



CUPERTINO UNION SCHOOL DISTRICT
Citizens' Measure H Bond Oversight Committee (CBOC)

Minutes of the September 21, 2016 Meeting
Approved December 7, 2016

MEMBERS PRESENT:

Emily Lee Kelley
Daniel Nguyen
Mark Burns
David Fung
Orrin Mahoney
Liz Brockman
Stewart Kelly

MEMBERS ABSENT:

Karen Barrett

NON-MEMBERS PRESENT:

Chris Jew, CUSD, Chief Business Officer
Pam Mackey, CUSD, Administrative Secretary to Chris Jew
Travis Kirk, CUSD, Director - Facilities Modernization
Todd Shimada, CUSD, Bond Program Administrator
Kent Brown, Kitchell CEM
Mark Newton, Kitchell CEM
Jeff Scogin, Ann Kennedy Group (AKG)

CALL TO ORDER:

David Fung called the meeting to order at 7:34 p.m.

ADOPTION OF AGENDA: Mark Burns made a motion to adopt the agenda; Orrin Mahoney seconded the motion. The agenda was adopted unanimously.

APPROVAL OF MINUTES OF MARCH 30, 2016: One correction was made under the heading Future Meeting Dates on page three of the minutes: "subcommittee" should be "work group". Orrin Mahoney made a motion to approve the minutes as corrected; Emily Lee Kelley seconded the motion. Minutes were approved unanimously.

PUBLIC COMMENTS: None

UPDATE: 2012 MEASURE H BOND PROGRAM (\$220M OVER 6 YEARS)

A. Bond Program Update (PowerPoint Handout dated September 21, 2016)

- Travis Kirk, CUSD Director of Facilities Modernization, reviewed recently completed projects, projects in progress, and other program developments. The District is in the process of establishing standard classroom models for each grade level, which will address both student and teacher needs.
- Bidding process has been modified to ensure we receive quality/competitive bids. Bid climate is changing and prices are escalating.
- Dilworth and DeVargas projects are going to bid a second time as original bids were over budget. Projects have now been re-scoped to fit the budget, and will go to bid in the fall 2016. Both projects should be completed by the end of summer 2017.
- Travis will keep us posted on the School Facilities Bond Initiative (Prop 51).

B. Financial Report (Spiral-bound Progress Report) dated September 16, 2016

Jeff Scogin of AKG provided a program overview:

- Bond Project List Report (Pages 1-13) As of June 30, 2016
 - Total Elementary Schools: \$110,650,808
 - Total Middle Schools: \$80,666,506
 - Total District-Wide: \$29,597,894 (Breakdown below)
 - *Total General: \$16,970,506*
 - *Total Program Costs: \$5,400,000*
 - *Total Technology: \$4,432,612*
 - *Total Contingency: \$2,794,776*
 - Overall Total: \$220,915,208

- Bond List Revisions Approval Request, Revision #11, as of June 7, 2016 (Pages 14-28) Figures shown in green indicate increased budgets; in red, budgets decreased.
 - (Page 25) District-wide General: Playgrounds, Landscaping and Field Budget show the proposed revision of \$675,405, as reported previously.
 - (Page 26) Program costs remain \$5,400,000 with no proposed revision.
 - (Page 27) Shows a transfer of \$1,170,971, as reported previously, from District Wide Technology to individual schools to cover technology refresh expenditures.
 - (Page 28) District-wide Program Contingency proposed revision of \$1,033,644.

- Whole Program Summary Report (Page 29) Reporting Inception through June 30, 2016 Actual Expenses to-date is \$134,118,727, leaving a remaining balance of \$86,796,481. Will seek Board approval on September 27, 2016 to allocate \$155,331 in unallocated bond interest earned.

- Project Summary Report (Pages 30-40) Reporting Inception through June 30, 2016 Technology dollars are moved from the District-Wide category to specific site categories as needed. Significant spending occurred at Garden Gate, John Muir, McAuliffe, Stevens Creek, and all middle schools. Soil remediation costs were noted on page 37 as lead paint and pesticides were found at the previous Administrative Office site on Vista Drive.

- Fiscal Year 2015-2016 Quarter 4 Cash Flow Chart (Page 41) Spend Data through June 30, 2016 Cash flow calendar is through 2021, and marks the \$50M bond sale in 2012, \$99.9M bond sale in 2014, and the latest bond sale of \$55M in 2016. Spikes are due to summer projects. The bond fully covers the salaries of two District employees: Travis Kirk, Director of Facility Modernization, and Todd Shimada, Bond Program Administrator. In addition, the bond pays 50% of salary costs for employees Donna Bills, Maintenance/Operations/Transportation Specialist, and Danny Taganas, Budget Analyst.

- Project Sequence (Page 42). Lists construction sequence from 2013 through 2019. Serves as a good reference for both community and schools.

OTHER CITIZENS' BOND OVERSIGHT COMMITTEE BUSINESS

- Randy Shingai, who represents a tax organization on the committee, has resigned. Even though there is no deadline, we will actively seek a replacement now.

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- A workgroup was established to prepare the annual bond report and publication. Chairman David Fung, Daniel Nguyen and Stewart Kelly volunteered. The report will be presented the Board on January 10, 2017. (Deadline is March 31, 2017.)

FUTURE MEETING DATES

- Wednesday, December 7, 2016 in the District Board Room at 7:30 p.m.
(Committee members to approve the annual bond report which will be submitted for Board approval January 10, 2017.)
- Wednesday, March 8, 2017, in the District Board Room at 7:30 p.m.
- Wednesday, June 14, 2017, in the District Board Room at 7:30 p.m.

ADJOURNMENT: 8:25 p.m.