



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

Minutes of the January 10, 2018
Approved

MEMBERS PRESENT:

Daniel Nguyen
David Fung
Liz Brockman
Stewart Kelly
Emily Lee Kelley

MEMBERS ABSENT:

Karen Barrett (Resigned)
Orrin Mahoney
Mark Burns

NON-MEMBERS PRESENT:

Chris Jew, CUSD, Chief Business Officer
Pam Mackey, CUSD, Secretary to Chris Jew
Travis Kirk, CUSD, Director Bond Program
Todd Shimada, CUSD, Bond Program Administrator
Ross Cooper, Kitchell CEM
Jeff Scogin, Ann Kennedy Group (AKG)
Mike Chegini, Ann Kennedy Group (AKG)
Joyce Peters, Auditing Firm Vavrinek, Trine, Day & Company (VTD)

NON-MEMBERS ABSENT:

None

CALL TO ORDER:

Vice Chairperson David Fung called the meeting to order at 7:06 p.m. A quorum was met. Chairperson Mark Burns was absent.

ADOPTION OF AGENDA: Two items were added to the agenda: "*CUSD Staff Reports*" and "*Committee Member Reports*". Both titles will be added to future agendas as well.

APPROVAL OF MINUTES OF SEPTEMBER 20, 2017 MEETING: *Correction: Remove "Future Agenda Items" section and replace with a bullet to read: Consensus to add "Committee Member Reports" to future agendas.* Daniel Nguyen made a motion to approve the minutes as corrected; Emily Lee Kelley seconded the motion. Minutes, as corrected, were approved unanimously.

PUBLIC COMMENTS: None

FINANCIAL & PERFORMANCE AUDIT for 2016-2017

Joyce Peters of the auditing firm VTD discussed the Bond's Financial and Performance Audits with the Committee. VTD reviewed 128 transactions, including payroll; no findings or exceptions noted. Report was adopted at the Board meeting last night.

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

A. Bond Program Update

- Travis Kirk, CUSD Bond Program Director, reviewed recently completed projects, projects in progress, and other program developments. Five schools are currently in design (Nimitz, Eisenhower, Stockmeir, Lincoln, and Faria); Blue Hills is on hold; CMS will finish in April. The Server Room located in the Corporate Yard had issues with overheating.

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- The District will not proceed with the current general contractor at Montclair. It is in the best interest of the District to close out work as early as next week and rebid. Doing so will not have a significant financial impact; time is the biggest drawback. There will be no litigation.
- Will continue to seek applications for State Matching Funds.
- Board members were introduced to a project delivery method known as Lease/Lease-Back. Legal Counsel will address any questions. By using this process, the District can be more selective in hiring a general contractor other than choosing the lowest bidder.

B. Financial Report (Spiral-bound Progress Report) as of September 30, 2017

Jeff Scogin of AKG provided a program overview. Most spending occurred at De Vargas (\$1.2M); Dilworth (\$1.2M); Montclair (\$2M); CMS (\$1.4M); and Kennedy (\$1.5M).

BOND PROGRAM ANNUAL REPORT TO THE BOARD & COMMUNITY (2016-2017)

Mike Chegini of the Ann Kennedy Group reviewed a draft of the report, detailing information as of 6/30/17. The final report must go to the Board by March 2018. Pam Mackey will provide the resignation date of member Karen Barrett, so it may be reflected in the report. Several changes will need to be made regarding Stockmeir Elementary. In addition, members requested the use of different photos (ones showing before/after modernization) for many of the schools featured. Stewart Kelly made a motion to approve the report with the changes indicated; Daniel Nguyen seconded the motion. The report, as revised, was approved unanimously.

FUTURE MEETING DATES

- Wednesday, March 21, 2018 at 7:00 p.m. in the District Board Room.

ADJOURNMENT: 7:57 p.m.