

October 04, 2018 – Citizens Bond Oversight Committee Minutes

- Meeting took place at Washington Elementary School Library
- Chair Melinda Bradford called the meeting to order at 6:03 p.m.
- Committee Members Present: Melinda Bradford, Chike C. Udemzue PhD, Rob Rich, Xouhoa Bowen, Richard Chennault, and Jonas Mok
- Staff Present: Dr. Kevin Collins, Aaron Kerrigan, Renee Robles
- RGM Staff Present: Ridge Greene

Legal Statement

- Legal statement was read by Chair Melinda Bradford.

Welcome and Introductions & Bylaw Review (Information)

- All members present introduced themselves
- Bylaws were reviewed

Nomination and Election of Chair and Vice Chair for 2018-19

- Melinda Bradford offered to continue as Chair if recommended
- Motion was made to recommend Melinda Bradford to continue as Chair by Chike C. Udemzue Ph.D and was seconded by Xouhoa Bowen. Motion passed 6-0
- Motion was made to recommend Tom Eppenberger, Jr. as Vice Chair by Richard Chennault. Tom was not present at meeting but a message was sent to confirm. Motion was passed 6-0

Meeting Minutes – April 17, 2018 (Action)

- Motion was made to approve the April 17, 2018 minutes by Rob Rich and seconded by Chike C. Udemzue, Ph.D. Motion passed 6-0

Bond Project Update October 2018

- Aaron Kerrigan, Director of Facilities & Operations, gave a detailed description of all projects in process.
 - **District Wide HVAC Replacement**
 - It is anticipated that all HVAC Replacements will be completed by the end of Summer 2019.
 - **District Wide Electrical Upgrades**
 - The upgrade schedule is following along with the HVAC schedule as some of the upgrades need to be done to allow the HVAC to be completed.
 - McKinley and Washington have been completed
 - **Portable Replacement**
 - An assessment was done to decide how many were going to be needed at east site.
 - Garfield and Wilson will begin this year with interim housing.
 - Jefferson, Roosevelt and Washington will begin the following year
 - All should be completed by the year 2020
 - Monroe work is not planned, however other Campus Upgrades have been made to that site.
 - Madison is also on schedule to have the old District Offices converted to all new classrooms for additional students
 - The cost of new modular construction is estimated at \$650 per square foot
 - Lifespan of new modular buildings is about 50-100 years
 - **Security Camera Project**
 - FTK, SLHS, Roosevelt and Lincoln are completed

- Remaining sites should be completed by Summer of 2019
- Bancroft and Muir should be completed by the end of this week
- Monroe is currently being worked on and McKinley and Washington are next on the schedule.
- The High School was scheduled to be done first as there was already a system in place that was not functioning and they had an immediate need.
- All video data will be stored at the Juniper Annex for a two week period and then will be written over, unless the data is required to be kept because of an administrative investigation or criminal investigation.
- It is not live monitoring but site Admin. can select a timeframe and access the server remotely
- Richard Chennault requested at the next CBOC meeting to have a camera demonstration provided
- Signs have been posted at sites to inform of the cameras and recording taking place
- Alarm Panels were also upgraded at each site to work alongside the new camera system and reduce call outs
- **District Wide Roofing Replacement**
 - SLHS, Madison and Muir have all been completed outside of a few punch walk items
 - The District Warehouse is completed and currently is processing their 30 day cure time for the reflecting coating to be placed for efficiency and UV rays.
 - At the SLHS only the Science Wing was completed
- **Kitchen Renovations for Garfield and Washington Elementary**
 - Renovations were done to both Garfield and Washington Kitchens
 - The renovation also helped with efficiency and process in each kitchen
 - Both kitchens have been completed at this time

Review of Expenditures and Encumbrances through September 19, 2018

- Kevin Collins reviewed the Pivot Table and explained it was divided by Location, Fund and what has been spent and or encumbered so far.
- Richard Chennault requested further explanation of the difference between “Other Tech” and “Tech Refresh”. Rob Rich and Jonas Mok also requested more clarity.
- Kevin Collins explained that “Tech Refresh” would be for things that are being “refreshed” like the Chromebook replacement, while “Other Tech” would be for new purchases, like the Promethian Boards.
- Jonas Mok asked if the projects are tracking along with the budget presented. It was explained that we are in fact on budget and we will bring a copy to the next CBOC meeting for information.
- It was suggested by Jonas Mok to include a key to clarify what projects were included in the Expenditure Pivot Table.

Review of the 2017-18 CBOC Annual Report

- Kevin Collins reminded that per the last meeting and Melinda Bradford being accepted as the Committee Member to work with our Public Relations Committee. As there weren't any concerns brought into question, the 2017-18 CBOC Annual Report was reviewed and accepted.
- It was determined that since the approval of the audit was not stated, the district will bring a copy of the audit to the next meeting come April 25, 2019.

Member Comments

- Members of the Committee stated the following:
 - Melinda Bradford was concerned that the Library at SLHS was not upgraded.

- Aaron explained that due to the \$2.5 million estimate price tag we received, it was determined not to be on the priority assessment. As well in the last Bond a lot of money was spent at the high school and this Bond was going to be used for the elementary and middle schools.

Staff Comments

- Kevin Collins thanked everyone for attending and being part of the committee.

Topics for Future Meetings

- Discussion of the language in the Ed Code regarding CBOC
 - Any Deferred Maintenance and/or Plan Proposals
 - Cost Savings
 - Professional fees
 - Site prep
 - Joint Use
 - Efficiency design
 - Re-use
- Tracking along with the financial budget
- Any lessons learned from this Bond that we can utilize in the next
- Planning for phase 2 of funding
 - Would like to sell remaining series in one sell and complete work within the three year requirement

Future Meeting Date

- April 25th, 2019 on Thursday at 6:00 pm
 - Possibly will be located at Monroe Elementary for a tour

Campus Tour

- Aaron Kerrigan and Kevin Collins gave a tour of the items that have been completed on the Washington Campus. Items that were reviewed included:
 - School Library
 - HVAC systems
 - Electrical Upgrades
 - Kitchen Renovation
 - New Modular Classroom placement

Adjournment

- Meeting was adjourned at 7:23 pm.
 - Motion was made to adjourn the meeting by Melinda Bradford and seconded by Rob Rich. Motion was passed 6-0