

UNADOPTED MINUTES OF THE REGULAR MEETING
 CITIZENS BOND OVERSIGHT COMMITTEE MEETING
 HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT
 OCTOBER 6, 2021

The Regular Citizens Bond Oversight Committee Meeting on October 6, 2021, was called to order by Leticia Covarrubias, Committee Chair at 6:30 pm., In Person/ZOOM meeting of the District Administration building located at 15959 East Gale Avenue, Hacienda Heights, California 91745.

Members present were: Leticia Covarrubias, Olivia Roberts, Adria Ybarra, Reina Schmitz, Louis Perez, Gabriela Navar, Philip Kraft, Neal Noborio

Members late were: none

Members absent were: Charlie Klinakis

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| Item No. 1 | <p><u>AGENDA REVIEW AND RE-ORDER</u></p> <p>Moved by Louis Perez and seconded by Philip Kraft for Agenda review and reorder.</p> <p>8 yes 0 No 0 Abstain</p> <p>Review and Re-order <u>None</u></p> |
| Item No. 2 | <p>Request to speak to agenda (Non-Agenda) Items</p> <p><u>None</u></p> |
| Item No. 3 | <p>Moved by Louis Perez and seconded by Philip Kraft for Approval of minutes from previous meeting – June 2, 2021 and September 1, 2021.</p> <p>8 yes 0 No 0 Abstain</p> <p>Review and Change</p> <p>Philip: Could I ask a question about the minutes? Is this the appropriate time to ask a question to discuss the minutes themselves?</p> <p>Leticia: Yes.</p> <p>Philip: My question about the minutes more has to go with the format, by which they're transmitted to the public. In joining the CBOC, I spend a lot of time going through the minutes. And for whatever reason, the minutes for that were posted for today were provided in a format that were not searchable. Typically in PDF formats, you print a PDF and you do control F and you could search for it, for long documents. And a lot of people don't</p> |

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| | <p>have the professional version of Adobe Acrobat that do not allow them to do the character recognition, but for some reason, for today's minutes, both the June and September meeting were not searchable and I had to automatically do that and run the OCR. For sake of transparency, I wonder if it was an oversight, or if there was a reason for that. If we can make sure the minutes in the future are printed to PDF in such a way that they can be easily searchable in the future, for sake of transparency by the public.</p> <p>Leticia: Thank you for that. Is there any way we could do that?</p> <p>Manoj: Yes, we will look at that. It typically depends on the Adobe version that you have. But we'll certainly look into that to see what the previous versions and certainly the newer versions.</p> <p>Philip: Thank you very much. I had to run the character recognition myself as opposed to having it automatically be that way. Thank you sir.</p> |
| Item No. 4 | <p><u>ASSIGN POSITIONS</u></p> <p>A. Business Organization Representing the Business Community Located in the District</p> <p>Leticia: Which members qualify?</p> <p>Manoj: I am getting used to the system, as you can see. Ms. Leticia Covarrubias for the Business.</p> <p>Leticia: Seeing that I am the only member that qualifies for that position, would someone make a nomination please?</p> <p>Moved by Philip Kraft and seconded by Olivia Roberts</p> <p>B. Parent or Guardian of a Child Enrolled in the District</p> <p>Leticia: Which individuals qualify for that position?</p> <p>Manoj: Mr. Neal Noborio.</p> <p>Gabriela: I qualify for that too.</p> <p>Manoj: Ms. Gabriela Navar and Mr. Philip Kraft.</p> <p>Adria: And if you count grandchildren, I also qualify.</p> <p>Leticia: I like to nominate Gabriela Navar for the position.</p> <p>Moved by Leticia Covarrubias and seconded by Philip Kraft</p> <p>C. Member at Large</p> <p>Manoj: That can be anyone from the 7 members.</p> |

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| | <p>Leticia: Since we have 2 new members, I'd like nominate Philip Kraft and Adria Ybarra.</p> <p>Moved by Leticia Covarrubias and seconded by Olivia Roberts</p> <p>8 yes 0 No 0 Abstain</p> |
| Item No. 5 | <p><u>BOND EXPENDITURES</u></p> <p>A. Expenditures</p> <p>Earl: In your packet, you have a few different items. There is the DSA, like you mentioned, but there is also the summary of expenditures up to this point. As of September 23rd, the total expenditures are \$39,418,873.81. The committed amounts are \$7,489,129.46. Brings our total expenditures and committed amounts to September 23rd, \$46,908,003.27. You could see the breakdown on some of the higher level categories on this single slide powerpoint presentation. The full expenditure details are on the website in an excel format with various different tabs on the spreadsheet that presents that information in different ways. Depending on what you want to look at, there is raw data. There is also some slices on there that you could easily identify the sites and the phases as you choose to.</p> <p>a. DSA</p> <p>Earl: There was a request to have a listing of the DSA fees broken down by sites. In your packets, you do have a list of DSA fees, to date, for all sites. That total is \$237,509.81. The majority of these are for fire alarm and drinking fountains. Again, those details are in the detailed expenditure report which is on the website. We just have the breakdown presented there.</p> <p>b. Phase</p> <p>Earl: Now, moving onto another request was all of the expenditures by phase to this point. As mentioned in the powerpoint presentation, the total expenditures to date is \$39,418,873.81. In this sheet here, you'll see the breakdown by phase of all those expenditures. Naturally, as we are done with phases 1 and 2, those have the highest expenditures. And you'll see other expenditures throughout the other phases. And the majority of the other phases are mostly technology. We bought laptops for all the sites up front.</p> <p>Philip: Would it be possible to ask a question about this?</p> <p>Earl: Of course.</p> <p>Philip: I just want to make sure now is the appropriate time. I know this number does match up to the previous slide with the expenditures. I had 2 questions about that. I know the expenditures were as of September 23rd. There has been a board meeting since then. And there have been certain things that has happened at that last meeting with the Board rejecting a</p> |

number of items. Has the recent Board decisions had any impact on the expenditures as of September 23rd? Has there been any adjustment based on what the Board did at the last meeting?

Earl: So for these numbers you see here, that wouldn't impact on what you're seeing. So, what you see here is, as far as, what we would consider to be expenditures, is cash that checks have been issued. So up to September 23rd, this is everything that we had sent out a check. Whether it had been cashed yet or not, we could have sent out a check on the 23rd that would be on this list and not have been cashed by then. But the Board's decision could impact things going forward from that date. But at this point, what is done is done.

Philip: If we were to go back to this powerpoint where they had the committed amounts to date. Do those committed amounts to date include some of those items that the Board had rejected? Or all these funds being paid, that ship has sailed.

Earl: The committed amounts on there are kind of based on the projections of the projects. So in that sense, there could have been some impact from the Board's decision. Moving onto the next one, when we prepare the numbers for the next meeting, there's a potential that could change. Kind of depends on what direction the Board gives between now and then.

Philip: And my final question about this is, there have been some discussion during board meetings about trying to recover some of the costs paid. For example, laptops was discussed. The cost of laptops that is included in the expenditures to date that was paid out of the Bond, correct?

Earl: Yes. The laptops that were paid out of the Bond, the idea was that to use those laptops and give them to students during distance learning. We have re-purchased the laptops to put back into the classrooms with ESSER funds. The Bond has been made whole in that sense.

Philip: So these figures have been adjusted downwards based on the Bond being made whole and being repaid?

Earl: No. The Bond wasn't repaid. The funds weren't transferred back into the Bond. If you look at it in a sense of, if you took a laptop we bought with Bonds funds and gave to students, then a laptop would be bought to replace that.

Philip: I'll try and get my head around that. I'll let you continue. Thank you. Those are my questions. Thank you.

Earl: Does anyone else have any questions about what you see in front of you?

Gabriela: I have a question. My question is in regards to the \$7 million that got committed. There seems to be confusion on if these committed amounts are for phase 3 and 4. Are the committed amounts part of phase 3 and 4?

Earl: They could be. I didn't look at it in that sense. But I can check it out real quick.

Gabriela: I know there was confusion on what could be spent and what could not be spent. At least in my understanding that phase 3 and 4 was supposed to be halted based on the process of the work, it might not be necessarily be able to be halted. I just want to know out of this \$7 million it incorporates some commitments to phases 3 and 4.

Joel: Can I answer that Earl?

Earl: Yes.

Joel: There are some amounts in phases 3 and 4 that are showing up on that committed. For instance, some of the CM and architect fees are on there. I can assure you that we have reached out to those entities and those bodies. And we told them to put a halt on all continued work for those phases. We are in the process of paying on everything for those services up until we put that hold on everything. There is nothing moving forward with those architects or whomever it is until we get any further Board direction. There was an encumbrance and commitment put into effect, so you are still seeing it on here until the Board elects to cancel all those contracts and those agreements. Then and only then will it be taken off of there.

Leticia: Joel, if we go to the website, would we be able to drill down to those committed amounts?

Earl: Everything on the spreadsheet ties to the expenditure report on the website.

Leticia: That's really nice that you do this. Can I ask you really quick to get to the website and show us where that is so that we can find it if we have questions?

Earl: Sure. Do you know how to get to it Lelia, or do you need me to come down there?

Lelia: I just have my documents.

Joel: While Earl is getting that ready, is there any other questions we may be able to answer?

Reina: Holding the 3 and 4 for review, would that hinder the timelines for us to continue the progress of completing the spend on the things that are a prioritized to us, which is, the classrooms, the needs of the students.

Joel: To answer to your question, yes. Any type of halting is somewhat going to delay it. Now will it delay it substantially? It depends on that length of time that the Board takes to make those decisions. There is a meeting coming up on the 21st. If they make those decisions and give the District

direction to move forward with those continuing phases on that date, then it would have very very little impact because it would have only been a few weeks. If for some reason the Board believes that some sort of longer delay is needed to get things in order, then it could potentially be longer.

Reina: Is there a probability for us to find out as soon as the delayed timeline gets put in place so we know what to do next? I'm concerned because in the past, we were a little bit in trouble because money was not being spent or utilized to be able to put...

Leticia: If I can address that. The attorney did say he doesn't see that being an issue.

Reina: Okay.

Leticia: Just not as necessarily a long delay. I don't know what that means. I guess something unreasonable. He doesn't see that we have an issue with that right now.

Reina: Okay.

Joel: In speaking a little bit more in reference to that meeting that Leticia is referring to, when we had that discussion with Bond counsel, he was of opinion that if the District were to have received those Bond proceeds and not really have the intent or the plan to move forward with expending those, then we could potentially have gotten ourselves into some trouble or some difficulty. There were delays, but never really any intent, on behalf of the District, to issue those funds and hold those proceeds.

Reina: Thank you.

Leticia: We have the website up. So if we can get to the budgets so we can see what the committed amounts are so anyone in the community can drill down and find exactly how the money is being spent or committed.

Earl: This is from our website. You can go to the Community tab. And it will do a drop down list. Citizens Bond Oversight Committee and click that one. That will bring that to the CBOC homepage. You can scroll down and see all of our documents for all of our meetings. If you click on the most recent one for today, it will have all of the documents for this meeting. If you want to look at a prior meeting, you could as well. The 4th one on the list is the Bond expenditures. Sorry that's the powerpoint. The 5th one is the excel spreadsheet. So if you were to click on that, it's going to download the spreadsheet which will take 1 or 2 seconds to take depending on your internet speed.

Philip: It may already be open at the bottom of the screen. It looks like excel is already opened.

Earl: Some browsers would have a little pop up dialog and show you files down at the corner, but this one did not do that.

Leticia: The icon on the bottom right, is that where it's at?

Philip: The little green x at the bottom of the screen.

Earl: There it is. Sorry about that. This is the spreadsheet. If it opens up in safe mode, click on enable editing. This is what you get. The first tab is the raw data. From here, you have a listing of all of the expenditures throughout the entire history of the Bond. Give me a second here. I'm using someone else's computer. You have your committed amounts. The total expenditures and committed. And if you go down to the bottom you'll be able to see those totals. If you scroll to the right, you'll see other fields as well. There's the expenditures. But you do have the ability to filter that data however you want. We have some other tools on here, which are also pretty good.

Leticia: So with that, we can sort for the committed amounts, we can start by the phase, if we wanted to see by the phase?

Earl: Yes.

Leticia: Okay very good.

Earl: One thing we have on here, when you open up the spreadsheet, it defaults to the Comparison tab. We have some pretty nice slicers on it where if you want to look at a particular phase for a particular site, you just clear the filters and you could click on phase 2 and it will give you some high level expenditure numbers and things like that. So, it's quite nice. Again, with the raw data, you can do as you want. You can filter, you can put a pivot table on there and go crazy.

Leticia: It's very nice. Thank you. Thank you for sharing that.

Philip: Can I ask a question about the spreadsheet really quick? I noticed there's a list of teachers as one of the tabs at the bottom and those are a list of teachers from Mesa Robles and Cedarlane who are paid to pack their classrooms for the Bonds 21st century projects. I know I am late to the game, but I do recall that the Bonds specifically said that none of the Bond proceeds are to be paid used to pay for teacher's salaries. And this appears that teachers were paid out of the Bond funds. So, I may be missing something. And also the fact, there are only 2 schools that appeared to have happened.

Earl: Right. This isn't necessarily teacher's salaries in sense of base salaries for teaching them to teach in the classrooms. It's a cost of the Bond that they needed to move out of their classrooms so that their classes can be done for the 21st century projects. That's a pretty typical thing.

Manoj: If I can jump in. This is a standard practice because anytime you have teachers move classrooms from one classroom to another, there is a negotiation piece that comes in. It's a standard practice to pay the teachers for the move. It's part of the negotiation. It's a cost related to the Bond

projects because it's not related to any other reason other than the Bond that they have to move from one classroom to another classroom.

Philip: I'm not questioning that the teacher's should be paid for their time. Certainly. I think we are a bit, splitting hairs. Bond specifically says, shall not be used for teacher salaries. These are teacher salaries. Whether you call it an hourly wage or something like that. This is a teacher salary. I suggest that this be paid out of another fund and not out of the Bond. I'm starting to see some of these things happen. I don't know if I'm alone here, but this seems to be an example of a teacher salary paid for out of Bond proceeds, which is specifically prohibited under the terms of the Bond itself.

Leticia: Is there a difference between salary and a teacher stipend?

Manoj: Yes, there is a difference between teacher salary and stipend. Again, the stipends are negotiated. This is part of the teacher stipend. This is a standard practice because one of the things that we have to think from a rational perspective is that the teacher's move is necessitated by a condition on the Bond projects. This happens when we have interim housing and we are transporting students. In my prior District practice we had transported students from one side to the other side and the transportation was paid out of the Bond funds. I understand where your concern is coming from. Is it salaries? It's not really a salary, as such. But this is an amount that we need to pay the teachers as a stipend when they are moving from one classroom to another classroom.

Philip: Again, I am not challenging that the teacher's need to be paid. I'm challenging that the Bond paid for it. And we are seeing this time and time again. The Bond that is \$70 million over budget, we are seeing time and time again things are paid for out of the Bond that should have been paid for via other means. I think this is another example of that.

Manoj: We can provide you with Bond Counsel opinion or an audit opinion, if that helps.

Philip: I certainly would like to see something about that. Especially, forgive me, for moving into other schools and doing moves, I think we need to have Bond Counsel explain to me that a stipend is not a salary. That this hourly payment is not salary. I think it's an extremely narrow reading of the word salary to say that this is not.

Manoj: Will do, sir. Thank you.

Leticia: Another way to think about it, perhaps should be, should we use general k-12 funds to pay that for something that is Bond related? So if you could also ask that question because to me this is something directly related to the Bond and to pull out from K-12 funding to pay for this. That is also something that we should clarify too. Because this is directly Bond related.

Manoj: Will do. We will provide you.

Reina: Who determines the amount?

Louis: Teacher's get paid different salaries.

Reina: Who determines the amount? That's the question, I think.

Manoj: It's on our negotiation's bargaining unit agreement, usually. The stipend is defined. I have not read the stipend amount at Hacienda La Puente. But is the defined per the bargaining agreements that we have with HLPTA. It could be based on a lump sum amount. It could be divided to a percentage or a factor of their salary. I can get back to you on that amount.

Leticia: Are there any other questions regarding the Bond expenditures, DSA and Phase?

Gabriela: I have a question in regards to the spreadsheet. I know previously that a chart of accounts was presented to the CBOC committee. Has any changes, any more account strings been added that are not in the chart of accounts?

Earl: Nothing in particular to the Bond.

Gabriela: I noticed that there is a school location code for the account string. Some of these are Baldwin Fire Alarm, California Fire Alarm, Fairgrove Fire Alarm. Are these the only schools that fire alarms work got done to? Or all the schools?

Earl: It wasn't all of the schools, correct?

Joel: We haven't addressed all the schools yet.

Gabriela: Okay. So the ones that an account string has been created for the title is fire alarms, is because those had fire alarm work done to them.

Earl: I would say not necessarily. I think the better thing to look at would be some of the other project descriptions or descriptions to see which one is for fire alarm. The location portion of the account string is an optional component of the account string, as far as, the State of California is concerned. We essentially use that for tracking. It is possible that, and I wasn't here, I've been here for 9 months, so I couldn't speak to the accounting practices from before I was here. However, it could be possible that the first few sites that were done with fire alarm it didn't set up that unique location and then realized it would probably be easier for us to track these costs if we had a fire alarm location and started using it going forward. Everything will be captured in those description fields, not necessarily in the location.

Gabriela: Okay, thank you.

Leticia: If there are no more other questions let's move onto the next item.

Reina: I have a question. The spreadsheet 5.A.A. You have the list of all of the schools that were the completed amount. There is a huge difference in between schools like Del Valle or Kwis or Los Robles.

Philip: You're looking at the DSA fees.

Reina: Right.

Earl: The schools in phases 1 and 2. The schools that we have done large construction.

Reina: Right. The larger amounts are the ones in progress. 1 is completed. 2 is completed and moving forward. Versus the other ones they are still in the first step. Is that what it is?

Earl: For schools that are farther down the phase list that haven't had big projects done to them. Like if they had fire alarms and we had to get DSA fee for the fire alarm review, then it's going to be minimal in comparison to a site that had full on costs in construction.

Reina: This is determined based on the need of the school.

Earl: Not necessarily the need of the school. Just what we've done so far.

Reina: Okay, so there is a possibility for future spending and improvements to those schools.

Earl: Yes.

Reina: Thank you.

Gabriela: Can I add, probably would be helpful if that you could just add a column for the phases that way we know which school belongs to what phase. I went ahead and did it on my own. That's where I noticed, okay, of course Cedarlane is going to have more than Del Valle because Cedarlane is part of phase 1 and Del Valle is down the line.

Earl: I completely understand. When doing this, it's one of those things where somebody asks for something I didn't want to bombard, I could have put a lot more information on here. Maybe you wanted it, maybe you didn't. I kind of went with the high level. All of these things, these two tables that I gave you are pivot tables that were created off of the raw data on that spreadsheet. If you are good with pivot tables, you can set this up and pick DSA fees, you pick the site and you pick the completed amount. Then you can also select phase, which would drop the phase in and organize it however you want. You could phase in front of the sites, so you can see all of the sites in a phase or you could put phase after the sites so you can see the sites and then the phase. Its up to you. Anyone can do that.

Reina: So there is a possibility to see a different table of future improvements.

Earl: No. The table would just be organized differently. You can include extra information. For instance, you can also add in what the DSA fee was for. You can see whether the DSA was for the 21st century classrooms or whether it was for fire alarm or whether it was for the drinking fountain replacements. Things of that nature. Or you could put in the phase. But it's always going to have the same amount as of this point because that is what we paid for so far.

Reina: My question is, let's say that I want to know what Sparks Elementary has future goals. What's the total that has been approved?

Earl: We wouldn't know the future amounts until we actually were invoiced for those projects. At the time when we get the specs and we have the architects put together the plans and we submit those to DSA, that's when we would know the amount for those reviews. But we wouldn't know in advance.

Reina: Okay.

Philip: On this particular form, clearly there are schools that are not here. I presume that's because they haven't had DSA fees that have contributed to them. I'm curious as to why Lassalette is listed here and it is blank. It seems to be inconsistent if there are no fees and its not listed. But why is Lassalette? Is there something different with Lassalette as it relates to DSA?

Earl: They may have a row on there that has a committed amount and doesn't have an expenditure for some reason. So there is a line item there for them. For this particular field that got pulled out for the DSA expenditures, did not have a value in it.

Philip: That makes sense. I was just curious as to why some were there and some were not.

Earl: Sure.

Philip: Thank you.

Leticia: Thank you. Let's move on to the item which is Timeline on Issuance. We talked about that a little bit. Does anyone have any other questions on Timeline on Issuance or would you like to share something with us?

B. Timeline on Issuance

Earl: About 3 months. That's how long it will take.

Philip: When you say, its 3 months from asking to getting it?

Earl: Yes.

Philip: And nothing has been asked for at this point. Assuming the Board on October 21st says let's march ahead, the earliest you can get funds is January.

Earl: Yes and no. We actually have to notify County that we are planning to do an issuance in a fiscal year. We already told them that we were not planning on issuing this fiscal year. So, we wouldn't be able to issue this fiscal year. We're not ready for it yet. Let's say that we have notified them, we might get to the point we need to issue this fiscal year, and the Board says go ahead and do it and that made sense, then yes it would be about 3 months from that date.

Philip: Fiscal year, that is ending May?

Earl: July 1 through June 30th.

Philip: So, we already told County that we don't need anymore issuance of funds before June 30th.

Earl: Correct.

Philip: That can be changed or are we locked in?

Earl: I mean I suppose if push really came to shove and we really needed to do it, we could ask the County if that would be something if we can do, but we still have an excess of \$35 million of bond funds to spend. I don't think we'll get there especially with delays in the program.

Philip: Okay we are not talking about the \$40 something million that were on the previous. We're talking about the issuance that happened some time ago.

Earl: No, the remaining \$78 million. We were authorized to issue \$148 million in bonds. We issued \$70 million so far, which gives us the ability to issue \$78 more.

Leticia: Are there any other questions on this item? Let's move on to Change Orders.

C. Change Orders/Log

Joel: This was one of the questions that I believe was brought up that the committee asked to see. I don't know if there were specific questions regarding the logs. But, we did provide documents for the first 5 sites, which we're under construction, or nearly complete with construction on the classroom modifications. What you have in front of you are either the approved changed orders or what we expect to approve. Just as a piece of information, when we did get change order requests from the contractors, the District does look at those requests as they come in. We also ask that our CM, Cumming who is the CM on Phases 1 and 2, to vet those requests at well. We don't necessarily approve all change orders. We reject them if don't believe that there is any validity or need to go through with those

change orders. We will also ask for backup documentation from the contractor to see if they are billing us for hammers and nails. We'll ask to see their costs for the hammer and nails, per say, or anticipated labor hours, if we feel that what they are asking for is out of line or inflated for any reason we will negotiate and request that they reduce that. All of the change orders that you see in front of us have gone through that vetting process. Reasons for change orders, typically, there are unforeseen conditions that we come across. We open up a wall and we discover there is rot behind it and we need to change out the studs, would be an example of unforeseen condition. We dig a hole to put down some plumbing, and we discover that there is a valve underground that is in need of replacing. We figure that we already have the hole dug, in the long run, it's cheaper for the District just to replace the valve now. Those are unforeseen conditions. We do, occasionally, run into issues and change order requests because the Architect and design professionals have made a mistake. Maybe as they designed something, they failed to include whatever it is. Of course, when the contractors bid the project, they bid on what those drawings and specifications are. If there was something that was missed or needs to be changed for some reason, if there's an error and they need to make those changes, sometimes there's added costs to that. From time to time, I don't think we've come across it too often, it might be just a District request, in terms of if something is being installed, there's a newer model that might last longer and is a better option for the District, so the Contractor will offer that at an additional cost. Those are just kind of scenarios. Nothing necessarily specific to these projects. Those are just typical examples of when we would need or want to process a change order.

Philip: Thank you very much for this. It's clear looking through the list of change orders that the District has been doing quite a good job on trying to keep them down. I do have a couple of questions. Bid allowance is noted in all of these, that's I presume that each contract is kind of built in a contingency for change orders?

Joel: The bid allowance, that is absolutely correct. That allowance, we tell the contractors, whatever your bid price is, include whatever that dollar amount is to cover some of these contingency costs. It gets a little bit tricky because we do that so we have a little bit of extra in these unforeseen conditions. However, we don't want to over inflate that amount because in essence, that's kind of telling the contractor, hey I have this money set aside to use, it's there if you want it. Does that make sense?

Philip: Thank you for not doing that.

Joel: So, we don't want to over inflate that allowance, but we want it to be reasonable as well. Because we know when we deal with complex projects like these there are going to be unforeseen conditions. And the Architect will miss an area or two and there will be a need for legit changes.

Philip: I did note that the largest change orders do to appear by design changes. For example, at Cedarlane almost \$50K to add LVT flooring and that was a design change. Changed from concrete. It seems like the District

has been doing a pretty good job in keeping contractor triggered change orders down.

Joel: And that particular change order, there have been discussions regarding those floors and whether or not they work exactly for the schools. And in the particular instance, we were working with the Principal and maybe the PM and try to get them something a little bit more in line in what they had hoped for and how they were going to be using that classroom.

Reina: In regards to the bid allowance, the surplus you have, is that a percentage? Is that based on a percentage or how do you go about?

Joel: Yes and No. It's not a hard percent. It's kind of us looking at it and our professionals looking at it and kind of coming up with a figure that on a project this size, that's \$3 million. It's an estimate and not based on a hard percentage.

Reina: Okay.

Joel: Any of that allowance that is not used for any reason, that comes back to the District.

Reina: It remains in the pot.

Joel: Essentially what we ask the contractors to do, if there is any unused allowance, they issue us a credit change order for whatever that balance is.

Leticia: I just have one question. On the code owner's request, 7, what does that mean?

Joel: Are you talking about the last column on the far right?

Leticia: Responsibility Code.

Joel: That's where Cumming, for internal means, why that change order is. Why that request is there. Is it driven by the Architect? Is it driven by differing conditions? Owners request, so forth.

Leticia: So what is Owner's request?

Joel: An owner request would be that we go into construction and for whatever reason, we as a District, the owner of the property, want the contractor to add or change something. There is not necessarily driven by anything, we just want to make the change for whatever reason.

Leticia: That's a District request.

Joel: That would be a District request.

Leticia: Thank you.

Reina: Is there a possibility that this hold might cause owner request changes?

Joel: Say that one more time. That what might cause the....?

Reina: Is there any possibility that the Board putting it on hold for now might cause some request changes?

Joel: Not really. Most of these with the exception of Cedarlane, the construction is for the most part done. Now, if the Board did come back and say, I think there are 5 classrooms at Cedarlane that the Contractor's are still working on, if the Board comes back and says, we would like you to put sky lights in all the classrooms at Cedarlane, I know that is a far fetched example, but that would be an example of we going back to the Contractor, now we want sky lights in all these classrooms. And he'll issue us a change order and that would be Owner driven.

Reina: Got it. Thank you.

Leticia: So, to further Reina's question, if the Board has placed the bond activity on hold, and we already gone out to bid and have secured the bids on this. And let's say we hold it for a year. I mean prices can escalate. Now, are they going to come back and say hey, I mean how long is this contract good for?

Joel: I would say, keep in mind the Board put everything on hold that is not under construction. These sites, like I said, most part, I think they're all done, except for Cedarlane. Cedarlane is going to move forward and finish, so if the Board did say we are putting this on hold for a year, Cedarlane will be done long before anything changes. And I use Cedarlane as an example, just because we are under construction now and conceivably they could make that change now that would affect construction. Now, if they decide, let's say for instance using my silly example, let's say moving forward we want sky lights in every classroom, then the sky lights would now be designed into the Architect's original drawings and therefore would be bid out and we would get the best possible price for that moving forward on projects that we would have yet to bid.

Leticia: That's a new bid, that's not...

Joel: These would be new bids down the road. Correct. Not necessarily pertinent to these that we're looking at now.

Leticia: Thank you.

Joel: In a larger sense, you are correct. As we are thinking any broad term, any construction done down the line is probably going to end up costing more than construction done today.

Leticia: Correct. Thank you for that clarification. Do I have any other questions on the change orders or log?

Item No. 6

BUDGET UPDATE

A. Original vs. Current

Philip: Is there a presentation along with this or do you want us to launch in?

Leticia: I think I am waiting for Earl or Joel? Or who will?

Joel: What we're looking at is some of the early estimates that were done back in 2018 and that was very early on before construction started. We have in some of the recent board presentations and board meetings we did say some of those we believe were undervalued. Undervalued for a few reasons. Obviously, recently we have seen some drastic changes in construction costs. There's natural changes in construction costs. So those have had definite effects on what we are seeing today. In what you are seeing in front of you. I think the District has said in Board meetings that we think that some of those early estimates back in 2018 were understated as well. Any questions?

Philip: I'm more of a comment about the budget. My first meeting with CBOC was in September. I went back to the minutes of the June board meeting when there was a discussion about the budget. I read the frustration of the CBOC members, saying, where is the budget? Where is the budget? It still wasn't there. They didn't have an updated budget. And Annie Bui walks in 3 weeks later and drops a bomb on this District and say that we are \$70 million over budget on this bond. And the District wonders why the public doesn't trust the District. There's not trust here. From an outside observer looking at the June minutes from the CBOC meeting, I see a District trying to withhold information from the public. There is no way that Annie Bui didn't know in June, on June 2nd, that this Bond project wasn't already \$70 million over budget. And she had the gall to come in 3 weeks later and surprise the Board in her farewell speech. We're not just a little over budget. We are so massively over budget that if we continue on the way we are going, the High Schools won't be touched. How offensive is that? I am offended as a member of the public looking at this. I would love to see the people who are responsible for that rake over their coals. Let's move forward. Let's figure out how to move forward. Be transparent with us, with the Board, with the members of the public about where we actually are on this budget. Its obscene to be \$70 million over budget and have that come as a surprise to the public.

Louis: Where are the figures that show that?

Gabriela: That is actually a good question.

Louis: I would like to see them because you know if you don't see them, then you don't know.

Gabriela: Based on these figures you're showing \$7 million and I'm guessing that this is just for phase 1 and 2. \$7 million.

Louis: What I don't understand is if they have seen these figures, how come we haven't?

Philip: That's a good question.

Gabriela: I'm waiting to hear when this number was going to come up to us because the CBOC committee doesn't know.

Louis: You know I am sitting here, just like you are. And if I don't get the right information then we have a big problem.

Philip: That is a huge question. Why does Annie Bui in late June present to the Board that the Bond is \$70 million over budget but doesn't say anything to here. I mean, she gets the benefit of not being here anymore. You guys unfortunately are left here to carry the bag and corral wrap, and I know this is probably not your fault. Not your direction. Annie Bui was the Acting Superintendent of this District for a while. Maybe it's not her. Somewhere, somebody screwed up in terms at the very least not letting the public know the status of this project. If this project was going to be \$70 million over budget, once it started creeping up it should have started talking about alternative funding sources. Or at least let the Board know, hey by the way we're focused on all these elementary and middle schools, high schools aren't going to get a dime. Not get a dime from this. That's why the Board is coming on October 21st to say what are we going to do about this? Are we going to keep it with the \$148 million? Are we going to do \$220 million? Which is what Annie Bui said in late June. I feel that there is a disconnect here.

Leticia: How did we come up with the \$70 million shortfall? Is there a budget on that, that can show us exactly where that is at?

Joel: Yes, we can show you those numbers. Throughout, and this was presented to the Board, there were early, and this is what you're seeing in front of you, there were early estimates done for the first 2 phases. There were no where any projections done beyond phases 1 and 2. That information at that time was not known and therefore not presented. As District brought Cumming on board in late 2019 and we started moving forward with the first 2 phases of construction and bidding out those 2 first phases. Cumming's had a 2-fold agreement, I'll say. The first was actual CM, Construction Management work on those first 2 phases. So, vetting the contractors, looking at change orders. All the day to day actions. Then they are also tasked, on a larger scale, as a Program Manager. Looking at the Bond beyond phases 1 and 2. As part of that larger program, Program Management, they started looking, walking at all the sites. Taking a look at exactly how many classrooms we had in the District and needing to touch. They started looking at all those factors and putting together, and at that point in time we already bid out for the first 3 schools, Los Altos, Nelson, and Workman El. They started looking at those bid numbers, looking at the current economy and state of construction and putting together those numbers and making those projections beyond the first 2 phases. As a result from that information and that data collecting and vetting internally using their own experts and their own estimates and so forth, that is where

the \$225 million projection came from. Now. I will say this, there is one kind of, somewhat little tiny caveat to that, included in that is what was originally slated to be phase 5, which was the High Schools. The Board back in, I apologize, I forget the date, I know it's in one of the presentations, they did approve some design specifications for what the typical and modern classroom would look like. That's basically very similar to what you've seen, with some exceptions, but basically what you've seen. They only approved those for the K-8 schools. They never put anything down or made any decisions for the High Schools. I mention that because when Cumming did come out with the estimates for the High Schools, not having anything formally approved or set by the Board, we just kind of used the same type of classroom just at the high school level and the high school numbers. There is a little bit of a caveat to what I said.

Philip: So, they were kind of shooting in the dark where high schools are concerned from a design perspective.

Joel: Basically, yes. If we did the same at the high schools, this is what the cost is going to be.

Philip: And the proposed budget, that's on the excel spreadsheet, right? I'm looking at it and the preliminary budget on the excel spreadsheet is \$210 million. Is that what we're kind of talking about? That forecasting that Cumming did?

Earl: Yes. The person in my department who maintains the spreadsheet, at the time, when Cumming was working on their updated projections, they kind of matched their spreadsheets together, so the information on there is what she brought over from Cumming's spreadsheet. And I'll also say this, I started in January, and at the time when I started here, this budget revision that Joel is talking about that Cumming was working on. They were still working on it when I got here. So it hasn't been entirely long that it has been known. I know even by March it still wasn't been done. In April, it still wasn't done. That's when questions started to get asked about the Bond, the budget overall. I guess at that time, we felt it was important to 1) apologies to you, nothing personal, to notify the Board first about this. And also, in situations like this, when you are encountering, you want to try and fix them or abate them and see what can be done to lessen the problem before you put it there. So at first when we were working on this with Cumming, again this is after I started. We are talking about 3-4 months when I was here. So in March or April, we were talking about these things. Really trying to look at what our options would be to try and make this not so much of a problem. A lot of that centered around interim housing, what can we do surrounding that? Ultimately, we decided, okay people are asking, we need to get it out there, we don't necessarily have the all of the pencil solutions for this, but ultimately it would be the Board to make the decision anyway, so let's get it out there and let's get this conversation started about what we're going to do, whether it be trying to complete the projects within \$148 million or look for alternative funding sources to complete the \$220, more or less depending on the cost of construction. Of course in the future whatever increases or decreases to the scope we may undertake and whatever changes or ways we can avoid such high interim

housing costs. Understand the frustration, so please know it wasn't malicious and it's not like we've been sitting on the information for years. Literally, it's been 4 months or so that we've known and pretty much during that time, it's been out there and we've been actively trying to move forward to a solution so we can get things back on track and know where we are going. With this new strong team, better team, better communication, better transparency you have get it done to everyone's pleasure, I guess.

Manoj: Ms. Covarrubias, Ms. Ybarra has a question. She's on the zoom.

Leticia: Adria, go ahead.

Adria: Hi, I just have a question, in any of the construction or costing out or any of the phases, has there been any delays, DSA, State, County, Construction, any delays that have been due to Covid that resulted in additional costs of goods, time, or anything might possibly be recoverable from any of the programs, such as the FEMA program? I'm not sure because it's a bond, I know in some Government and some Private, some of that is recoverable, we're recovering quite a bit. Have you guys looked at that? Is that a possibility? Can that even happen with Bond money?

Earl: It is something definitely we could look into. I wouldn't be super hopeful on that. I don't know that, that Covid was maybe as much as a net negative to the Bond as we would have expected. I would imagine that in the sense of getting things done faster, it was probably helpful to not have had the kids in school so we can move through these things at an increased pace. Now we all heard of the stories of the rise in cost of goods and things in that nature. I don't know if FEMA is going to say, yeah we'll give you some money because the cost of a 2x4 went up from \$4 to \$9, or something like that. But, we could look.

Adria: I am not quite sure how DSA works, but were there any reduction in staffing in anybody that we had to deal with? Just a thought.

Earl: No, not in that sense as far as our staffing, no.

Joel: I'm sure there have probably been some delays. I don't know if we'll be able to put a dollar amount to that. If we're talking about DSA slowing down delays, I'm sure there have probably been some material delays on the construction side. I don't know of a way we could definitely say X amount of days, and that is from Covid.

Earl: I think to further complicate that in the sense of what we have going on here because our projects were still kind of new at the time when it happened. It's not like we had many years worth of projects at sites and say, this typically takes 2 weeks and now it takes 4 weeks or 5 weeks. The frame of reference would be lacking as well in that sense.

Reina: From what I remember at the beginning when we spent a lot of time on holding the bidding process, I think I asked the question at the very beginning, if it takes too long would the cost go up? And they said no. We would hold them to what they committed to do. And when the pandemic

started, I remember asking the question would this cause a problem? What I got back was actually probably more helpful not having the students there. Not having to deal with moving anybody. Those were the things we getting but we never heard anybody say to us, by the way, we're getting away from what we were supposed to have and spend and not go beyond that budget. That was never mentioned to us in any way shape or form. But I remember the cost, you guys mentioned that it will cost a little bit more. We know it's costing more, but not to the extreme of that far beyond.

Leticia: There was a delay in just starting everything because of the design guidelines. It was a long delay and we kept asking everytime we meet. Are the design guidelines approved? Are they approved? Finally, they got approved but by that time, I believe, there was escalation in construction costs. I understand it will be hard to quantify exactly what happened. At the point we are at now, like Earl said, it is frustrating, but we need to move forward with this. It would be disheartening to see that there is a long hold from the Board on any activity, because the longer it's held the more it's going to cost. We'll see how that goes. I have a question now for specifically what we're looking at here. This is the budget for Phase 1 and 2 and the actual expenditures? Is that what we're seeing?

Earl: It's not necessarily the actual expenditures because some of these things are not completed yet. For instance, Cedarlane, the amount on there for total budget, \$5.6 million at the time when this was done, our expenditures as of the 23rd, was about \$5.2 million. So it's more of a budget, than the expenditures.

Leticia: It says projections at the top. Underneath it, it says actual expenditures.

Earl: It does say actual expenditures. But I think those, probably more apt to say that it's committed amounts rather than say, expended amounts. These things could have been contractually agreed to and we haven't signed a check yet.

Leticia: So it's not actual. So we're looking at the initial projection and at the bottom we're looking at the current commitments.

Joel: When you say the bottom, and the only reason I say that is because in that lower table those last 3 schools kind of highlighted in light blue, obviously has not bid those. Those are just projections.

Leticia: The highlighted are projections. And above the highlighted are committed?

Joel: Committed and expended. Yes.

Adria: Can we also have the date on these estimates and expenditures? Can there be a date on this form because obviously it's going to continue and change.

Leticia: Like an as of date?

Adria: Yeah. Or at least when these tables were compiled or the date it was compiled? It says 2018 projections, but it says actual expenditures and up to date estimates as of when? Today? Last month?

Joel: Moving forward we can do that. I mean it's recent. I don't have an exact date as to when that was put together.

Earl: I think the primary purpose of this was to kind of show in a nutshell obviously this is the first 2 phases, but how the overage of the Bond could have occurred, right? In the beginning, they thought Phases 1 and 2, \$30 million. Now we're looking at \$37 million. Some of those are projections. Some of those are committed amounts. Some of that is actual expenditures. But from the 2018 numbers, it's all projections. But all of these were done as far as the more recent numbers with information from mid-September at the time when we putting these documents together. Because we have to have all of our documents ready a couple of weeks in advance so that we can have them reviewed and have them be post online in advance for the meeting to meet the requirements. They are fairly recent. Obviously with what Joel said, there are sites that have not been bid out. Those can definitely change. And even with the some of the other sites like Cedarlane, it's still under construction. It still would be room for, hopefully, not much, eventually change orders.

Leticia: Do we have, I think you did mention, the Board was provided a presentation on the total Bond Project Budget? That's up on the website?

Joel: It should be. I believe all the Board presentations on there.

Philip: I think it was the June 22nd Board meeting.

Gabriela: I'm just going to go ahead and say this. Why are we not being presented with the same presentation?

Philip: Because Annie Bui is walking out the door, she said it.

Gabriela: Even though I know Annie's not here, why are we not given that information? Why did it have to come out based on us reading the minutes and putting 2 and 2 together, saying wait a minute, why haven't we as a committee been presented with that budget presentation?

Manoj: I can take a shot at it. The reason for CBOC is primarily responsible for the actual expenditures, not necessarily the budget. The budget is the privy of the Governing Board of the School District. CBOC's role is looking at the expenditures and making sure that the expenditures are following what the Bond scope is. That could be one of the reasons.

Leticia: Gabby, thank you for bringing that up because in the beginning we did ask Annie whenever there is a presentation on the Bond shared to the Board, always bring it to us. We didn't ask to see it in advance, we would always see it after the fact. Maybe it was after Annie's departure that, that didn't occur. But she always, I don't think we missed anything. Whatever

presentations were given at the Board, she would bring it. Thank you for that reminder. If we can have that please. I know it's outside of the scope, but out of full transparency and consideration for the CBOC members, Annie did provide that information.

Manoj: We can certainly do that. Also, Ms. Roberts has her hands up.

Leticia: Olivia, please.

Olivia: I just want our new members to know that I asked at every meeting, the last 9 months, I asked Belen Bobadilla for an updated budget. And before she left us I told her that it was unacceptable that we did not get what we were looking for. It was Annie's last meeting and Annie apologized and Annie was gone, and we still had no budget.

Leticia: Thank you Olivia.

Philip: I do have a couple of other questions. First, on a procedural level, because although we're talking to the public here, we are also talking to an audience of 5. Given our unique circumstances doing virtual, we don't know who is sitting here in the audience. We would like to ask if it would be possible to know if any members of the Board are watching us on zoom? If any Board members are watching us, if it's possible to know that.

Manoj: We can provide you with the login from zoom, as to who logged in.

Philip: Yes.

Manoj: Yes, we will provide you certainly with that information.

Philip: Yeah, I'd like to know which Board members are actually hearing us right now, as to opposed to having to read minutes, which definitely decreases the efficacy of our of what we are saying.

Manoj: We will do that.

Philip: Thank you. I really appreciate that. The other thing I wanted to ask as far as this budget is concerned, I've gone through this spreadsheet. By the way, thank you so much for the spreadsheet. There is so much information there and I would encourage the public, pull that spreadsheet up and start playing with it and start clicking buttons. But it's not just what's on the spreadsheet, it's what's missing from the spreadsheet that I wanted to ask you about. There are 5 schools that have no budget allocated to them, according to the spreadsheet. I can figure out most of them. Amar doesn't have a budget allocated. Amar, Dibble, and Willow have no budget allocated. Is that because they are adult programs?

Joel: That is correct. They were never factored in.

Philip: Okay. Wedgeworth elementary has no budget allocated and I presume it's because of the whole construction of the school issue. Is that correct?

Joel: There was always an assumption there would be some funds attributed to Wedgeworth given in some respect. You will see that if you look through the expenditures there are funds that have gone to Wedgeworth, bond funds. Most of those are in the way of laptops, laptop carts, and some of the technology items. Is that correct Earl?

Philip: Wedgeworth has \$166,000 committed versus multi millions for everything else. The big thing that I am missing though, and there has been a lot of talk about equity in the District. There is \$16.7 million budgeted for La Puente. \$17.5 million budgeted for Los Altos. \$17.2 million budgeted for Wilson HS. And there is \$0 budgeted for Workman HS. I'm curious as a member of the public, why when I click on Workman HS on the budget excel spreadsheet, although it has \$561K expended and committed and completed under technology, which I presume it would be laptops on such. There is \$0 for anything else as it relates to the Bond.

Joel: We are pulling that up. Give me a quick minute to take a look at that.

Philip: And maybe I am just using the excel spreadsheet wrong. That is completely possible. When I go to the comparison on the far right tab, and if you just scroll to the right. And the projects site, when I clicked on Workman, you see zero.

Joel: We did have, speaking specifically regarding the fire alarm, that project that we did have we did have some DSA approved plans for Workman and were included in the bid. We did end up having an issue with that contractor and we did end up having to cancel that contract. In moving forward there would have been additional funds expended in terms of fire alarms for Workman HS. That is one of the issues there that we have seen. Those are expended and committed. I don't want it to seem that we're not intending to touch Workman HS. That is not correct. We are intending on addressing Workman just like any other high school.

Philip: For example, if you wouldn't have clicked on Wilson HS, all of a sudden everything populates. \$17.2 million, \$10 million, \$10.7 million, Contractor budget. It's just stark in the change, especially given the recent issues, trustee areas, the reforming of the Board, the North of the 60 freeway versus the South of the 60 freeway. This kind of stuff really jumps out at me when I'm looking at issues of equity. Hopefully Workman HS isn't being left out.

Leticia: If I can just say something. This is a good point that you're bringing up Philip. But then to go back to Manoj, this is outside of our scope because it is the budget. It is out of consideration that we are looking at the budget. These are good questions. You can bring it up as a community member as well as calling in at the District. I'm sure they will be happy to explain this further. But our main role is actual expenditures. Although we do review this. But to go further into detail, I would like for us to move on to what our actual role is here.

Philip: I would disagree with you. There's been a lot of talk about our lane being extremely narrow and we can only talk about expenditures. I disagree with that. My reading of the resolution approving the CBOC, the scope of our questioning can certainly go into issues of budget because that does lead into issues of expenditures. These are expected expenditures. I would really like an answer to the question as to why Workman HS is not listed on the budget at all.

Leticia: And you can have that answer. You can call up the District or you can go to the community to the Board and ask that question. For our role and responsibility we are looking at actuals. We do review this. Once again, we can review it. But now we are going into detailed information that I believe is out of our scope.

Philip: I don't understand why you are stopping them from answering the question.

Reina: So, each quadrant has a group of schools. As a resident of the community, long time resident, taxpayer, I promoted this because I wanted to improve Wilson, as well as Los Altos, as well as Workman. It doesn't matter which school within the District, but I am totally aware of your concern. That is the same one I have. I think that to be transparent, to be supportive, to answer the questions, it is in our interest to find out why those questions can be answered. Not today, I'm sure. Not here, I'm sure. But definitely bring it to the Board or we will bring it to the Board.

Philip: I would just like to know, if there is an answer now, I'd like to hear the answer. If the answer is we don't know, that's a perfectly acceptable answer.

Louis: I think on some of these items that you want to talk about they are not on the agenda to talk about.

Philip: We're talking about budget. That budget is specifically on the agenda for discussion and this is a question as it relates specifically to the budget. I'd like to know why Workman is zero.

Leticia: Philip has asked that direct question, so let's give him an answer, but also if I could just remind us as CBOC members what our actual role and responsibility is here. Please go ahead.

Earl: I couldn't give you a certain answer because I couldn't say for certain why it's not there. I would imagine it's just an oversight. It is on the information that we got from Cumming. And it is kind of like you mentioned the total on that spreadsheet is \$210 million and the difference is about \$13.2 million. That is for Workman. My best guess is when my person was, again the information came from Cumming and she incorporated into her spreadsheet which is a data dump of expenditures. She manually went in and copied everything over. My best guess is that she sorted Workman ES and didn't do Workman HS? Best guess. But I will talk to her and have her put it on there.

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| | <p>Philip: Thank you very much. Could we get an update, assuming that is the case, to get an updated version.</p> <p>Earl: Definitely</p> <p>Philip: Thank you so much.</p> <p>Reina: Thank you.</p> <p>Earl: Nothing malicious, I promise.</p> <p>Leticia: If there are no other questions on item A., budget update, let's move on to Phase 3 and 4 Status with Timeline.</p> <p style="text-align: center;">B. Phase 3 and 4 Status with Timeline</p> <p>Joel: My answer to this kind of runs into the next one. I know this was brought up in the last CBOC meeting. It's a little difficult to give that timeline because as we said that being that we are kind of on hold for now. I will say this, back about maybe 4 months ago we did have Cumming put a timeline together. And as of that date a few months back, we had an anticipated end date of Phases 3 and 4 being around March 2023.</p> <p>Reina: 2023?</p> <p>Joel: Correct. Just for 3 and 4.</p> <p>Philip: Clearly, that's assuming there is no stop.</p> <p>Joel: That's back before our current state. Yes.</p> <p>Reina: And this is for Phase 4 and 5?</p> <p>Joel: 3 and 4.</p> <p style="text-align: center;">C. Phase 5 and 6 Identify areas of shortage</p> <p>Joel: That's a little tough. Only because we don't know if the Board is going to reorganize the phasing. And the other piece of that is, Phase 5 which is intended originally to be the High Schools, we don't know if that scope will change. I take that back. We don't know if any of the scopes will change. It's very conceivably that they will. So, we really can't make that statement. The high schools may change quite a bit because of those reasons we spoke about earlier.</p> <p>Leticia: It's dependent on the Board, basically. Do I have any questions regarding those 2 items, B and C?</p> |
| Item No. 7 | <p style="text-align: center;"><u>BOARD BOND PRESENTATIONS</u></p> <p style="text-align: center;">A. Site Improvements (Information Only)</p> |

Manoj: Do you have any specific questions on that, we can respond.

Leticia: Does anyone have any questions on the site improvements?

Philip: Are these? So we have 3 powerpoint presentations. This is a discussion on the presentations that were given to the Board in June, July and September? Is that what we're talking about here?

Leticia: That's correct.

Philip: It's hard to talk about this given that we are in at state of flux. October 21st sounds like it's going to be a big day. I know I'm going to be there. Hopefully the rest of CBOC can be there. Those who can attend to be there as well because there is likely to be lively discussion. I know in visiting 3 of the 5 sites that have been completed, there have been some really good work that has been done. There's a lot of questions, a lot of discussion that the Board will have to have moving forward. October 21st, that's the day.

Manoj: For the CBOC members, we just printed a couple of pictures from the Bond projects, so you can take your time.

Philip: There were certainly some interesting things that we observed that I noted, for example, looking at Workman Elementary versus Cedarlane in the furniture choices, things like that, that I'm sure the Board is going to get into. Cedarlane, for example, doesn't have desks with cubbies in them, even for the elementary. Some interesting things happened there. I think it looks great. It's Spartan. The design aesthetic was certainly to remove any built ins and simply go with modular furniture. There's a logic to that, whether it is implemented in the most efficient cost effective manner, that's going to be questions we go through as we move forward especially with the remainder of the project.

Leticia: Any other comments?

B. Presentation from Cumming on Timeline – Sites and Progress

Manoj: At this point, we'll bring in Jessica from Cumming, who will provide the presentation.

Leticia: Thank you.

Jessica: Good evening. Jessica from Cumming, of course. You've seen me a million of times. I would like to say hello to the new board members.

Philip: Very nice to meet you. You did the Board presentation at the last board meeting.

Jessica: I did. This is that same board.

Philip: We couldn't see you. I only heard your voice.

Jessica: Yeah, I was over there and I was facing this way. Next slide. Cedarlane, we are in phase 5 of the construction. Phase 5 of 5. We should be winding down in about the next 3 weeks and that project would be completed. Next slide. This is a site plan. I think if you click through there, there's little arrows that will come up and show what phase 5 is. There's 1, 2, and 3. Those purple are what is included in phase 5. All of them have their flooring and their walls up. They have electrical and cabling in them currently. And you talked a little bit about if there were any delays in shipping delays. Only thing that really has come up is that lowest purple, there is flooring from Korea that is on a ship in the harbor right now. The delivery date on that is 2 weeks out. Next slide. This is prep for flooring. Next slide. This is still Cedarlane. Getting ready for plumbing next week. You can see the marker boards are in place. We are ready for the monitor when the flooring gets done. Next slide please. Grandview Academy, Newton, and Sparks are the last 3 projects that are remaining in phases 1 and 2. They are bid ready currently. As soon as we get the go ahead we can put those projects out to bid and go forward with those. We have already opened the bid for the Newton Interim Housing. That also has been put on hold. Next slide. Next items that we are going to talk about Phases 3 and 4 schools. Next slide. For the most part, all of these schools that we are going to be looking at we have finished all of the data gathering. All of the as built collection of all of the previous projects that have been done. The architects put together the backgrounds for the projects. On California they completed schematic design phase. Next slide. Orange Grove, they are in the information gathering process. They are putting together their backgrounds and that's underway. Next slide. Grazide, the information gathering is complete. We are at the near schematic design phase. That is all underway. Next slide. Baldwin, the schematic design phase is complete and we received drawings. Next slide please. Sunset, the information gathering is taking place and they are putting together the backgrounds and working on schematic design. That has stopped and underway. That was underway when we stopped. Next slide. Los Molinos schematic designs were underway when we stopped. Next slide. Stimson, the improvements for Stimson are such that they will likely not require DSA review and it could be bid basically from documents that Cumming could put together. Next steps on that are preparing of it putting it out to bid. That also has stopped.

Leticia: Jessica, I have a question on Stimson Learning Center.

Jessica: Sure. Certainly.

Leticia: There are students at Stimson Learning Center. I am not familiar with what goes on over there. I think probably, Joel you might know a little bit more about that. I've only been there ever when it's empty. There have never been students there when I have toured that site.

Joel: I believe it's special ed students? But I would have to look into that. I actually never been to Stimson? We could get a little bit more information and present that to you.

Jessica: I think they are the emotionally challenged kids there, rather than rather physically handicapped.

Philip: ED site.

Jessica: Next slide please. Fairgrove, we have collected a bunch of the information and the Architects are working on schematic design, or we're working on that when we stopped. Next slide. And that's it.

Leticia: Do we have any questions?

Reina: Yes, the last one you did, Fairgrove. That's just the preliminary stages. Is that right?

Jessica: Yes, all of the schools were in phases 3 and 4 are basically in preliminary stages.

Reina: So there is no money allocated here, non bidding, none of the stuff. We just put in the ground work together like we did for the other ones.

Joel: Phase 3 and 4 schools, the ones that Jessica just went over, the Board already had approved issuing the Contractor to Cumming to manage those phases. And we had already selected the architects. We have paid for services rendered, but moving forward there are not additional services being asked. What she just went over was in the very early initial phases, the architects go out to the school sites and start doing an investigation. They'll go look in the rooms to see exactly where the outlets and the plugs and everything is. They do that in conjunction with looking at the existing as built drawings. An as built drawing is the architectural drawing that was created when the building was actually constructed. So, they look at those as built drawings and they compare that and use the information from the site visits in order to start the process of doing the new design. We started having those meetings, they started doing the site investigations, and looking at the as built drawings when the Board made those last decisions. This presentation was given at the last board meeting and all those occurrences took place up until that point. And that is when the Board elected to halt Phase 3 and 4 design and nothing has moved forward since then.

Reina: One comment and one question. Comment is, when we started the process in the beginning for our members here, we talked about not re-inventing the wheel, utilizing past experience and everything else. Utilizing the funds wisely. Just move on the previous schools that were worked on to the next phase which is this ones. Am I right?

Joel: Yes, that is correct.

Reina: My next question is, are we going to have basically the same site visits for the schools that we just saw on the presentation and also is there a timeline to start?

Joel: Well, to answer your question, if I misunderstood your question, please correct me. If the Board elects to continue as we have in terms of the look and what actually goes into the classrooms, that was our intent

when we started this planning phase. When the Architects started to their investigation that was the direction they have been given. And that was the direction they were working under. They still need to conduct those site investigations because there are unique things to each site, each building, each room. Actually, when they don't do those investigations and they just do a cookie cutter design, that's when the contractor's get in and say, this doesn't match, this doesn't make sense, now we get hit with more change orders. It's paramount that they actually see what is in those rooms, what data, all those particulars. What's in there, where they're located, so then they can design the documents correctly. Now to answer the next part, you said timeline? Again, that won't be determined until the Board decides which way they want to go.

Reina: When the greenlight goes on.

Joel: That is correct. Waiting on the greenlight. That is a good way to put it.

Reina: Thank you.

Manoj: Ms. Covarrubias, Ms. Ybarra has her hands up.

Leticia: Adria go ahead.

Adria: I just have a quick comment about as built. One issue this District has, and part of it is age, its been around a long time. I went to elementary school here. The as built are never correct and/or updated. When they put in the Los Altos pool, they found things under the ground. When they put in the Workman Pool, it cost them their stadium due to what they found that was not noted in the as built. As these sites are being updated, modernized, constructed, reconstructed, I think it's prudent of the District, especially since so many of the District people and Board members are new, that these as built get corrected, updated, and kept continually updated. We have spent millions because of problems that the Facilities group has run into because they didn't know something. Just a comment.

Jessica: Can I respond to that? It's timely because today I was being extremely militant on one of our contractor's and they had to mark everything they have done. Specifically at Nelson and Los Altos on the as built drawings. Those have made it to the Architect. The Contractor developed them, we had the Architect look at them and today we delivered them to the DSA site inspector and he's going to take a look at them and check to see that everything he saw and inspected is indicated on the drawings. I absolutely agree with you 125%.

Adria: Perfect. Not only what they're doing, but anything that Facilities and/or the Contractor's and/or the Architect's run into. Things that maybe they didn't have to change, but they had to go around or they saw something where it shouldn't have been or anything because I'm telling you, over the years, millions and millions, we could have built Wedgeworth with the money we spent because of the as built.

Jessica: The site gathering information is so very important. And no matter what the scope of improvements that we go forward with, that stage, the schematic design stage gathers up that information that they observe and that they find and know about and catalogs onto the next background set. That is where change orders are made and broken.

Leticia: Jessica, you'll be on top of that right?

Jessica: I'll do my best.

Adria: It's not just her, it's the District. District and Facilities have to figure out how to retain that information. So in another 50 years, the next bond that goes through, they have that information and it's accurate. Because it's so costly for not having that information. It has been to us.

Leticia: Thank you for bringing that up Adria.

Philip: Do we have a Director of Facilities? Is it Belen?

Manoj: We don't have one as of now.

Philip: We do not.

Manoj: No, we do not.

Leticia: Who is assuming that role right now for that position?

Manoj: For the time being it's been Mr. Duarte and Mr. Raymond are splitting. Also I am on board. So I'm also jumping into this position.

Leticia: Okay. Do you know when the position will be opened or flown?

Manoj: We are working with Personnel Commission. Actually before this meeting, I was working with Personnel Commission. We will fly the position pretty soon.

Leticia: Okay, thank you. Do we have any other questions before we move on to the next agenda item? None. Thank you Jessica.

Adria: Olivia has her hand up.

Leticia: Oh, I'm sorry.

Olivia: I'm sorry, I did not hear the names, other than Joel's name, on who is taking over Facilities. Who are the other 2 names please?

Manoj: So the person who is working on the Facilities, is Mr. Joel Duarte, Mr. Raymond James, and myself, Manoj Roychowdhury.

Olivia: Perfect. Thank you.

Item No. 8

CBOC ANNUAL REPORT PRESENTATION

Leticia: I'll go ahead and lead the discussion on that item. Every year as a CBOC member we present to the Board an annual report. The annual report was presented on August 26th to the Board. I presented it as the Chair. This report covers the period July 2019 to June 2020. The report is summarized into 4 sections. Part 1 is quarterly meeting discussions that are summarized from the minutes. The 2nd part is the Bond expenditures. The 3rd part is the bond progress and achievements. And the last part is the compliance statement that the bond project is legally required to state if we are in compliance. We did find that the District is in compliance. That is stated in the report. The next annual report, we wait until the District has the audit and usually the audits are due by December, is that the case this year Manoj? Or is deferred again?

Manoj: It will be done, both the performance audit for the bond as well as the District's fiscal audit, it will be done by December 15th.

Leticia: So the timing is that the audit is completed in December and then we'll work on the annual report. It could be presented to the Board maybe in March. Is there any questions?

Philip: I just actually, this is more of a curiosity be, this report goes through June of 2020. Was it Covid that kind of delayed the presentation to the Board of the report?

Leticia: There were a couple of things. The State deferred the annual audit through I think of March 2021.

Philip: That would do it.

Leticia: That was due to Covid. I think there was a further delay in presenting to the Board perhaps because of the pandemic. So yeah, there was a delay.

Philip: I remember listening to it and really being curious. This is over a year old and that wasn't raised during the Board meeting itself. So I'd figure I'd ask it now.

Leticia: Any other questions?

Item No. 9

AMENDING BYLAW TERMS

A. Section 5.4

Leticia: Philip, I think you brought this up.

Philip: I did.

Leticia: Regarding the extending of the terms.

Philip: It looks like we have an answer. A pretty solid answer to that question, that we have until September of next year to find at least 4 new members for this committee.

Joel: Yes, that is correct. I think it was you that brought it up that a statement that a member could only serve 3 consecutive 2 year terms was in our bylaws. You had asked possibly about amending the bylaws. We consulted counsel and that is in the bylaws because per Ed Code it's stated that way. We are kind of stuck.

Philip: That kind of brings up the next question. Clearly, we are going to lose, as of September of next year, we are going to lose a vast amount of experience of knowledge from this committee. If they wanted to, we're going to lose them. And the only 3 that remain are Ms. Navar, myself and Adria, who's on zoom. It kind of begs the question, the Ed Code requires at least 7 members on the Board, on the committee. What happens if we don't have 7 members?

Manoj: I can provide some data based on experience. If you do not have 7 members, we have had CBOC committees with 5 members also. 4 members at times. It kind of answers, depends. But you can proceed with just 5 members. And we just have to keep on looking for those additional members and if they are not there, they are not there.

Philip: I appreciate you saying that. But the same Ed. Code requirement, 15282A, that says that members could only serve no more than 3 consecutive terms. That same sentence says it has to have at least 7 members. So, if that Ed Code requirement can be waived, the at least 7 members, why can't the requirement the no more than 3 consecutive terms be waived.

Manoj: That might be a good question for the Bond Counsel, sir.

Philip: I think Bond Counsel should be brought in because it appears that we had a hard time finding 3 members to join here. We are going to have difficulty finding 4 members. I understand what you're saying that they can waive the requirements of 7 because of circumstances. If you can waive one, why not the other? I don't know of anybody currently here would be willing to throw their hat into the ring for an extra term? It may very well be that Bond Counsel says, no your 7 or bust.

Reina: I have a question. The same outreach that has happened for these 3 new members, I think that it needs to be an ongoing thing so we can have new members to learn, so that there is always knowledge and skill and experience. Those of us, like myself, I'm going to continue participating even afterwards I am gone. Just for the sake of being aware, being interested into what happens in my community.

Philip: I would really love to see if its LACOE or somebody, if we can apply for a waiver of it. If there is any sort of process or procedure in place where we can do something like that. Given the extraordinary circumstances that

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| | <p>derived due to Covid, for example, I'd love to see if Bond Counsel can help us out with that.</p> <p>Louis: Even with a full Board, you are going to have no shows anyway. So you better have enough members on it so it would be covered. People are absent, things happen. If we have a 7 member board, you're going to have 1 or 2 missing all the time.</p> <p>Philip: I look forward to hearing what Bond Counsel does have to say. But if the Board waits until August of next year to interview perspective candidates, then it sounds like there might be a problem and they should be probably interviewing new candidates in the next couple of months. Like Reina was saying, keep this ongoing.</p> |
| Item No. 10 | <p><u>CBOC MEETINGS</u></p> <p>Leticia: I think Phil, you also brought this one up. The frequencies of the CBOC meetings.</p> <p>Gabriela: I believe that was both of us.</p> <p>Philip: I believe we meet right now quarterly. But for this meeting, which is specifically required to be in October. Right?</p> <p>Leticia: Correct.</p> <p>Philip: Do we want to think about maybe, especially given the increased Board attention to the Bond, it seems that things have been happening quickly. Bi-monthly, or every other month? Is there any will for that? Maybe discuss that and maybe vote on it on the agenda, I think December is the next meeting?</p> <p>Leticia: December is the next meeting. We can have a discussion to see where each CBOC member feels. So, Louis, how do you feel having more meetings?</p> <p>Philip: Like 6 times a year, instead of 4.</p> <p>Leticia: 6 times a year.</p> <p>Louis: No problem.</p> <p>Leticia: No problem. Okay. Thank you Louis. Reina?</p> <p>Reina: Agreed.</p> <p>Leticia: Gabby?</p> <p>Gabriela: I agree.</p> |

Philip: I'd certainly agree with perhaps agendaize for vote to amend the bylaws next meeting in December to do 6. Can we do something like that? I see a shaking of the head.

Leticia: Can I ask the other 2 CBOC members their input? The ones on zoom?

Philip: Apologies.

Leticia: Olivia?

Olivia: I think in light of what's happening with the deficit in the bond and the problems that have taken place, I would be willing to commit to meetings every other month, but I don't know if we need to change the bylaws to do that.

Leticia: Adria?

Adria: I'm not opposed to meeting more. I just want everybody to completely understand the role of CBOC. And if you're bring Bond Counsel in to explain something, I think we need to have a refresher. Sort of similar to when the Bond, the CBOC was created. I just think we need a clarification and a refresher of the roles of CBOC per the California Code. I am not opposed to meeting more. I just don't want to spend 2 hours discussing things out of our purview.

Leticia: Thank you. I don't oppose to meeting every other month either. The only thing hesitation I have is if the Board has placed the Bond activity on hold, and our scope is only to look at actual expenditures, although I do enjoy the conversation as far as the transparency and bringing to the forefront of the community. I hope our agenda has some meaningful information given that the activities are on hold. I don't oppose that either. Let's bring it to the next meeting. Do we need take a vote? Actually, we can just schedule the next meeting because we don't need to amend the bylaws. Correct?

Manoj: No, you don't have to.

Adria: I don't think we can vote anything. I don't think we can vote on it.

Leticia: I think it's just our next scheduled meeting.

Gabriela: As you mentioned, there is a pause. Maybe in January and hopefully by the next meeting maybe we will have some more clarity on the pause and if it gets lifted.

Leticia: I like that recommendation.

Philip: As fate would have it, the next meeting of CBOC is exactly 2 months away, anyways. It kind of providence in we're sitting there in early December and things seem to be moving and we look to each other and say, February?

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| | <p>Leticia: That sounds good. Very good, thank you.</p> |
| <p>Item No. 11</p> | <p><u>IDENTIFY POINTS OF DISCUSSION FOR UPCOMING MEETING</u></p> <p>Leticia: One of the items that I have noted is Bond Counsel's clarification of the legislative code. Okay, that's one item. Any other items we like to see on the agenda?</p> <p>Reina: I'd like to see if we can do the refresher for the new Board. I like the idea. No reason not to.</p> <p>Leticia: I think we did that last month.</p> <p>Philip: I think it was last month. We did. They gave the overview.</p> <p>Reina: The Binder was one. That's right. I like to see that, at the time we meet next time, we have a complete black and white report of where we are in regards to the progress of the schools, the complete of where we are. Up to date.</p> <p>Leticia: Any other items?</p> <p>Gabriela: Can we discuss recruitment since we were presented Ed Code, what are the steps, what is the timeline. Just have a discussion in recruiting new members. I know it's a year away, but time definitely does fly and would just like to get the ball rolling and just have a discussion on that.</p> <p>Philip: I'm wondering, I know the Board has ordered a forensic audit of the entire Bond and that is certainly goes into the expenditures. Although the scope of the audit is going to be quite a bit larger than that. Would it be possible to get some sort of update on the forensic audit?</p> <p>Manoj: Once the audit is completed they will have a presentation on their contract to the Board. We can record their presentation and present it to you or bring the same form and have it presented to you.</p> <p>Philip: I just want to make sure that we are getting that information. I have no idea on how long that is going to take. I just want to throw it out there, may not be something even near close to being even discussed.</p> <p>Manoj: They have not started the work.</p> <p>Adria: Lelia, is it possible that CBOC members, when Nancy posts the agenda, is it possible for any agenda items that has to do with the Bond number, I forget what it is, if she can send something to you and you can send it out to the Board members so we know that before we try and go and find the agenda to see if there are any items. So that we have a heads up when she posts that there is a bond item at the board meeting, in case CBOC members want to go speak as public members of the public at the actual board meeting where Bond information is being presented since it always goes to the Board first?</p> |

Philip: That is a fantastic idea. I know for example at the last board meeting, there was a lot of discussion by the Board. A lot of discussion by the Board about how this project is going to happen. I'd happen to be listening so I heard all of it. I just listen to all of the board meetings. It may be that the CBOC members are more inclined to dial in or at least listen to that portion of it as it relates to the Bond. It certainly informs our discussion.

Joel: I think we might want to ask for a little more clarification. I only say that because as part of every board meeting the expenditures, the PO expenditures report is given. And there is typically always Bond items on that report. Typically we don't go into depth on those items, although we did last time.

Gabriela: What you're saying, there is always a presentation, do we want to be notified when there is a discussion item?

Joel: The Bond PO report always gets voted on. Its more than just a discussion item. It's an item that they vote on.

Gabriela: Okay.

Joel: I think maybe what you might be asking is if there is a special bond report or I don't know if you're asking or your intent is if we have possibly awarding a bid or asking the bid to award a bid, like what we did last time. The Interim Housing. We did have that bond item on the agenda to be voted on separately.

Adria: For example, I'm sorry we can't see who is speaking. But somebody was just speaking about how there is going to be a presentation to the Board and that board meeting either can be recorded or they can have that same company come back. But if I remember the school board agenda correctly, there is a bond item and a lot of times it says none. It has its own number. I'm just going to say it, let's say its 5A. And Bond is always 5A. And sometimes 5A will have presentations or information or reports. And sometimes it won't. I'm not talking about expenditures. Bond expenditures is part of the overall PO report because that's always going to happen. But in that Bond section, because Nancy has to post 72 hours out, if there are items in that Bond section, if CBOC, or even Lelia can be notified. Or Lelia you can check. I mean, yes we can check, but work happens. I know in the City there is a way to subscribe to items within the agenda, so if anything that is happening on that item it sends us an email. That's kind of what I'm talking about. It's a notification system of an item that you signed up for if there is activity on it. Even if that is you Lelia, sorry.

Manoj: I am familiar with Board Docs that we use. That is the software that we use to post the Board agenda. That feature is not available in Board Docs where you can subscribe to agenda items based on the subject of the agenda. Ms. Covarrubias, Ms. Roberts has her hands up.

Leticia: Olivia:

Olivia: My question is, is there a typical price for a forensic audit? And where is that money coming from for the forensic audit that the Board called for.

Manoj: This is typically, not only a forensic audit. It's a performance and forensic audit. Just for knowledge and purpose, forensic audit happens when there is a fraud, suspected fraud, or embezzlement happens in a particular transaction in a particular area. That's what we call in a forensic audit to go and see the transactions and track back the money, the source of funds and use of funds. Operational audit is, this is what we recommended to the Board, that the Board voted on last time. It looks to as to why the cost difference is still is between the estimated cost in the first phase and the actual cost beginning in the 3rd. Its more broader. There can be different operational audits, so giving a ball park figure on that cost is very difficult without knowing the scope. This audit is costing somewhere, and I could be wrong, somewhere around \$80K if I'm mistaken.

Philip: You are correct. I recall \$87K in change.

Manoj: Thank you. It's about \$87K. Typically, audit related to Bond is paid by the Bond funds.

Leticia: Manoj, I thought on the board agenda, I could be wrong that it was not being paid out of Bond funds.

Manoj: Yes, you are right. It could be Bond funds, it could also be General funds.

Leticia: I would like for it not being paid out of Bond funds.

Manoj: Yes. If it has gone under the General fund, yes the Board can definitely.

Leticia: Thank you. That's a better place for that because I think we can use the \$87K more worthwhile in a classroom.

Manoj: I agree.

Leticia: At Workman. Yes.

Manoj: I personally I agree.

Leticia: Thank you. Do we have any other items?

Philip: I have one more. We have the meeting on October 21st, Special Board meeting that is specifically related to the Bond and although we have not been formally invited as members of CBOC, I know I'm going to be there and hopefully we can all observe and be part of that. At the very least as members of the public. Sometimes, reading through the minutes I've seen a disconnect between the Board direction and CBOC. Such as, we as members of CBOC don't always know what the Board direction is unless we went out and find it ourselves. Would it be possible at the next meeting

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| | <p>of CBOC to have some sort of report back as to what the District understands the current Board direction to be? Does that make sense? Whether it's out of the October 21st meeting or subsequent board meeting. Here's what the Board told the District to do and now we have a consistent basis to discuss expenditures, actual and expected, based on that Board direction.</p> <p>Manoj: For me, it's very difficult to respond at this point in time based on what the direction of the Board. If there are direction from the Board that needs clarification, we will have to go back to the Board and seek those clarifications and that has to be agendized in the board meeting. So yes, if we get enough clarifications we can provide a summary and confirm with the Board that this is our understanding. But typically, that is always our intent to get enough clarification from the Board directions when we present so it's clear from our side, also from public side, this is the direction that the Board wants to go to.</p> <p>Philip: And maybe what you understand what the Board direction is. We would be much more effective if that was communicated to us what your understanding is. And quite frankly, the Board in listening to it, may hear your understanding of their direction and say, wait a second, that is not what I said. I kind of heard a little bit of that in recent meetings too. I just want to make sure we understand it and it be a perfect opportunity for the District to say, here is our understanding on what the Board told us to do.</p> <p>Manoj: Yes. And that goes back to the confirmation of the understanding. Yes. We'll do that.</p> <p>Philip: Thank you, sir.</p> <p>Leticia: I think that could fall with our regular standing item under Board Bond Presentations. I know Annie would do that. To communicate with us, the discussions with the Board. We have that already standing, so it's not an additional item.</p> <p>Reina: That's right. It's a practice that we have utilized for the last 3-4 years.</p> <p>Philip: Perhaps we can have a sub item. Current Board Direction under Bond Presentations. Sub A, current board direction.</p> <p>Leticia: Okay, if we can add that, a sub item. Thank you. Does anyone else have anything for the agenda?</p> |
| Item No. 12 | <p><u>NEXT SCHEDULED MEETING</u></p> <p>12-8-21 – Due to Thanksgiving Holiday 6:30 pm Wednesday</p> |

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| Item No. 13 | <p data-bbox="440 140 1432 178"><u>ADJOURN</u></p> <p data-bbox="440 210 1432 283">Moved by Reina Schmitz and seconded by Gabriela Navar for Adjournment at 8:41 pm.</p> <p data-bbox="440 304 1432 348">8 yes 0 No 0 Abstain</p> |
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