

MINUTES OF THE CBOC MEETING:February 18, 2009
555 Franklin Street, Room 312C

Facilitator: Jim Quadra

Committee Members Present: Patricia Crawford Nan McGuire
Lourdes Garcia Jim Quadra
Walter Haub

Committee Members Not Present: Craig Issod

Interested Parties Present: David Goldin Richard Pio Roda
Joe Grazioli Leonard Tom
Tom Brewer

Minutes prepared by: Susan Ortega-Resurreccion

1. **Jim Quadra presided over the meeting.**
2. **Roll call – Craig Issod was not present.**
3. **Minutes of February 18, 2009 meeting was unanimously approved.**
4. **Public Comment.**
None.

5. **Report on audit. (Joe Grazioli / Tom Brewer)**

Tom Brewer stated that the audit reports are not ready as previously mentioned. The originally agreed upon procedures included 70% of transactions over \$100K plus 50 randomly selected transactions for less than \$100K for quality control. The 2003 Bond samples were reached at 70%. Tom's request for criteria change for the 2006 Bond was due to a higher number of smaller transactions. Current samples reviewed are at 57% and it will require an additional 40% of samples to get to the requested 70%. There are no negative impacts on the validity of the audit based on the current number of samples. The committee members acknowledge Tom's points, but feel more comfortable staying with the original criteria. The committee and Tom Brewer agreed to stay with the original 70% sample requirement. This will add \$6K in audit cost to the 2006 Bond.

6. **Program Status Reports from:**

- **Chair, Vice-Chair Comments**
None.
- **Greening Programs status: Green schoolyard report by Nan McGuire.**
Nan reported that Ecomedia Award was granted to Rosa Parks.
- **Community Outreach: Discussion of website publication.**
Jim put in his thoughts on the purpose of a CBOC website – as a vehicle for communicating to the public information such as CBOC minutes, audit report, financial reports, et.al., as mandated by the voters. Leonard indicated that there has not been enough time available for staff to pursue this. He suggested getting an outside consultant to work on this. Leonard will look into this and will be put on to the next agenda for further discussion.

- **David Goldin: Program Status.**

David reported on some of the projects completed (2006 Bond projects). Bids have come in 25%-30% under our project budgets. We are getting contractors that have never bid on District work. We are moving into a high vigilant mode to monitor any discrepancies. We discuss with the contractor to ensure that these bids are to the best of their ability will be completed based on their bids. 70% of the 2006 projects are subject to a Project Labor Agreement (PLA). The PLA has not made any difference on the bid amounts. Jim suggested on vigilance on the bonding companies.

7. Follow up discussion on committee membership.

David informed the committee that there are possible potential members lined-up (1 architect, 1 parent – Elementary). Jim suggested discussion on clarification of committee term limits for the next meeting. Richard Pio Roda is going to review the bylaws of the Committee regarding membership and term limits.

8. Follow up discussion on bond sale.

Leonard reported on the January 2009 financial highlights. 2003 Budget at \$367M, Board approvals at \$302M and \$289M spent. For the 2006 Bond, budget at \$492M, Board approvals at \$131M, and Spent \$54M. Projects underway are as follows: At or near completion for the 2003 Bond are 29 sites, 7 sites for the 2006 Bond; Remaining 1 site for the 2003 Bond (Lincoln HS) and 18 sites for the 2006 Bond; Under design/or approval/advertised: 18 sites for the 2006 Bond; accounting for total of 30 sites for the 2003 Bond and 43 sites for the 2006 Bond. On the financial closures, out of 18 sites, 15 were under budget and 3 were over budget. Leonard indicated that due to surplus funds, sites are being reviewed for additional work. On the Green Schoolyards, 1 site for the 2003 Bond under pre-development and 6 sites for the 2006 Bond. Five sites are under detailed design and 6 sites under construction for the 2003 Bond. \$1.1M was spent for the 2003 Bond. (Please see Financial Reports for January, 2009 for details).

Leonard mentioned that the search for the Greening Project Management Assistant is underway. Nan inquired about the funding for Greening at each site. Leonard responded that Greening started with \$125K and increased to \$142K/school for the 2003 Bond. \$150K budget for the 2006 Bond, \$25K increase was set aside for detailed landscape design.

Bond sale for \$150M in January was successful, composite increase rate below 4% based on 15-year composite maturity. This will save taxpayers \$40-50M in the long haul. Joe Grazioli put in additional information with regards to the sale and handed out informational booklets. These funds are with the City Treasury with short-term interest rate at 1.9%.

Leonard pointed out the impact of the State grants freeze. There is no impact on 2003 Bond projects. Leonard said that 19 projects for 2006 Bond were eligible for \$35M for State grants. 1 grant for \$400K received, 1 grant approved for \$3.4M, but not funded, and 7 schools currently under construction with \$12M on State grant funds in their budgets. The 2006 Bond program is proceeding on schedule without any delays caused by the State freeze. For now, we will incorporate the State funding whenever it does be come available.

9. Discussion on visiting schools divided among members.

Jim suggested an email be sent to CBOC members on visiting schools. Proposal of photos taken during the visits to be published at the website.

10. Proposed Schedule and Agenda for next meeting.

Special meeting by mid-March to discuss the following:

- 1) Approval of final audit report for a Board Resolution presentation.
- 2) Follow up discussion on website publication.
- 3) Follow up discussion on committee membership.

11. Adjournment

The meeting was adjourned at 8 PM.