



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

**Minutes of the March 30, 2016 Meeting**  
**Approved June 22, 2016**

**MEMBERS PRESENT:**

Emily Lee Kelley  
Mark Burns  
David Fung  
Randall Shingai  
Orrin Mahoney  
Daniel Nguyen  
Liz Brockman

**MEMBERS ABSENT:**

None

**NON-MEMBERS PRESENT:**

Chris Jew, CUSD, Chief Business Officer  
Pam Mackey, CUSD, Administrative Secretary to Chris Jew  
Mary Ann Duggan, CUSD, Director-Facilities Modernization  
Todd Shimada, CUSD, Bond Program Administrator  
Kent Brown, Kitchell CEM  
Mark Newton, Kitchell CEM  
Albert Wege, Swinerton Management Consulting  
Jeff Scogin, Ann Kennedy Group (AKG)

**CALL TO ORDER:**

Mark Burns called the meeting to order at 7:30 p.m.

**ADOPTION OF AGENDA:** David Fung made a motion to adopt the agenda; Emily Lee Kelley seconded the motion. The agenda was adopted unanimously.

**APPROVAL OF MINUTES OF DECEMBER 16, 2015:** Daniel Nguyen made a motion to approve the minutes noting one name correction under "Adoption of Agenda" – Liz Brookman should be Liz Brockman; David Fung seconded the motion. Minutes as corrected were approved unanimously.

**PUBLIC COMMENTS:** None

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

**A. Progress Report (PowerPoint Handout dated March 30, 2016)**

- Mary Ann Duggan announced she is leaving the District and will join the Mountain View Whisman School District as their facilities modernization manager. Committee members thanked her for her service and wished her well in her new endeavor. The District will seek a replacement as soon as possible.
- Todd Shimada will join the Facility Modernization Department in a newly created position as Bond Program Administrator. He currently is the Principal at Hyde Middle School and will bring a school administrator's perspective to the modernization team.
- The annual update to the Measure H Program Implementation Plan will be presented to the Board of Education on April 5, 2016.
- Mary Ann Duggan reviewed recently completed projects, projects in progress, and other program developments.

- The District now uses interim housing at all elementary school sites during modernization to ensure classroom availability. Due to the extension of construction phases past the summer will add additional costs to the projects. Funds to cover this additional expense will come from the District portion of the budget; not the school.
- We are experiencing delays at Blue Hills and Montclair Elementary schools due a lack of documentation for work done years ago. The warming kitchen at Blue Hills and a shade structure at Montclair lack documentation, per DSA. The District is reviewing options and costs to remedy the situation.
- The District is negotiating a settlement with a contractor over work at McAuliffe and Muir schools.
- Plans are underway to blend the current East and West campuses at Stockmeir into one. A modular will be placed on site as a temporary central office. The kindergarten play yard will be expanded, and an upper-grade play structure will be added.

**B. Financial Report (Spiral-bound Progress Report) dated March 25, 2016**

Jeff Scogin of AKG provided a program overview:

- Bond Project List Report (Pages 1-13) As of December 31, 2015

Total Elementary Schools: \$104,356,147  
Total Middle Schools: \$79,577,785  
Total District-Wide: \$36,787,004 (Breakdown below)

- *Total General: \$21,867,734*
- *Total Program Costs: \$5,400,000*
- *Total Technology: \$5,690,850*
- *Total Contingency: \$3,828,420*

**Overall Total: \$220,720,936**

- Bond List Revisions Approval Request, Revision #10, as of March 1, 2016 (Pages 14-28): Figures in green indicate increased budgets; in red, budgets decreased. Report has been approved by the Board. There have been many changes.
  - (Page 22) References *Middle Schools Quad & PE Improvements* was previously labeled *Quad*.
  - (Page 23) Middle Schools Interim Housing Project, in the amount of \$800,000, has been consolidated and is now included in Kennedy Middle School Campus Modernization.
  - (Page 26) Program Contingency budget increased by \$119,959. (Unallocated interest earned.)
  - (Page 28) Reflects Districtwide Totals: Approved Budget of \$220,720,936; Proposed Budget \$220,840,896; Proposed Revision \$119,959.
- Whole Program Summary Report (Page 29) Reporting Inception through December 31, 2015 The District spent \$123,442,634 as of December, leaving a remaining balance of \$97,278,302.
- Project Summary Report (Pages 30-40) Reporting Inception through December 31, 2015 Technology dollars are moved from the District-Wide category to specific site categories as needed. Significant spending occurred at Garden Gate, Muir, and McAuliffe as well as at Cupertino and Miller middle schools.
- Fiscal Year 2015-2016 Quarter 2 Cash Flow Chart (Page 41) Spend Data through December 31, 2015 Calendar is extended to 2023.

- 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**

- Owner of property near Sedgwick is still interested in selling. The District provided the owner an updated appraisal and is waiting to hear back. No specific use has been designated, but it probably will be used as a play yard/blacktop area. A recommendation will go to the Board at a later date.
- The District is receiving decent bids, thanks to Construction Manager's efforts.
- Major modernization will occur at Lincoln Elementary School. Parents/community members are asking if the District has plans to put a fence in; answer is no.
- The District is grateful to the community for their support of the bond measure. We recently sold Series C in the amount of \$55M and refinanced old bond debt which will save taxpayers approximately \$6M. The District continues to maintain an excellent bond rating which insures a low interest rate.
- We currently have two openings on the Committee, and applications will be sent to Stuart Kelly (a Kennedy PTA parent) and Karen Barrett (a retired CUSD employee) for consideration. In addition, terms for both Emily Lee Kelley and Orrin Mahoney will expire in May, and a recommendation will go to the Board in April/May to seek approval for both to serve another two-year term. Recent changes in the law allows up to three consecutive terms. Bylaws will be updated and submitted to the Board for approval.

**NEXT MEETING DATE:** Wednesday, June 22, 2016, in the temporary school office/portable at Stevens Creek Elementary School. Interested parties may tour the campus at 7:00 p.m. and the meeting will immediately follow at 7:30 p.m. Pam Mackey will connect with the school to confirm.

**ADJOURNMENT:** 8:22 p.m.