



## **Citizens' Bond Oversight Committee (CBOC) Meeting Minutes Alum Rock Union School District Office – Conference Room #1**

**August 13, 2018 6:30p.m. –8:00p.m.**

### **Attendance:**

- Kolvira Chheng, Assistant Superintendent, Business Services
- Louie Moran, Director of Facilities, Bonds, & Leases
- Patricia Tovar, Executive Assistant, Business Services
- Members: Ray Mueller, Alison Cingolani, Frank Chavez, Minh Pham, Francine Brissey

### **Guest(s)/Public**

- Matthew Anderson, EMG Representative
- Bhaskar Ale, EMG Representative
- Loretta Tanner, George Middle School Teacher
- Linda Chavez, Community Member
- Janet Odell, Community Member

### **INTRODUCTIONS**

Mr. Mueller, CBOC chairperson, called the meeting to order at 6:34 p.m. Ms. Brissey is unable to stay for the meeting due to a sick child, but will stay to do the action items.

### **APPROVE AGENDA**

Mr. Mueller moved items Approval of Minutes- 5/14/18; 6/4/18; and 6/18/18 as the first agenda item in order followed with Committee(s)-Site Visit; Website for committee to take action before Ms. Brissey leaves. The amended agenda was approved unanimously. 5-0.

### **INFORMATION/DISCUSSION/ACTION**

#### **APPROVAL OF MINUTES- 5/14/18; 6/4/18; and 6/18/18**

##### 5/14/18 and 6/18/18

Mr. Chavez moved to approve the minutes; Ms. Brissey seconded the motion. The minutes were approved unanimously. 5-0.

##### 6/4/18

Ms. Cingolani moved to approve the minutes; Ms. Brissey seconded the motion. The minutes were approved unanimously. 5-0.

### **INFORMATION/DISCUSSION/ACTION**

#### **COMMITTEE(S) 1) Site Visit (later in agenda) 2) Website**

Mr. Mueller suggests a website subcommittee to consist of two members and managed mostly via electronically; Member Brissey to join Chair Mueller for the website subcommittee.

Mr. Mueller moved to approve the website subcommittee and Member Brissey; Ms. Cingolani seconded the motion. The website subcommittee was approved unanimously. 5-0.

\*\*\*Ms. Brissey left meeting at 6:38p.m. Mr. Mueller states, addendum of notes from this point on.\*\*\*

### **PUBLIC COMMENT**

Mr. Mueller opened up the floor to public comments.



## **PUBLIC COMMENT (continued)**

Comment:

Ms. Loretta Tanner states that she's happy to see George Middle School on the list, never makes it; plus it's the 50 year anniversary.

**INFORMATION/DISCUSSION/ACTION** (No action required)

### **FACILITIES ASSESSMENT UPDATE**

Mr. Mueller introduced Mr. Matthew Anderson and Mr. Bhaskar Ale from EMG that presented the Facility Conditions Assessments (FCA) and was presented at the regular board meeting held on June 14, 2018.

Mr. Anderson stated that the assessment was to review the 24 schools and the District Administration Building and provide- facility condition information; long range facilities plan; HVAC equipment inventory; and time frame for site reviews from February through April. In addition to closely look at the buildings, get information from the District what was spent, followed with lots of discussion.

Mr. Anderson continued with an overview of the project process and methodology which consists of:

- Data collection (plans, building histories, staff interviews);
- On site review (visual survey with maintenance staff escort);
- Reporting (final data input, reporting);
- Quality control (data and draft report reviews);
- Findings (facility condition index, forecasted funding); and
- Training (capital forecast reporting and preventive maintenance planning)

The Facility Condition Index (FCI) is a metric for overall building condition.  $FCI = \text{cost of needed repairs} / \text{current replacement value of the building}$ , as a percentage: 0-5% = good; 5-10% = fair; and 10% plus = poor

Mr. Anderson provided roofing data costs for the next three years. Ms. Cingolani asked for more details and for the data listed to be clearer on the reports. i.e. instead of just stating roofing, should indicate 're-roofing', 'recoding', or 'roofing'. Mr. Moran responded to clarify the data. Mr. Anderson continues with the infrared testing data. Mr. Mueller concerned with the roofing replacement costs at San Antonio Elementary since it's a newly school and the costs are listed at \$113,591; we have yet to receive the Certificate of Participants (COPs). Mr. Mueller suggests that the committee review on their own time each schools' data report as there is not enough time to review at this time. Mr. Anderson pointed out some low and high safety costs (that were addressed at the board meeting).

Public Comment:

Ms. Loretta Tanner concerned that at George Middle School, there's a lawsuit waiting to happen.

Ms. Janet Odell comments

Mr. Anderson continued reviewing data/information under their website (currently only available to certain individuals at this time); viewing roofing photos from San Antonio site (viewed under the priority reports/graphs). At this time, Mr. Anderson outlined the prioritization of repairs, started with the categories in order of importance: Safety; Performance/Integrity; Accessibility; Environmental; Modernization/Adaptation; and Lifecycle/Renewal. Next importance is whether the system is critical to the operation of the building, followed with the use of the building, building components are generally more important than site components, and lastly, life safety is the highest building components. Mr. Anderson continues with the Prioritization Cost Table.

Mr. Anderson ended with the FCA summary findings: some repairs in the FCAs are already planned by the district and in progress this summer; infrared review of electrical panels shows areas where further testing of circuits is needed due to AC/computer charging stations; HVAC equipment has exceeded its estimated useful life and energy saving opportunities; short term repair needs of ~\$12K; and total 20-year repair needs estimated \$253,648,294.



**INFORMATION/DISCUSSION/ACTION** (No action required)  
**FACILITIES ASSESSMENT UPDATE (continued)**

Public Comments:

Ms. Linda Chavez comments

Ms. Janet Odell asked if there will be an annual assessment routine inspection more often than currently. Mr. Chheng responds that there is already a process in place with Maintenance Operations & Transportation (MOT) to have the ability of an updated data base.

Committee Comment:

Ms. Cingolani asked how to proceed or determine from this report what is feasible, and how to make good use of the report. Mr. Chheng responded that it's a huge undertaking and would have to go with the urgent needs and to be reviewed and taken to the Board to proceed.

Mr. Mueller asked how about bringing in interns.

Public Comments:

Ms. Linda Chavez asked (directed to Mr. Moran) would that help you (having the intern) or make it worse since Mr. Moran is the most experienced. Mr. Mueller responded that this is only an idea, therefore, lets continue with ideas at this time.

Mr. Loretta Tanner comments

Ms. Janet Odell is glad for this report; it's very impressive and thank you to EMG.

Mr. Mueller asked if there are any more questions for EMG.

Mr. Chheng will add the files to our website.

\*\*\*EMG left at 7:43p.m.\*\*\*

**INFORMATION/DISCUSSION/ACTION**  
**GENERAL UPDATE-BONDS**

Mr. Moran provided a bond update with the following:

Current roofing projects (ongoing)- District Office, KIPP, LUCHA, Mathson, and Russo/McEntee;

Pending roofing future projects (on hold)- Chavez, Fischer, George, and MACSA;

Pending HVAC projects- Arbuckle, Cureton, McCollam, Ryan, and Russo/McEntee;

High priority project(s)- Chavez Restroom Modernization

Committee Comments:

Mr. Mueller asked who determines what project should be done vs what project may need to be done. Mr. Chheng responds that staff (himself) would recommend and/or reprioritize the list to the board for final approval list.

Ms. Cingolani states that the committee needs to tell the community what's going on (status update) and possibly avoid a community uproar.

**INFORMATION/DISCUSSION/ACTION**

**COMMITTEE(S) 1) Site Visit 2) Website (beginning of agenda)**

Mr. Mueller suggests the committee to continue with the site tour visit. He proposed September 8, 2018 from 12:00-3:00pm. Mr. Moran will coordinate (including transportation for members) and suggests to go to LUCHA, Mathson, Dorsa, and Hubbard.

**INFORMATION/DISCUSSION/ACTION**

**MEMBERSHIP AND UPCOMING ELECTION OF OFFICERS**

Mr. Mueller stated that we need 4 members for a quorum and have 2 vacancies, 1 for PTA and 1 Community-at-Large. He's concerned with announcing his resignation next month, need to fill these vacancies.

**ADJOURNMENT**

Mr. Mueller adjourned meeting at 8:19 p.m.