



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

Wednesday, April 21, 2021
Meeting: 6:00 PM

Zoom Webinar
Meeting ID: 856 0555 5018 | Password: 655124

The following were in attendance:

CBOC

Got-Lopez, Melissa (Joined 7:30pm)
Meadows, Abigail
Mueller, Raymond
Roberts, Christopher
Traynor, Patrick

ESUHSD

Gaska, Elicia
Huynh, Tom
Jew, Chris
Kwong, Kelly
Lucas, Julio
Mayhew, Brandie
Nguyen, Cathy
Nguyen, Nhu
Nguyen, Sandy
Phelps, Randy
Sidlauskas, Matt
Silveira, Roger
Tran, Shelby

Guest(s)/Community Member(s)

Gharaibeh, Ahmad (Eide Bailly LLP)
Lim, Alex (Van Pelt Construction Services)
Thach, Mony (Van Pelt Construction Services)
Escobar, Joe (Eide Bailly LLP)
Morrison, Alex (Gilbane Construction)

CBOC Member(s) Not Present

Hermange, Debbie
Navani, Vikas

Board of Trustees

1. CALL TO ORDER/ROLL CALL

1.01 Call to Order/Roll Call

Chair Raymond Mueller called the meeting to order at 6:10 PM.

2. PUBLIC COMMENT

2.01 Public Comment

No comment.

3. REVIEW AND APPROVE MINUTES FOR PRIOR MEETING

3.01 January 13, 2021 Meeting

A motion to approve January 13, 2021, Meeting Minutes was made by member Christopher Roberts and seconded by member Patrick Traynor. Motion was carried (4 – 0). Aye.



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4. ITEM(S) FROM CBOC CHAIR

4.01 Propose to adopt Yearly Meeting Calendar

A motion to approve the proposed CBOC yearly meeting calendar was made by member Christopher Roberts and seconded by member Patrick Traynor. Motion was carried (4 – 0). Aye.

4.02 Discuss Vice Chair's Role

Chair Raymond Mueller noted that Vice Chair, Melissa Got-Lopez, could not be here due to a schedule conflict with another school board meeting and discussed the possibility of Melissa Got-Lopez stepping down from her role if she is unable to attend future meetings. Chair Raymond Mueller also noted that the election for next year is coming up if members are interested in any of the officer roles.

4.03 Review The Draft Of CBOC Annual Report Fiscal Year 2019-2020

Chair Raymond Mueller noted the draft of CBOC annual report was created by the district staff (Nhu Nguyen) for the committee to work on and that the CBOC will give feedback after it is presented tonight.

Nhu Nguyen noted that she implemented last year's feedback from the subcommittee to add on this year's draft report. The new subcommittee can use the existing framework to add on details or information as needed.

Chair Raymond Mueller mentioned that the quote on the first page of the report will need to be rewritten each year with some variations by the Chair or the committee. Chair also noted that members who are interested in being on the editorial subcommittee will need to be available to attend the board meeting in August when the report is being presented to the Board.

A motion to approve the new CBOC Annual Report Subcommittee (Raymond Mueller and Christopher Roberts) was made by Christopher Roberts and seconded by Patrick Traynor. Motion was carried (4 – 0). Aye.

Action Item: Nhu Nguyen to send the CBOC Annual Report Subcommittee, Raymond Mueller and Christopher Roberts, the draft report.

The notes/feedback needs to be submitted to Nhu Nguyen by June 18, 2021. The final draft of the report will be presented and approved at the July meeting.

4.04 Review The Latest CBOC Bylaws Adopted At The March 4, 2021 Board Meeting And Check In With The Bylaws Subcommittee (Members Debbie Hermange and Christopher Roberts) On The Progress Of Additional Updates



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The revised Bylaws was approved at the March board meeting. Nhu Nguyen presented the new edits for Section 10: Officer appointment and elections (new editions are in green) from Christopher Roberts (the subcommittee) to be submitted to the Board for review and approval. Per Christopher Roberts, the subcommittee was only tasked with revising the section that includes the transition of the new Chair and Vice Chair for a smoother progression. Member Christopher Roberts noted that the *He/She* pronoun can be addressed/revised at the next revision as it had already been authorized by the previous subcommittee to change the pronoun from *He/She* to *They* (per Chair Raymond Mueller).

A motion to approve the edits was made by Chair Raymond Mueller and seconded by Christopher Roberts. Motion was carried (4 – 0). Aye.

Action Item: Nhu Nguyen to incorporate the edits and submit them to the district legal counsel.

4.05 Check in with Member Patrick Traynor, Member of the CBOC Selection Subcommittee, on the Recruitment Process

Member Patrick Traynor reported four (4) applications were received but none of the applicants qualify for the Business Organization category. Chair Raymond Mueller reiterated that it is not required that the applicants/candidates live within the East Side Union District boundaries. Chair suggested a swap of member categories should it be necessary. Chair belongs to the Rainbow Chamber of Commerce, which qualifies him to be in the Business Organization category. Chair asked if any of the members belongs to the American Association of Retired Persons (AARP) and can fill the Senior Citizen category that Chair currently fills. Nhu Nguyen noted that Vice Chair Melissa Got-Lopez had previously mentioned that she can be in the Senior Citizen category if needed.

Patrick Traynor reported that he will be interviewing the candidates with the two board members, Patti Corteses and Bryan Do. Once the interview process is completed, the subcommittee will present their recommendation to the Board for approval at the June board meeting.

4.06 Present Certificate of Recognition to Terming Out Member Vikas Navani

Vikas Navani could not attend tonight's meeting due to a family emergency. Chair Raymond Mueller suggested inviting Vikas Navani to the next meeting.

5. REPORTS

5.01 Presentation on the Five (5) Bond Audit Reports – Ahmad Gharaibeh, Eide Bailly LLP

Ahmad Gharaibeh presented the Fiscal Year ending 2019-2020 Annual Audit Report for the five (5) bonds completed by Eide Bailly LLP. He explained the purpose of the audit, the two components of



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the audit (financial related audit and performance audit), the requirements, and auditing processes to make sure the district is adhering to the record requirements of Proposition 39. Ahmad Gharaibeh answered questions asked by the committee.

Chair Raymond Mueller proposed that the CBOC be more involved in the audit process. Suggestions brought forth by the district staff and the external auditor were discussed to address the Chair's proposal:

- Have an informal entrance meeting with the CBOC prior to the initiation of the audit
- Have an informal exit meeting prior to the acceptance of the report by the Board
- Meet with the independent auditors from Eide Bailly LLP during the audit months of May through December
- Audit questions to be routed to Kelly Kwong (Senior Manager of Internal Audits), who helps coordinate the external audits

5.02 Presentation on the Capital Construction Project Updates – Julio Lucas, Senior Manager of the Bond Program

- **Andrew Hill - New Student Union**

Schedule: December 2022 – Total Cost: \$23,666,525

Area: 23,000 square feet – Construction Team: VPCS, XL Construction DBE

We are awaiting the approval of the Design Build contractor at the next board meeting.

- **W.C. Overfelt - New Building**

Schedule: February 2021 – Total Cost: \$32,397,309.00

Area: 26,000 square feet – Construction Team: VPCS, JK Architecture, Flint Construction DBE

This project is completed and we look forward to providing you with a tour.

- **Education Center - Adult Transition Program North**

Schedule: January 2021 – Total Cost: \$6,825,000.00

Area: 8,690 square feet – Construction Team: Dougherty Architecture, Gilbane Construction DBE

This building is a new addition to the Education Center. It was a Design Build project we did with Gilbane Builders. Its entire construction project took place during COVID. The building was first open for use on Monday, April 19, 2021.

- **Silver Creek - New Building**

Schedule: December 2022 – Total Cost: \$23,200,000.00

Area: 17,810 square feet – Construction Team: Gilbane CM, JK Architecture, Rodan Builders, Inc. DBE



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This project is currently in the buyout process and it is successfully meeting its target budget.

- **Independence - New Student Union**

Schedule: June 2023 – Total Cost: \$27,076,792.00

Area: 35,000 square feet – Construction Team: Gilbane CM, DLR Group, Alten Construction DBE

We had our recurring meeting today with the design, development team, and Design Build team.

- **Santa Teresa - Soccer Field Turf**

Schedule: July 2021 – Total Cost: \$6,728,400.00

Area: 86,000 square feet – Construction Team: Gilbane CM, Lloyd Engineering, Bothman DBE

This project made it through some major hurdles with no complaints throughout the construction process.

- **Santa Teresa - New Building**

Schedule: December 2022 – Total Cost: \$12,477,277.00

Area: 9,450 and 9,654 square feet – Construction Team: Gilbane CM, BCA Architects, (Pending) DBE

We are going through the value engineering process to get us into alignment with our target budget. We are ready and prepared to go out to bid.

- **Evergreen Valley - New Student Union**

Schedule: November 2022 – Total Cost: \$22,898,923

Area: 33,000 square feet – Construction Team: Gilbane CM, JK Architecture, Rodan Builders DBE

The drawings are approved by DSA. We have gone through the buyout process and we are starting to work with the site on packing and relocating. The project site will be fenced off and under construction within the next 30 days.

5.03 Presentation and Action to Receive and Approve the Budgets and Expenditures Report – Brandie Mayhew, Director of Bond Purchasing & Contracts

Brandie Mayhew provided an update of the Board Approved Budgets and Expenditures on all bond measures (Measure G, E, I, I-Technology, and Z) through February 29, 2021. An updated summary of the overall budget, including the total current encumbrance balance, total expenditures/disbursements, and total remaining budget balance, was presented.

Motion to accept the Budgets and Expenditures Report was made by member Christopher Roberts and seconded by member Raymond Mueller. Motion was carried (4 – 0). Aye. The motion passed unanimously.



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5.04 Information on the Capital Program Budget Adjustment Report – Sandy Nguyen, Construction Bond Program Controls Manager

Sandy Nguyen provided the board approved Capital Program Budget Adjustment Report for the month of December 2020. This report goes to the Board for approval of adjustments to a project budget on a monthly basis if needed.

6. CONFIRMATION OF NEXT MEETING

6.01 Confirmation of Meeting Location for Next Meeting: Wednesday, July 21, 2021 @ 6:00 PM

The next meeting will be on Wednesday, July 21, 2021 at the Education Center at 6:30 PM (in-person if acceptable by the local government and our governing board). The tour will begin at 6:00 PM.

Chair Melissa Got-Lopez commented that the CBOC is not an elected Board, but an appointed committee and that we should check with legal counsel if committee members can pick and choose whether or not they want to be in-person or not in-person.

Notes: Vice Chair Melissa Got-Lopez joined the meeting at 7:30 PM and therefore, was not present when the voting took place for items 3.01, 4.03, 4.04, and 5.03.

7. ADJOURNMENT

7.01 Chair Adjourns the Meeting

Before closing the meeting, Chair Raymond Mueller asked for a few minutes of silence to honor previous CBOC member Bud LoMonaco's mother, Pauline LoMonaco, who recently passed away. The LoMonaco family has had their businesses for decades and has supported the East Side community long before Bud LoMonaco joined the CBOC. Their family's recent loss has thus been a loss to our community as well. Chair dedicated the closure of tonight's meeting in memory of Pauline LoMonaco and asked that we keep our thoughts and prayers to Bud LoMonaco and his siblings.

Chair Raymond Mueller adjourned the meeting at 7:47 PM.

Minutes approved by: Raymond Mueller

Print Name


Raymond Mueller (Jul 26, 2021 13:17 PDT)

Signature

Jul 26, 2021

Date



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

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

- **Q:** *Was there any additional funding or expenditures caused by COVID? (Raymond Mueller)*
A: *No, there was none to these projects. (Julio Lucas)*






2021 0421 CBOC Meeting Minutes

Final Audit Report

2021-07-26

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