



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

**July 15, 2019 6:30p.m. –8:00p.m.**

**Attendance:**

- Kolvira Chheng, Assistant Superintendent, Business Services
- Patricia Tovar, Executive Assistant, Business Services
- Members: Alison Cingolani, Flor De Leon, Robert Duran, Minh Pham

**Absent:**

- Vacant (Senior Citizen Group, Community at Large, and Business Representative)

**Guest(s)/Public**

- Gabrielle Jeanpierre, District Para-Educator
- Brenda Z., Community Member

Ms. Cingolani, CBOC Chairperson, called the meeting to order at 6:36 p.m.

**INTRODUCTIONS**

Chair Cingolani told the committee that Mr. Duran needs to leave the meeting by 7:30 p.m.

**APPROVE AGENDA**

Mr. Pham moved to approve the agenda; Mr. Duran seconded the motion. The agenda was approved unanimously. 4-0. (absent-3 vacants)

**PUBLIC COMMENT**

Chair Cingolani opened up the floor to public comments and no public comments.

**INFORMATION/DISCUSSION/ACTION**

**APPROVAL OF MINUTES – June 17, 2019**

Chair Cingolani gave the committee a few minutes to review the minutes.

Also noted to the committee that a quorum, per our legal representative, Rogelio Ruiz, is as follows: i.e. On a 4 seated member committee, then need 3 for a quorum; On a 3 seated member committee, then a 2-member committee are needed for a quorum.

Mr. Pham motioned to approve the June 17, 2019 minutes; Ms. De Leon seconded to approve the minutes. The minutes were approved unanimously. 4-0. (absent-3 vacants)

**INFORMATION/DISCUSSION/ACTION**

**ANNUAL REPORT**

Mr. Pham wanted to acknowledge Mr. Efrain Robles, Fiscal Director, for stepping in at last months' meeting on behalf of Mr. Chheng. There was a question that Mr. Robles was not able to answer, therefore, would like Mr. Chheng to respond to the following: (references the draft 2018 Annual Report CBOC on page 16 number 4)



**INFORMATION/DISCUSSION/ACTION (continued)**  
**ANNUAL REPORT**

Mr. Pham wanted clarification regarding the noted expenditures and any fiscal effects in the foreseeable future. Mr. Chheng responded no, and also challenged that with Crowe. Crowe did concur that those payables were setup and will get a letter; invoices were approved. Mr. Pham asked what was the specific nature of those incurred costs. Mr. Chheng responded that those were the balances in the program management and construction management.

Chair Cingolani asked for clarification (references page 11 marked by an asterisk-see below for project name) on the indicated projects that were or will be funded over multiple fiscal years. Mr. Chheng responds regarding the HVAC Projects that will redo the projects for DSA (Department of State Architects). Chair Cingolani asked if we have a timetable. Mr. Chheng states not yet and that we are working with the Board. Mr. Duran asked if there's a chance it may roll into fiscal year 2021. Mr. Chheng agreed that yes it may.

*HVAC Bid for Arbuckle	\$151,720
*HVAC Bid for Cureton	\$159,053
*HVAC Bid for McCollam	\$158,960
*HVAC Bid for Russo McEntee	\$228,832
*HVAC Bid for Ryan	\$229,560

Mr. Pham asked are we half way being fiscally independent. Mr. Chheng responded no, the District is not and that we are also transitioning into the county payroll system. We were one of four districts that were fiscally independent which included Cupertino, San Jose Unified, and East Side Union High School Districts. The Fiscal Advisor was removed back in January.

Chair Cingolani asked which schools have temporary HVAC. Mr. Chheng responded that Russo, Cureton, Ryan, and Arbuckle Schools have temporary HVAC. Mr. Chheng noted that *Restroom Modernization at Mathson* Project should be included in the project list. Ms. DeLeon asked why is it so expensive, cost lots of money. Mr. Chheng responds that only 2 or 3 bids are received vs the 10 or more bids elsewhere-very scarce, limited-lots of competition. Mr. Chheng noted that the District currently has \$5 million bond funds; Local Revenue is typical interest.

Chair Cingolani asked committee to include more information to clarify the questions and to add links, an additional file; any edits will be collected and sent to the committee. Chair Cingolani also asked the committee if anyone would like to speak on the report or a part of the report. Mr. Duran noted that he spoke at the last meeting, mostly to staff, but it was good. Ms. DeLeon acknowledged that Mr. Duran did a great job and also for his patience since he was on after 9pm. The goal to present the report is for the September 12, 2019 Regular Board Meeting provided the committee stays track. Ms. DeLeon recognized that this committee is great for the community because it provides important information and accountability that the community needs to be aware. Chair Cingolani and Mr. Pham will work on the PowerPoint draft presentation and send out for feedback.

**Public Comment:**

Ms. Brenda Z – Asked how do you determine which school/project gets worked on.

Chair Cingolani responds: this committee does not determine what gets worked on. It's the Bond Advisory AdHOC Committee and Chair Dolores Marquez-Frausto leads the meeting. This meeting has not met for almost 2 years.

There was no action taken; the annual report closed approved unanimously. 4-0. (absent-3 vacants)



## **INFORMATION/DISCUSSION RECRUITMENT EFFORTS**

Chair Cingolani stated that she recently met with Dr. Bauer and found out that she is also assisting with the recruitment. Mr. Duran asked Mr. Chheng about advertising in the Mercury for free. Mr. Chheng stated that in past meeting discussions remembers that former member, Francine Brissey, knew that the Mercury offered free advertising; Chair Cingolani will reach out to Ms. Brissey for contact information and forward to Mr. Duran. Mr. Duran in turn, will contact the Mercury and follow up.

## **INFORMATION/DISCUSSION/ACTION WEBSITE SUBCOMMITTEE**

Chair Cingolani requested the item be tabled for next month meeting.  
*(Most importantly to have the application link on the website available.)*

The motion passed unanimously to be tabled for next month. 4-0 (absent – 3 vacants).

## **REQUEST FUTURE AGENDA ITEM(S)**

Chair Cingolani commented that next meeting will be on July 15, 2019.  
Items requested for next month are *Nomination-Election for Secretary*; and *Schedule a Site Visit*.

## **ADJOURNMENT**

Mr. Pham motioned to adjourn meeting at 7:29 p.m; Ms. DeLeon seconded the motion. The motion passed unanimously. 4-0 (absent – 3 vacants).