

**Fremont Unified School District
2014 Measure E
Citizens' Bond Oversight Committee**

Meeting Minutes

District Office Staff Room 211
December 7, 2016

Call to Order Meeting called to order at 7:08 PM

Attendance (Quorum)

Members Present: Kathryn McDonald, Bryan Gebhardt, Sally Morgan, Ashok Desai, Dave Peper, Eric Tsai, Jim Hunt

Members Absent: Anu Natarajan, Soraya McNally, Jeff Bowen, Dax Choksi

FUSD Staff Present: John Chwastyk, Director of Facilities and Construction

Others Present: Robert Sands, Aaron Kael and Amber Aguilar, Vanir Construction Management

Approval of Agenda

The meeting agenda was approved as submitted.

Approval of Previous Month's Minutes

The previous month's minutes were approved as submitted.

Community Outreach

Robin Michel published two items to the website.

- 11/8/16 - Welcomed new members, elect new officers and thank you from the Superintendent and the Board of Education.
- 11/9/16 – Provided detail of November 9, 2016 Board of Education Meeting, including all authorized board items.

Oral & Written Communications

There were communications with the bond attorney in regards to the Project Stabilization Agreement (PSA) and School Facilities Consultants. A printout of the communication between the attorney and John Chwastyk was provided to committee members. It was clarified that the School Facilities Consultants agreement is not a duplicate effort, and that bond monies are not paying for their services.

Update on Board Actions and CBOC Feedback to Board

John Chwastyk provided a summary of the November 9, 2016 board meeting. A packet of all board items presented at the 11/9/16 board meeting, with financial back up, was provided to all CBOC members. It was explained that like projects are now grouped together when appropriate in order to consolidate board items. The Committee asked for further clarification on the Colbi Technologies contract. It was explained that Harris & Associates, the former Program Manager, had proprietary rights over the accounting system they were using as part of the program management services. Fremont Unified School District did receive raw data files, but, did not retain the proprietary software system when Harris &

Associates left. The Committee wants to ensure that Fremont Unified School District will maintain rights of the new system. Committee members voiced concern over the importing and exporting of data with the Colbi Technologies software. The Committee would like further clarification in how the import and export is done. Aaron Kael, Vanir, has agreed to look into this issue and provide feedback at a later date.

Monthly Status Report

American, Brookvale and Patterson New Classroom Additions projects are moving along. The IT projects are on schedule. The Walters New Classroom Additions project will soon be ready to bid. The Implementation Plan will shed more light on where the bond is headed. The Committee had questions in regards to budget adjustments and how the adjustments will affect future budgets. John Chwastyk clarified that all remaining balances will be rolled into the program contingency unless the Board decided otherwise. The main reason for use of contingency so far is due to the student population increase and the associated classroom addition projects. Additionally, the Fremont Unified School District Board would prefer to build permanent structures vs. less expensive temporary structures. The Committee would like to know if developer fees can be used for classroom additions. John suggested posing that question to the Board.

Measure E CBOC Annual Report – Draft Presentation to CBOC

Annual report overview was presented by Committee President Bryan Gephardt. Committee members would like some format changes made to the presentation. They would also like to promote more public and board participation. Their suggestions are listed below.

- Update formatting to show visual snap shot of numbers and percentages.
- Suggest advertising CBOC meetings at schools to help gain more interest.
- Suggest informing Robin so she can broadcast meeting on her communications.
- Suggest advertising the open CBOC member vacancy.

Fremont Unified School District is eligible for approximately \$150 million of Proposition 51 funds. Developer fees can be a positive impact for the District. Level 3 fees can be lowered to level 2 fees once Proposition 51 funding has been released by the state and monies are received.

Presentation – Methodology for Development of Implementation Plan

Aaron Kael presented the preliminary methodology and plan. Middle School Conversion projects are prioritized on the conversion schedule. The three (3) high schools which will be receiving prop 39 funding, must be finished by 2019-2020. Proposition 39 is a state program which requires that all work be completed within a five year time frame. 5.6 million dollars are available to the Fremont Unified School District through Proposition 39. The HVAC projects for American High, Mission San Jose High and Kennedy High School projects are eligible for Proposition 39 funding. The goal is to get the Implementation Plan to the District late December and then present to the Board at the second meeting in January. Vanir's implementation plan will be based on the Long Range Facilities Plan's recommended project list. The plan will be based on site vs. project type. Committee members have requested copies of the Implementation Plan once it is available. They have also requested timeframes and deadlines for the Middle School Conversion projects. The Committee President believes this information should also be communicated with the Board.

Review of Future Meeting CBOC Dates, Topics and Board Calendar

The January CBOC meeting has been confirmed to take place January 18, 2017, at 7:00 pm. Report from the auditors is anticipated to be provided at the January 18, 2017, meeting. The CBOC Annual Report to the Board is tentatively January 25, 2017.

Adjournment 8:56 pm

Respectfully submitted by: Amber Aguilar, Recording Secretary
Edited by: John Chwastyk

