

Minutes of the Measure I Citizens' Bond Oversight Committee
September 22, 2016 – 6:00 p.m. – 8:08 p.m.
Lum Elementary School
1801 Sandcreek Way
Faculty Room

PRESENT:

Committee members:

Don Sherratt, Chair
Juelle-Ann Boyer, Vice-Chair
John C. Baum, Member
Doug Waite, Member
Kim Ondreck Carim, Member
Michelle Pero, Member

Staff members:

Shariq Khan, Chief Business Officer
Robbie Lyng, Director - MOF
Jamie Ferranti, Bond Construction Project Mgr. - MOF
Stacy Moore, Bond Budget Analyst - MOF
Bernadette Gard, Staff Secretary II – MOF
April Dizon, Comptroller

A. CALL TO ORDER

The meeting was called to order at 6:01 p.m. by Don Sherratt, Committee Chair.

A-1 Introductions

- Introductions of the committee members and district office staff were made around the room.

A-2 Adoption of Agenda

- The Agenda for the meeting was moved, seconded and adopted as presented.

A-3 Approval of Minutes from April 13, 2016 meeting

- Don would like to add the committee member's titles to the minutes.
- In the item B-1 Bond Oversight Committee's Board Report, Don would like to add the comment: "After discussion, the suggestion was not approved by the committee."
- Don had a question on last item of the April 13 minutes regarding the site visit to be done at the next meeting. The committee agrees that this meeting and site visit at Lum School satisfies that item.
- The minutes from the April 13, 2016 meeting were approved with the changes.

A-4 Oral Communications

- No community members were present to address the committee. Robbie checked outside to confirm.

Michelle Pero arrived at 6:16 p.m.

B. GENERAL BUSINESS

B-1 Measure I Project Board Presentation of June 28, 2016

The committee discussed the following:

- Robbie reviewed the presentation. He reviewed each project based on schedule and the work that was done over the summer. Robbie gave a brief summary of the paving and roofing projects as well as the status of Otis construction. Robbie stated that we had 40 days to complete the work we had scheduled for the summer.
- A question was asked regarding overrides. Robbie stated that the projects are on budget. He pointed out that the Maya Lin project was anticipated to be over budget by 30% so it was cancelled for a later time. Robbie reviewed the bidding process and how the timing is important to finish projects within the timeframe that we have.
- There were questions asked about the Maya Lin windows project. Robbie explained more about the project and the plan for the windows.
- There was a question about the number of contractors that bid on the Lum project. Robbie confirmed that there were competitive bids for the projects. Shariq explained the Lease Lease-back process. The Lease Lease-back process means that for the duration of construction, we lease our walls and roofs to the contractor. The contractor does the work and when the work is complete, the lease ends. Lease Lease-back is the methodology that we will use for a lot of bond projects.
- Robbie reviewed plans for Historic Alameda High School (HAHS). He explained that we plan to obtain some state funding and to occupy in summer of 2019. Currently the project is with the Division of State Architect (DSA) in review. We are working on starting with the abatement which we can start while waiting for DSA. Robbie confirmed that the classes that were being held on the second floor of the historic building have been moved to the high school.
- There was a question regarding the decision of the high schools from the Master Plan. Robbie discussed that there was a study and survey done regarding the possibility of combining the high schools versus keeping the 2 high schools. The Board approved in December 2014 to go forward with the 2 high schools. Shariq stated that once the new Alameda High School building is complete it will hold about 3000 students. Shariq also confirmed that the district will receive some developer fees for the new housing being built in Alameda.
- Shariq explained that we are going back to review the Master Plan projects for Encinal High School based on new demographics and updated site requirements. Juelle Ann Boyer would like to be informed on the Encinal committee meetings. She would like to be invited to the community meetings regarding Encinal High School.

- The committee decided to invite BOC members to the community meetings if they were interested. All community meeting's minutes will be added to the website.
- The committee approved the report.

B-2 Update on Summer 2016 Bond Projects

The committee discussed the following:

- Robbie and Shariq reviewed the summer update and the projects that were done over the summer. This document was distributed to the Board via email.
- The committee approved the report.

B-3 Construction Projects

The committee discussed the following:

- There was an updated Board approved project schedule. Shariq explained the reason for the update. The last schedule was based on the demographics at that time and now new demographics are available. Shariq shared the updated project schedule based on the June 28 update to board.
- The committee approved the report

The Committee decides to rearrange the Agenda to complete Item B-5 School Site Visit before the Project Expenditures item.

B-4 Project Expenditures (Stacy Moore, Budget Analyst)

The committee discussed the following:

- Stacy reviewed the project updates.
- Shariq explained the documents supporting the reports.
- There was a question asked about salaries and payroll expenditures using bond funds. Shariq will check with bond counsel. It will be an agenda item for the next meeting. The committee would like written explanation from bond counsel that it is appropriate to use the funds.

B-5 Additional School Site Visit

The committee discussed the following:

- The committee visited Room 6 at Lum School. Robbie pointed out and discussed the new windows, heating, air conditioning unit, and paint projects that were completed over the summer.
- A question was asked and discussed regarding the possibility of touring other site projects. The Committee did not feel the need to do a Saturday tour of additional sites. Members are able to visit or drive by individually.

- It was agreed that photos of site projects are helpful and the staff will ensure that the website is updated with project photos.

B-6 Tax Payer Committee Member Discussion

The committee discussed the following:

- Juelle Ann talked about Barbara Price as part of the Alameda County tax payers association and that she had approached her at a previous event. She will reach out to the association and see if she can find some interest in applying for our open slot for Tax Payer Committee Member. Don will do a reminder.
- A question was asked if this person has to be an Alameda tax payer? The committee discussed and it was confirmed that the member does have to be an Alameda tax payer and they must be a member of a tax payer group.

B-7 Good of the Order

The committee discussed the following:

- The positions for the termed out members were ending after this meeting.
- Election of new officers will take place at the next meeting.
- The information is on the website and the applications have gone out in an ad and press release.
- If anyone would like to re-apply for the positions Shariq will send the applications. The new members of the committee will be approved by the board in November.
- The committee stated that it would be helpful to see the deferred maintenance plan. It was stated that the plans were available to view on the website.

B-8 Next Meeting

The committee discussed the following:

- The Audit will be complete by January and then goes to the Board at the end of January. There was discussion about providing the committee report close after the bond audit report is complete.
- The next meeting is set for January 19, 2017 at 6:00 p.m. in the district office. It is subject to change.

ADJOURNMENT

- The meeting was adjourned at 8:08 p.m.