

**Fremont Unified School District  
2014 Measure E  
Citizens' Bond Oversight Committee  
Wednesday, Sept. 5, 2018**

**Meeting Minutes**

Meeting held at the FUSD District Office Central Meeting Room

**Call to Order:** Meeting called to order about 6:36 p.m.

**Attendance:** (Quorum established)

**Members Present:** Jeff Bowen, Carla Cox, Ashok Desai, Bryan Gebhardt, Chip Koehler, Siv Mahanty, Kathy Lang Newman and Kathryn McDonald

**Members Absent:** Sunil Pandey announced his resignation due to moving out of the district.

**FUSD Staff Present:** John Chwastyk, Director, Facilities and Construction; Ken Blackstone, Public Information Officer for Facilities and Construction

**Others Present:** Judith Wallace, Vanir Construction Management; Liz Fischer of FCPTA

**1. Welcome and Introductions:**

Judith Wallace, a vice president with Vanir Construction Management was introduced. She was standing in for Aaron Kael of Vanir, who was on vacation.

**2. Annual Election of Officers:**

The bylaws call for annual election of officers (chair, vice-chair, secretary, parliamentarian and publicity chair) each September. Each office has a one year term with a limit of two consecutive terms served. There hasn't been an election of a full slate of officers since Nov. 2016 and with vacancies being filled in the middle of the year, terms for the current slate of officers is not synchronized.

There was discussion about alternates not being eligible for offices and with Kathy McDonald's terming off the committee, only four current members are eligible for five officer positions. Other topics of discussion included eliminating or not filling the publicity chair position and elevating alternates into vacant member seats.

A motion was approved to defer the election of officers until the Board approves enough members to fill the offices.

### **3. Approval of Previous Month's Minutes:**

The May 30, 2018 meeting minutes were approved.

### **4. Community Outreach:**

Chip Koehler said his Kiwanis Club asked him to do a presentation about the CBOC and asked if there was a standard presentation he could use and should he or someone else do the presentation. Bryan said there is a past presentation he did for another group and would provide it to Chip.

### **5. Oral & Written Communications; Voicemail & Email Report:**

There was no public comment nor written communications. Since the last meeting, the CBOC has not received any voicemails or emails.

### **6. Quarterly (March 31, 2018) Financial Report Review**

John Chwastyk went over the financial report to the Board and CBOC for the quarter ending on March 31, 2018, and provided various highlights. Discussion topics included income estimates listed with actual expenditures in the use of contingency funds and the desire to see actuals for both expenditures and income to get a more accurate total. There was also discussion about the 10-percent market escalation and how that can be reflected in the reports.

### **7. Recap and response to May 31, 2018 CBOC letter to Board**

Chairman Gephardt discussed the memo sent to the Board on May 31, 2018, resulting from the CBOC's action at the May 30 meeting. There was a response sent to the Chairman but the committee hadn't seen it so it will be sent to the full committee. (Note: This was emailed to the committee on Sept. 14.) The Chairman asked that this be carried over to the next meeting.

### **8. Bond Audit Report, Review and Approval:**

An additional set of answers from the Bond Auditor to Mr. Mahanty's follow-up questions on the Bond Audit Report of April 11, 2018 were sent to the committee prior to the meeting. After discussion from Mr. Mahanty, he was asked to draft a request for additional items the committee would like to see included in the next audit report.

After giving conditional approval at the May 30, 2018 meeting, the committee voted to finalize their approval of the bond audit report presented at the April 11, 2018, CBOC meeting.

### **9. Update on Board Actions:**

John Chwastyk briefly went through items from the last four Board meetings since the committee last met. There were a total of 39 Measure E agenda items in those four meetings, including a potential future bond measure discussed at the Aug. 22, 2018 meeting. John encouraged the committee to review those items online.

### **10. Monthly Status Report:**

Judith Wallace from Vanir Construction went over a list of items that were completed this summer for the 2018-19 school year. (For a comprehensive summary, please review the ["New school year begins with additional Measure E bond projects completed"](#) news release sent on Sept. 14.)

In response to a question, John Chwastyk reported that the Horner project was on schedule and not delayed. Also in response to a question, John noted the cost of the HVAC and lighting project at American High School is \$16.5 million, which is listed in the "Use of Contingency Fund" table on the March 31, 2018 financial report.

There was a request for a future presentation to the committee on the middle school conversions and the number of new classrooms, additional student capacity, etc. at each school.

**11. Review of Future Meeting CBOC Dates, Topics and Board Calendar:**

There was a brief discussion on the idea of meeting monthly vs. bimonthly. One suggestion was to meet on alternate months from the FAC. John Chwastyk said there were advantages both ways and asked if starting the meeting at 6 p.m. was a possibility. One response was that would be problematic with traffic, etc. The committee agreed to discuss meeting schedule again at the next meeting.

**12. Adjournment:**

The meeting was adjourned about 7:48 p.m.

The next meeting of the CBOC will be at 6:30 p.m. on Oct. 3, 2018 in the Central Meeting Room at the FUSD district office.