces the existing portables on campus.

- **Independence New Student Union & Building E-Music Building Modernization**

Anticipated Completion Date: February 2023 – Project Budget Amount: \$26,577,792.00

The Steering Committee and School Site Council (SSC) met this week about the project. The new Student Union will become the A-Commons building. The District is considering including the music classroom (building E) and the restrooms inside this building.

5.02 Capital Program Budget Adjustment Report *(presented by Janice Unger, Director of Bond Purchasing & Contracts)*

Janice Unger provided the Capital Program Budget Adjustment Report from June 5, 2019 through August 15, 2019, that had been approved by the Board of Trustees. This is the monthly report that went to the Board for project budget approval.

5.03 Budgets and Expenditures Report *(presented by Janice Unger, Director of Bond Purchasing & Contracts)*

Janice Unger presented the report of Board Approved Budgets and Expenditures on all bond measures through August 31, 2019. She provided an updated summary of the overall budget, including total remaining contract commitments, total expenditures, and total remaining site allocation. The data was presented in the graph and pie-chart format and was well-received by the Committee.

Motion to accept the Budgets and Expenditures Report was made by Vikas Navani and seconded by Bud LoMonaco. Motion was carried (8-0). The motion passed unanimously.

6. CONFIRMATION OF NEXT MEETING

The Committee agreed on Wednesday, January 15, 2020, at 6:30 p.m. at Evergreen Valley High School.

7. ADJOURNMENT

Chair Abigail Meadows adjourned the meeting at 7:59 p.m.



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Minutes approved by: Abigail Cruz-Meadows Abigail Cruz-Meadows
Abigail Cruz-Meadows (Jan 16, 2020)

Print name

Signature

Jan 16, 2020

Date

Questions/Answers/Comments (Q/A/C)

REPORTS

5.01 Project Updates (presented by Julio Lucas, Senior Manager of the Bond Program)

- Q: Why is Santa Teresa High School the only one to have the soccer field converted to synthetic turf? What happened to [other schools]? Why don't they get one? (Julio Lucas)
A: This is within Santa Teresa High School's bond allocation and this is on the top of the list of things they want to do, and is approved by their School Site Council (SSC) and the Board of Trustees. (Julio Lucas)
- Q: What is the life expectancy of this synthetic field? (Barry Schimmel)
A: 12 years for the complete redo of the top surface and 20 years cycle for the whole thing. (Julio Lucas)
- Q: What is the size of the synthetic turf field? (Barry Schimmel)
A: About the size of a football field, about two acres. (Julio Lucas)
- Q: What type of upkeep or maintenance do synthetic turf fields require? (Debbie Hermange)
A: The fields are maintained annually to meet safety requirements and to preserve the life of the material. In addition to that, we have a machine that brushes up metal and debris every other month. (Julio Lucas)
- Q: Can the turf fields be monetized and rented out, for instance, for a larger soccer game? (Raymond Mueller)
A: Yes, and that can be done through Facilitron at the site. (Julio Lucas)
- Q: Is there a warranty for the product (synthetic field)?(Barry Schimmel)
A: Yes, as long as the field is properly maintained and records are kept up-to-date. (Julio Lucas)
- Q: Do they (builders, contractors) anticipate they are going to stay within budget in two years (labor and materials, etc.)? (Bud LoMonaco)
A: Nobody can predict what the market will do; however, we do factor in percentage of increase over time for escalation. Our goals and objectives is to stay within the budget amount. (Julio Lucas)
- Q: Will bid go out again after two years if there is a change order? (Barry Schimmel)
A: No, bid will not go out again. (Julio Lucas)
- C: I know Evergreen is the newest school and it seems like you are radically changing the campus of a newer school. (Melissa Got-Lopez)
A: It is the functionality of the space. For example, the library, because of the way it is situated and isolated, it can be locked off and turned off completely and not used in a way that flows. So, even though this is a newer campus, we are making changes for better use of existing bones of the buildings. (Julio Lucas)
C: The campus was not built for its current population, and having the Student Union will add asset and more square footage to the school in general. (Tom Huynh)
C: The original builder probably made it for a smaller population. (Bud LoMonaco)



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5.02 Capital Program Budget Adjustment Report (presented by Janice Unger, Director of Bond Purchasing & Contracts)

- Q: What does DW means? (Abigail Meadows)
A: District Wide. (Janice Unger)
- Q: Are there any over budget projects? (Barry Schimmel)
A: We do not have any over budget project. (Janice Unger)
C: Bid usually comes in under or within budget, and this is due to well-planning. (Julio Lucas)
- Q: How big is the District Wide [Information Technology Contingency] Fund? (Raymond Mueller)
A: Information Technology projects are different. They are not based on bidding. (Sandy Nguyen)
- Q: Is the technology bond Tech I?
A: Yes, it is called Measure I Technology Bond. (Julio Lucas)
C: District does not get to name the bond. (Barry Schimmel)
- Q: Are all the old bond measures closed out (Measures G & E)? Are the only active bond measures I, Tech I, and Z?
(Melissa Got-Lopez)
A: We still have a little bit of money left on Measure G and we are spending it down. (Janice Unger)
- Q: What is Fund 25 & Fund 35? Why are these funds on the report? (Bud LoMonaco)
A: Fund 25 is the Developer Fees and Fund 35 is School Facility Fund. (Janice Unger)
C: Although Fund 25 (Developer Fees) and 35 (Facility fund) are not bond related funds, we are required to put them on this report because they are capital funds. We use these funds to build and modernize buildings outside of the scope of the bond language. (Sandy Nguyen)

2019 1009 CBOC Meeting Minutes

Final Audit Report

2020-01-16

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