



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

Wednesday, May 20, 2020
Meeting: 6:00 P.M.

Zoom Webinar
Webinar ID: 821 7071 2636 | Password: 051179

The following were in attendance.

CBOC

Godbole, Rajesh (joined at 6:50pm)
Got-Lopez, Melissa
Hermange, Debbie
LoMonaco, Bud
Meadows, Abigail
Mueller, Raymond
Schimmel, Barry

CBOC Member(s) Not Present

Gomez, Lety
Navani, Vikas

ESUHSD

Bright, Jeremy
Funk, Chris
Huynh, Tom
Jew, Chris
Kwong, Kelly
Lucas, Julio
Nguyen, Nhu
Nguyen, Sandy
Soto, Moises
Tran, Shelby
Unger, Janice

Guest(s)/Community Member(s)

Gharaibeh, Ahmad (Eide Bailly LLP)

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:13 p.m. by CBOC Chair Abigail Meadows.

2. PUBLIC COMMENT

No comment.

3. REVIEW AND APPROVE MINUTES FOR PRIOR MEETING

A motion to approve January 15, 2020, Meeting Minutes was made by member Barry Schimmel and seconded by member Bud LoMonaco. Motion was carried (6 - 0). Aye.

Note: Member Rajesh Godbole joined the meeting late and was not in attendance at the time of voting.

4. UPDATED ITEM(S) FROM CBOC CHAIR

4.01 Service Recognition for Exiting Members

Chair Abigail Meadows announced that Barry Schimmel and Bud LoMonaco are terming out and Rajesh Godbole is not renewing his term. She thanked them for their hard work and services at the CBOC. A slideshow of photographs capturing exiting members during site tours at East Side Union



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

was played to thank them for their commitment and dedication. The video was very well received by the committee.

Barry Schimmel thanked the group and the district for the opportunity to serve, learn, and meet great people. He encouraged the committee to stay active, focus, and continue to recruit others to have different points of view. He expressed that he felt fortunate to have Julio Lucas leading the program and that this administration had done a great job of making the East Side Union High School District something to be known for. He also thanked the committee for allowing him to have a small imprint.

Bud LoMonaco thanked the group and expressed that it was a real pleasure to work with everybody on the committee and people behind the scenes. He complimented that Julio Lucas's hands-on approach speaks volumes and that he has done a fabulous job. He expressed that he loved the site tours; the photographs were something that he loved to share with his family and the community.

Superintendent Chris Funk thanked everyone and expressed that he was proud to be superintendent of the East Side Union High School District. Addressing Bud LoMonaco and Barry Schimmel, he stated that our community trusted us as stewards of the taxpayers' money and the CBOC held us accountable and that they have done their roles tremendously. He also acknowledged that East Side is fortunate to have great people working for the District, and that was why the Board was so confident to bring the entire bond program in house. Mr. Funk affirmed that we tried to be transparent as much as possible and thanked Bud LoMonaco and Barry Schimmel for their years of service and for their continued support.

Nhu Nguyen informed the group that since we cannot present the certificates in person, she will be mailing them out to each individual exiting member.

Julio Lucas, on behalf of the bond team, thanked Bud LoMonaco and Barry Schimmel for their commitment, dedication, and for their kind words. He accredited the success to the team effort, the people who work for the program, and also he expressed his appreciation for what superintendent Chris Funk said about the in house bond program. He went on to explain that the bond of the people working for the program has shown through from the way the presentation going on the BoardDocs to the beautiful video being presented to the CBOC. The quality of the work is being lifted up because the people working are having fun doing it as well. He then gave his final thank to the exiting members.

Chair Abigail Meadows informed the committee that they should receive an update from her before the next meeting takes place in July in regards to onboarding new members.

4.02 Appointment of Member to be on the CBOC Application Review Committee With Two (2) Board of Trustees Members

Chair Abigail Meadows asked the committee for a volunteer to be on the CBOC Application Review Committee. Raymond Mueller moved to volunteer. After a brief discussion, the committee decided to appoint Raymond Mueller for the seat and Abigail Meadows to shadow. Abigail Meadows also



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

announced that member Lety Gomez resigned in February. Barry Schimmel had a concern about having only one CBOC member on the Review Committee and asked if the committee can appoint more than one member. Nhu Nguyen verified and confirmed that the by-laws requires only one CBOC member and two Board of Trustees members for the CBOC Application Review Committee. Melissa Got-Lopez suggested to reach out to the new members and kick off the onboard process as soon as the selection is completed.

4.03 Review Draft of CBOC Annual Report Fiscal Year 2018-2019

Melissa Got-Lopez commented that the CBOC Annual Report statement (quote) for the fiscal year 2018-2019 is the same as 2017-2018. Nhu Nguyen made a note to the committee that the report is a draft and the statement (quote) will be replaced by the new one that the committee comes up with.

Improvements to be made to the future Annual Report were discussed and suggested:

- Include a quote from a student or a teacher
- Insert captions alongside images
- Add more pictures with students in their new facilities/spaces
- Add the before and after pictures
- Reflect how students and teachers are working and living in the new buildings
- Advertise/market East Side Union so people can see what is actually happening to show how we are different from other school districts
- Reformat pages 8 and 9 of the report

The Editorial Committee for this year will include Melissa Got-Lopez, Abigail Meadows, and Debbie Hermange. Chair Abigail Meadows will email each member separately. All suggested updates for the annual report will be due to Nhu Nguyen by Thursday, June 11, 2020. Virtual meetings can be scheduled with individual members and Nhu Nguyen to go over the items the committee wants to update.

The last day for terming out members is June 30, 2020.

5. REPORTS

5.01 5 Bond Audit Reports *(presented by Ahmad Gharaibeh, Eide Bailly LLP)*

Ahmad Gharaibeh presented the Fiscal Year ending 2018-2019 Annual Audit Report for the five (5) bonds completed by Eide Bailly LLP. He explained the purpose of the audit, the two components of the audit (financial related audit and performance audit), the requirements, and auditing processes. Ahmad Gharaibeh also answered questions asked by the committee.

Suggestions/changes to the Annual Report (Page 12) in regards to the Bond Audit Reports were discussed:

- Change date of the Audit Results (Raymond Mueller)
- Add a link to the Bond Audit Reports (Raymond Mueller)
- Add a scan code to the Bond Audit Reports (Melissa Got-Lopez)



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

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

Julio Lucas presented updates and status on key projects currently going on in the district, the same projects presented at the last meeting. They are projects that are at or above \$5 million.

- **Andrew Hill - New Student Union**

*Anticipated Completion Date: December 2022 – Project Budget Amount: \$22,453,062.00
Area: 23,000 square feet – Construction Team: VPCS, DLR Groups, XL Construction DBE*

This project recently went through the Design-Build process. We had a confidential meeting with the prospective people who were interested in doing the position, an interview process where we screen paper material, and a meeting with the design-builders in a presentation. Through that process, the group that will be going to the next board meeting is XL Construction.

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

*Anticipated Completion Date: February 2021 – Project Budget Amount: \$32,397,309.00
Area: 26,000 square feet – Construction Team: VPCS, JK Architecture, Flint Construction DBE*

This project is progressing. The work is continuing because our construction is considered essential. Construction today was happening and construction is happening the entire time of the pandemic. We have been doing it in a safe and responsible way. We met all of the requirements and limitations of the first order from the Governor and whatever additional requirements were required by the County.

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

*Anticipated Completion Date: November 2020 – Project Budget Amount: \$6,825,000.00
Area: 8,900 square feet – Construction Team: Dougherty Architecture, Gilbane Construction DBE*

This project is moving along and very active. During the time of the Shelter-in-Place order, we poured concrete slab, framed the walls. This project is serving the students who have special needs and are of the age between 18 and 22. The schedule did move a little from an August date to a November date. This is due to a very cautious contractor that needed more time to work out the paperwork with his attorney (to make sure his staff is safe) because of the pandemic. We are progressing and are moving back in a good rhythm.

- **Silver Creek - New Building**

*Anticipated Completion Dates: December 2022 – Project Budget Amount: \$23,200,000.00
Area: 17,810 square feet – Construction Team: Gilbane CM, JK Architecture, (Pending) DBE*

This is a project that is actively in competition. We have something here that has never happened before at East Side in our Design-Build experience, a competition level that we have never achieved. We have 10 design-build groups who have expressed interest in building this building for us.



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

- **Independence - New Student Union**

*Anticipated Completion Date: February 2023 – Project Budget Amount: \$26,577,792.00
Area: 35,000 square feet – Construction Team: Gilbane CM, DLR Group, (Pending) DBE*

This project, the location of where the building will be on campus has been a topic of discussion. We arranged its location to be closer to the south side of campus by the music building and the theatre that we recently completed. We are looking at different ways to adjust the traffic flow for pick up and drop off.

- **Santa Teresa - Soccer Field Turf**

*Anticipated Completion Date: January 2021 – Project Budget Amount: \$6,728,400.00
Area: 86,000 square feet – Construction Team: Gilbane CM, Lloyd Engineering, Bothman DBE*

We continue to have meetings during the Shelter-in-Place order and are progressing with Bothman Construction on the new soccer field at Santa Teresa. This is a \$7 million project where we are improving this area to be synthetic turf.

- **Santa Teresa - New Building**

*Anticipated Completion Date: December 2022 – Project Budget Amount: \$12,477,277.00
Area: 9,450 and 9,654 square feet – Construction Team: Gilbane CM, BCA Architects, (Pending) DBE*

The goal of this project is to build some tech spaces or career tech spaces. As we explored the campus further, we discovered an opportunity, a larger format space warehouse. Instead of building a new building alone, we explored the ideas of building the Learning Center and three additional rooms which can be used for science or any program that the site sees fit going forward. This is a shift from where we started, but it is accomplishing the same goals we originally were set up to build.

- **Evergreen Valley - New Student Union**

*Anticipated Completion Date: November 2022 – Project Budget Amount: \$22,731,580.00
Area: 33,000 square feet – Construction Team: Gilbane CM, JK Architecture, Rodan Builders DBE*

Rodan Builders is the design-builder for the New Student Union at Evergreen. The concept of the Student Union, the Learning Center, is bringing the admin closer to students and students closer to the admin and creating a food service. It is all part of how we are trying to create a healthier, more inspiring student experience.

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

Janice Unger provided the Capital Program Budget Adjustment Report from December 12, 2019, through March 05, 2020, that had been approved by the Board of Trustees. This is the monthly report that went to the Board for project budget approval.



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

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

Janice Unger presented the Board Approved Budgets and Expenditures on all bond measures (Measure G, E, I, I-Technology, and Z) through February 29, 2020. She also provided an updated summary of the overall budget, including the total remaining contract commitments, total expenditures, and total remaining site allocation in the pie-chart and graph format.

Motion to accept the Budgets and Expenditures Report was made by member Raymond Mueller and seconded by member Melissa Got-Lopez. Motion was carried (7 - 0). The motion passed unanimously.

6. CONFIRMATION OF NEXT MEETING

The Committee agreed on Wednesday, July 8, 2020, at 6:30 p.m. at W.C. Overfelt High School or via Zoom if the Shelter-in-Place order is not yet lifted by that time.

7. ADJOURNMENT

Chair Abigail Meadows adjourned the meeting at 8:49 p.m.

Minutes approved by: **Abigail Cruz**


Abigail Cruz (Jul 10, 2020 12:41 PM)

Print Name

Signature

Jul 10, 2020

Date



CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

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

5. REPORTS

5.01 5 Bond Audit Reports (presented by Ahmad Gharaibeh, Eide Bailly LLP)

- Q: In regards to the performance audit report, are we considering the leaseback delivery method? (Barry Schimmel)
A: Right now, the method of choice for ESUHSD projects is the Design-Build delivery method. We have had great success with the Design-Build methodology. (Julio Lucas)

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

- Q: What office is designing the Independence New Student Union building for you from the DLR Group? (Barry Schimmel)
A: The DLR group helped us with the bridging documents and that is the office out of Sacramento. (Julio Lucas)
- Q: What is the functionality of the New Building at Silver Creek? (Melissa Got-Lopez)
A: It is a traditional classroom building. (Julio Lucas)
- Q: Is the Silver Creek - New Building a replacement building or is it new square footage? (Barry Schimmel)
A: It is a completely new building. We are taking down building K with three classrooms and we are taking down portables in the remainder of campus. (Julio Lucas)
- Q: In regards to the people that worked all the way through the Shelter-in-Place order, what are you doing to keep them safe while working? (Raymond Mueller)
A: There is a compliance officer that checks in once a week, a sign-in log, a temperature check, masks, and social distancing, etc. (Julio Lucas)
- Q: Are the new buildings at Silver Creek the ones we toured about a year ago and had a meeting in one, and then went into an art room? (Bud LoMonaco)
A: Yes, we had that meeting in building K. We are modernizing building K right now. We are going to modernize building J as well, into our rooms. (Julio Lucas)
- Q: What does DBE mean? (Bud LoMonaco)
A: Design-Build Entity. (Julio Lucas)
- Q: I notice Gilbane is the construction manager for a lot of projects. Is that because no one else is there? (Bud LoMonaco)
A: As competitive, we sometimes have two or three but Gilbane did a good job on their performance. (Julio Lucas)
- Q: Did the cost change when the timeline changed for the Adult Transition Program North project? (Bud LoMonaco)
A: No, the cost remains the same. (Julio Lucas)

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

- Q: I understand they are trying to expand the community wireless to make sure that all students have access. Will our budget be impacted due to the \$300,000 that is being moved to a different part of that project? (Raymond Mueller)
A: The revised budget still holds a sufficient amount of budget needed to execute the DW Community Wireless project. (Janice Unger)

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

- Q: If we continue the good job that we are doing and with the rate that we are going, will there be money left after the year 2025? (Barry Schimmel)
A: There is a plan to sell more bonds and it is coming up. (Janice Unger)

2020 0520 CBOC Meeting Minutes

Final Audit Report

2020-07-10

Created:	2020-07-09
By:	Shelby Tran (trans@esuhd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6ScpEIErXciYnF8YFLM4CfZfLFwUKX9g

"2020 0520 CBOC Meeting Minutes" History

-  Document created by Shelby Tran (trans@esuhd.org)
2020-07-09 - 11:16:33 PM GMT- IP address: 73.202.83.99
-  Document emailed to Abigail Cruz (abigailcmeadows@gmail.com) for signature
2020-07-09 - 11:18:02 PM GMT
-  Email viewed by Abigail Cruz (abigailcmeadows@gmail.com)
2020-07-10 - 7:38:39 PM GMT- IP address: 66.102.7.172
-  Document e-signed by Abigail Cruz (abigailcmeadows@gmail.com)
Signature Date: 2020-07-10 - 7:41:22 PM GMT - Time Source: server- IP address: 108.222.65.3
-  Signed document emailed to Abigail Cruz (abigailcmeadows@gmail.com), NHU NGUYEN (nguyennq@esuhd.org) and Shelby Tran (trans@esuhd.org)
2020-07-10 - 7:41:22 PM GMT