

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

Meeting Minutes

District Office – Professional Development Center
February 1, 2017

Call to Order Meeting called to order at 7:00 PM

Attendance (Quorum)

Members Present: Jeff Bowen, Ashok Desai, Bryan Gebhardt, Kathryn McDonald, Sally Morgan, Eric Tsai

Members Absent: Dax Choksi, Soraya McNally, Anu Natarajan, Dave Peper, Jeff Hunt

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

Others Present: Karl Schultz, Robert Sands and Aaron Kael, Vanir Construction Management
Roshini Kingsley, Parent Faculty Association (PFA), Mission San Jose High School;
Robin Michel, Communications; Bob Moran, Principal, Washington High School

Approval of Agenda

The meeting agenda was approved as submitted.

Amendment to January 18, 2017 Meeting Notes

Following the January 18, 2017 CBOC meeting, it was discovered that a quorum had not been seated and as such, the CBOC needed to revote to accept the bond audit. The CBOC voted and the motion passed.

Approval of Previous Month's Minutes

The previous month's minutes were approved as submitted.

CBOC Memo to the Board of Education

A summary of actions taken by the CBOC on February 1, 2017, was approved by the committee and sent to the Board of Education on February 2, 2017.

Community Outreach

The CBOC received an invitation from the Mission San Jose High School Parent Faculty Association (PFA) to host their meeting at Mission San Jose High School. Roshini Kinglsely, a member of the PFA, expressed concern about the condition of the track and field and asked the CBOC for help assessing it.

Implementation Plan

Vanir Construction Management, Inc. (Vanir) presented the revised Measure E Implementation Plan, Budget and Cash Flow. Vanir explained that the Implementation Plan was designed to ensure that the Middle School Conversion dates were achieved and Prop 39 deadlines were met.

Vanir explained that projects were prioritized based on need. Schools with the lowest facility score were

prioritized ahead of those with a higher facility score. The Implementation Plan anticipates modernizing one elementary school per attendance area per year, one middle school and one high school.

Based on current market conditions and the current state of the budget, staff anticipate that all projects proposed within the Recommended Projects List of the Long Range Facilities Plan can be completed within the Measure E bond program.

Discussion on Bylaws Regarding CBOC Member Attendance

The CBOC voted unanimously to recommend that the board adopt the following changes to the CBOC bylaws at its next available board meeting.

Amend **Article IV Membership**, to add a new section **D Attendance** between **D Resignation** and **E Vacancy** to be:

D Attendance

All committee members of the committee shall be in attendance at the hour appointed for each regular, special or recessed meeting.

In the event a committee member is absent without a valid reason for three regular meetings during a calendar year the committee member shall be removed from membership.

An absence may be excused only if caused by:

1. The member's hospitalization,
2. The member's observance of a religious holiday, or
3. Death in the member's immediate family

The recording secretary shall review the attendance records after each regular meeting, and if he or she finds that any member has become ineligible for continued membership due to lack of attendance, he or she shall promptly notify the chairman, the Board of Education, and the Superintendent of such fact in writing. The Superintendent or designee shall begin the process of filling the new vacancy."

Update on Board Actions

Robin Michel published the Measure E Bond Update: January 11 & January 25, 2017, FUSD Board of Education Meeting Update. The January 11, 2017, Update contained highlights of the CBOC Annual Report, which was presented at that meeting. Key topics from both Updates are bulleted below.

The FUSD Board of Education took the below action on agenda items:

- Approved the contractor prequalification process.
- Approved the Walters Middle School Conversion Project.
- Authorized staff to amend the agreement for Project Inspection services for the American High School New Classroom Project. Authorize staff to amend the SVA Architects agreement for the Horner Middle School Conversion project.
- Authorized staff to proceed with the design and construction of a new classroom building at Washington High School.
- Authorized staff to enter into an agreement with Bockman and Woody for the Priority 2 Package 4 IT project at Washington High School.

Monthly Status Report and Update on Implementation Plan

The Information Technology (IT) projects are moving along nicely. The majority of the IT packages have been bid. All projects are on schedule to be complete by the start of the 2017/2018 school year. Brookvale Elementary, American High, and Patterson Elementary are all on schedule and within budget. Walters Junior High is in under review by the Division of State Architect (DSA). Staff expects DSA to issue a

permit shortly. Mission San Jose High School Pool and American HVAC projects will be going to DSA soon. We are in the early design phase for the Horner Middle School Conversion.

Review of Future Meeting CBOC Dates, Topics and Board Calendar

March CBOC meeting has been confirmed to take place March 1, 2017, at 7:00 pm. The Committee will receive a report from Saylor Consulting, Inc. on current construction market conditions.

Adjournment 9:00 pm

Respectfully submitted by: Aaron Kael, Deputy Program Manager

Edited by: Robin Michel

Approved by: John Chwastyk