

**BOND OVERSIGHT COMMITTEE MEETING #03**

September 14, 2015

District Office, Board Room

8142 Moss Landing Rd, Moss Landing, CA

**MEASURE 'H' BOND****Meeting Minutes #03**

Rescheduled from: August 17, 2015

District Board Room, 5:30 p.m.

**A. Call To Order.** The meeting was called to order at 5:42 p.m. by Vice-Chair, Manuel Osorio. Roll call was taken and verification that a quorum was present.

**Committee Members Present:**

Manuel Osorio	Vice-Chair, Bona Fide Taxpayer Association
Cosme Padilla	Senior Citizen Organization
Dean Lines	School Site Council/Parent Teacher Group
Larry Calhoun	Community-At-Large and Business Community
Lillian Mulvey	Community-At-Large and Business Community
Patricia Alva	Community-At-Large and Parent Elkhorn Elementary
Jose Anaya	Community-At-Large, Business Community and Parent

**Committee Members Absent:**

Lori Miranda	Chair, Business Organization and Parent
Eddie Centeno	Community-At-Large and Parent NMC High School

**Staff Present:**

Kari Yeater	Superintendent, arrived 5:50 pm
Liann Reyes	Asst. Superintendent, Business Services
Rick Diaz	Bond Program Manager
Virginia Boyce	Bond Account Specialist

**Public Present:**

Margaret Stone	Grandparent
----------------	-------------

**B. Introduction and Welcome Newly Appointed Committee Members.** New committee members Patricia Alva, Jose Anaya, and Dean Lines met at 5:00 pm with staff members Liann Reyes and Rick Diaz to receive and review committee member information packets. Review included:

- By-Laws and Ethics Policy (signatures were received).
- Training Packet and Best Practices Handout
- Brown Act Overview Handout
- Statement of Economic Interests, Form 700 (forms completed and signed).

**C. Review and Approve Meeting Minutes from May 4, 2015.** The meeting minutes for the May 4, 2015 meeting were reviewed for adoption.

**Motion to adopt:** Manuel Osorio

**Second by:** Lillian Mulvey

**Abstained:** Cosme Padilla, Patricia Alva, Jose Anaya, Dean Lines  
**Vote:** 3-0 (Item to be presented for approval at next meeting)

- D. Review Expenditures 04/1/2015 through 08/31/2015.** Staff presented to Committee Measure H Bond expenditures for period identified. At the request of committee members, a very brief explanation of District policies regarding
- Project scope assignment verses material purchases
  - CUPCCAA procedures and contract dollar limitations for advertising requirements versus advertised public bids
  - Public works reporting requirements
  - Contractor state licensing requirements and prequalification procedures through the District's website
  - Question to the Chair received from Margaret Stone regarding expenses for NMCHS roof replacement not included on the project list. Staff responded: Expenses occurred were for an assessment of condition for possible Series B projects.

- E. Current Project Status Update.** Staff reported current status of following projects:

**NMCHS Library/Media Center:** The project is currently out for bids. Bid opening date is September 24, 2015 with anticipated School Board approval at the October 1, 2015 regularly scheduled meeting. Project area will be fenced off during construction. When project is complete, the new community space will be open from 7 a.m. to 7 p.m. outside of school hours from Monday through Friday.

**NMCHS Athletic Track & Field:** The project is currently in process of receiving California Environmental Quality Act (CEQA) approval. A required exclusionary fence has been installed and will be monitored for one full rainy season. Endangered species monitoring requirements included hiring a biologist to perform monitoring services during earthwork. Additionally, Monterey County Planning, Development Review Committee (DRC) has responded with comments that require addressing. Anticipated submittal to the Division of State Architect (DSA) is late fall.

**NMCHS Gym Floor & Bleachers:** Additional scope was required by DSA requiring adjusting the budget, increasing the project from \$450,000 to \$750,000.

**NMCHS Heating Project:** Entire project scope has been reviewed with favorable conditions allowing for a reduction in budget from \$5 million to \$4 million.

**District Wide Deferred Maintenance and Technology Upgrades:** A brief overview of projects completed during the summer school break was provided by staff. Technology budget currently reflects actual costs with the anticipation of future receipt of an e-rate reimbursement of \$345,000.

- F. Bond Budget Status.** Staff provided Series A budget reports of Initial Budget, Projected Budget, and Expenditures-to-Date by Project. Committee members questioned inclusion

of solar projects. Staff is reviewing for potential inclusion in Series B project list at some elementary sites.

- G. Establish 2016 Meeting Calendar.** Committee members reviewed dates for calendaring 2016 meetings. Question to Staff received from Margaret Stone regarding availability of physical review of completed projects by Committee members. Staff agreed to hold future meetings in completed project spaces. Proposed future meeting dates; January 20, May 11, and September 21, 2016.

**Motion Approve:** Larry Calhoun

**Second by:** Cosme Padilla

**Motion Carried:** 7-0

- H. Bond Oversight Committee Annual Report.** Committee reviewed a draft annual report for submission to the NMCUSD Board of Education. Staff suggested to the Committee that the Committee's Annual Report to NMCUSD Board of Education include the list of projects with associated budgets and expenditures and draw a relationship between language of the bond measure and the priority project list. Present committee members expressed a desire for more financial and project details in the report.

- I. Board Requests.** Committee was also advised that a performance and financial audit of bond expenditures will be conducted in October.

- J. Adjournment.** The meeting was adjourned at 6:40 p.m.

**Motion to Adjourn:** Lillian Mulvey

**Second by:** Larry Calhoun

**Motion Carried:** 7-0