



# CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

## MEETING MINUTES

**Wednesday, January 13, 2021**  
**Meeting: 6:00 PM**

**Zoom Webinar**  
*Webinar ID: 823 1570 2686 | Password: 051179*

*The following were in attendance:*

### **CBOC**

Hermange, Debbie  
Meadows, Abigail  
Mueller, Raymond  
Navani, Vikas  
Roberts, Chris  
Traynor, Patrick

### **CBOC Member(s) Not Present**

Celaya, Jennifer  
Got-Lopez, Melissa

### **ESUHSD**

Bright, Jeremy  
Huynh, Tom  
Jew, Chris  
Kwong, Kelly  
Lucas, Julio  
Mayhew, Brandie

Nguyen, Cathy

Nguyen, Nhu

Nguyen, Sandy

Tran, Shelby

### **Guest(s)/Community Member(s)**

Choi, Kwan (Gilbane Building Co.)  
Morrison, Alex (Gilbane Building Co.)

### **Board of Trustees**

#### 1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:01 PM by CBOC Chair Raymond Mueller.

#### 2. PUBLIC COMMENT

No comment.

#### 3. REVIEW AND APPROVE MINUTES FOR PRIOR MEETING

A motion to approve October 14, 2020, Meeting Minutes was made by member Chris Roberts and seconded by member Vikas Navani. Motion was carried (5 – 0). Aye.

Note: Member Debbie Hermange joined the meeting at 6:30 PM and therefore was not present when the voting took place.

#### 4. ITEM(S) FROM CBOC CHAIR

**4.01** Propose to adopt Yearly Meeting Calendar



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Chair Raymond Mueller proposed a yearly meeting calendar to accommodate the schedule conflict for Vice Chair Melissa Got-Lopez who recently got elected to the Board of Trustees at Mt. Pleasant School District.

A motion to adopt the yearly meeting calendar (third Wednesdays of January, April, July, October) was made by Chair Raymond Mueller and seconded by member Patrick Traynor. Motion was carried (5 – 0). Aye.

Note: Member Debbie Hermange was not present when the voting took place.

#### **4.02** Recruitment Announcement and Planning

Chair Raymond Mueller informed terming out members about renewing their application if they would like to continue staying on the CBOC. Chair also informed members of a three term limit stated in the Bylaws per state code. Chair Raymond Mueller discussed the recruitment process and encouraged members to renew their membership.

Chair Raymond Mueller reminded the committee that part of the job as a committee member is to recruit new people to replace themselves. Chair encouraged members to reach out to friends and families for potential candidates.

Chair noted that the alternate member, Jennifer Celaya, was absent at two consecutive meetings and did not respond to phone calls, emails, or messages. As a result, the committee can vote this member out by two thirds ( $\frac{2}{3}$ ) of the votes per the CBOC Bylaws.

A motion to remove alternate member Jennifer Celaya of the seat was made by Patrick Traynor and seconded by Abigail Meadows. Motion was carried (5-0). Aye.

Note: Member Debbie Hermange was not present when the voting took place.

#### **Action Item:**

- Nhu Nguyen to reach out to members individually for renewal requests.
- Nhu Nguyen to notify Jennifer Celaya of her seat removal from the CBOC.
- Nhu Nguyen to verify if a member of the School Site Council (SSC) can fulfill the member category of Parent Active in a Parent Teacher Organization (PTO).

**4.03** Solicit member volunteer to assist with recruitment process, including representing the CBOC in the Selection Committee to review applications and interview potential candidates (if required)

Chair Raymond Mueller explained the responsibilities of the CBOC representative in the Selection Committee and asked for a volunteer. Member Patrick Traynor agreed to be on the committee.

Residency and different ways to reach out to the community for recruitment were discussed:



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- The district's legal counsel confirmed membership does not require the member to live within the district's boundary.
- District to provide recruitment announcements using SchoolLoop and ParentSquare. School marquee can also be used to broadcast the recruitment of CBOC applicants.
- Chair Raymond Mueller to reach out to political parties for recruitment.

#### **4.04** Re-elect Sub-Committee to review the CBOC Bylaws (new committee to exclude the current Chair)

Members Debbie Hermange and Chris Roberts volunteered to be on the CBOC Bylaws sub-committee. The sub-committee will make additional changes to the amended CBOC Bylaws. Chair noted that the sub-committee will present the changes to the CBOC for review and acceptance in April; however, the sub-committee members do not need to attend the Board meeting for the Bylaws adoption.

The committee approved Debbie Hermange and Chris Roberts as the new sub-committee members.

**Action item:** Abigail Meadows to send the notes from last time to the newly elected CBOC Bylaws sub-committee.

#### 5. REPORTS

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

- **Andrew Hill - New Student Union**

Schedule: December 2022 – Total Cost: \$23,176,526.00

Area: 23,0000 square feet – Construction Team: VPCS, XL Construction DBE

This project is currently in Phase One, which is the demolition and site work. We are anticipating submission (increment 2) to the Division of the State Architect (DSA) in February of this year (2021).

- **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 is well received by the site. Teachers and staff are moving into spaces that were allocated for them.

- **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 project is completed and the program staff is excited about moving into the building.



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- **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

This project is currently in the Design Development phase, the second of the project phases (schematic design, design development, construction documents, permitting, build process).

- **Independence - New Student Union**

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

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

This project is further along in how we have programmed and organized the space. The building will include the Music programme and Library. The layout of the new food service area is inspired by the work that was done at Yerba Buena High School.

- **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

The heavy lifting, noises, and disruption are behind us with no complaints thanks to the Principal and Assistant Principals for the open communication with the community.

- **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 building a Learning Center space that includes three classrooms that are surrounded by counseling offices and conference rooms for students and staff. This project also includes improvements to the auto shop, wood shop, and vocational building as we are turning those into a Robotics lab.

- **Evergreen Valley - New Student Union**

Schedule: November 2022 – Total Cost: \$22,731,580.00

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

We are currently in DSA. Once we come out of permitting, we are ready to begin the build process.

**5.02** Budgets and Expenditures Report (*presented by Brandie Mayhew, Director of Bond Purchasing & Contracts*)



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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 November 30, 2020. 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 Chris Roberts and seconded by member Patrick Traynor. Motion was carried (6 – 0). Aye. The motion passed unanimously.

### **5.03 Capital Program Budget Adjustment Report** *(presented by Sandy Nguyen, Construction Bond Program Controls Manager)*

Sandy Nguyen provided the Board approved Capital Program Budget Adjustment Report from September 1, 2020, through November 30, 2020. This report goes to the Board monthly for approval of augmentation to a project budget.

### 6. CONFIRMATION OF NEXT MEETING

Moving forward, meetings will be held on the third Wednesdays of April, July, and October. The next meeting will be on Wednesday, April 21, 2021 at 6:00 PM via Zoom.

### 7. ADJOURNMENT

Chair Raymond Mueller adjourned the meeting at 7:46 PM.

Minutes approved by: Raymond Mueller

Print Name

  
Raymond Mueller (Apr 22, 2021 13:49 PDT)

Signature

Apr 22, 2021

Date



# CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

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

### 4.02 Recruitment Announcement and Planning

- **Q:** *Is there a conflict to serve both on the district's Budget Advisory Committee and the Citizens' Bond Oversight Committee? Will my term expire on the Budget Advisory Committee if it is expired on the CBOC? (Vikas Navani)*  
**A:** *There are no term limits for members on our Budget Advisory Committee. (Chris Jew)*

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

- **Q:** *When will the construction start for Evergreen Valley Student Union? If the students come back in the Fall and with construction going on, how will we keep a safe distance amongst the students when the campus is crowded? (Vikas Navani)?*  
**A:** *It is always a gamble with the Division of the State Architect (DSA). This just means it depends on the agency that reviews the plan and we don't know how long they will take. It is looking like we are probably in the six to eight month range for construction to begin so we are looking at June or July. (Alex Morrison)*  
**A:** *As for construction during school activity, we have a plan that we have worked out with the principal and our construction team. (Julio Lucas)*

### 5.02 Budgets and Expenditures Report (presented by Brandie Mayhew, Director of Bond Purchasing & Contracts)

- **Q:** *In the past, when the money was getting low, the trustees would propose a parcel tax or a new bond measure. Do we know if this is going to happen in the near future? (Raymond Mueller)*  
**A:** *We have a Measure Z bond that goes out quite far. As it goes further out, it mainly serves Infrastructure projects. When we finish the second set of site projects, the remaining funds will be used for the infrastructure improvements (for example, softscape, hardscape, etc)(Julio Lucas)*
- **Q:** *How much of the facility needs assessment have we addressed?(Chris Jew)*  
**A:** *The District Bond Program does not use a facility needs assessment as the project priority is driven by the school sites. (Julio Lucas)*

### 5.03 Capital Program Budget Adjustment Report (presented by Sandy Nguyen, Construction Bond Program Controls Manager)

- **Q:** *Is Covid having any impact on our budget? Are there any additional expenditures due to the pandemic or anything we are losing money on? (Raymond Mueller)*  
**A:** *There are protocols in place and there are costs associated with them, but nothing has been brought forward to the district as a heavy burden. (Julio Lucas)*

### 6.03 Confirmation of Next Meeting

- **C:** *Chris Jew noted ESUHSD is actively seeking membership for the District Board Audit Committee and that members of CBOC can also serve on the Board Audit Committee. He asked that the CBOC members spread the word on the recruitment and to reach out to Kelly Kwong if they are interested.  
(<http://www.esuhd.org/BoardSuperintendent/Board-Audit-Committee/index.html>)*






# 2021 0113 CBOC Meeting Minutes

Final Audit Report

2021-04-22

Created:	2021-04-22
By:	Shelby Tran (trans@esuhsd.org)
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