

UNADOPTED MINUTES OF THE REGULAR MEETING
CITIZENS BOND OVERSIGHT COMMITTEE MEETING
HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT
SEPTEMBER 2, 2020

The Regular Citizens Bond Oversight Committee Meeting on September 2, 2020, was called to order by Leticia Covarrubias, Committee Chair at 6:45 pm., via a virtual ZOOM meeting of the District Administration building located at 15959 East Gale Avenue, Hacienda Heights, California 91745.

Members present were: Leticia Covarrubias, Olivia Roberts, Louis Perez, Reina Schmitz, Charlie Klinakis, *Neal Noborio (Left early)*

Members absent were: Savina Low, Margarita Sudjono

Item No. 1	<p>Leticia: Before we move on with to the agenda review and reorder, Annie, would you like to introduce our special guest?</p> <p>Annie: Yes. Good evening CBOC members. I would like to formally introduce my boss, our new Superintendent of Hacienda La Puente Unified School District, Dr. Alfonso Jimenez. And he has a few words for all of us here tonight. Thank you Dr. Jimenez.</p> <p>Dr. Jimenez: Thank you Annie. It is my honor and privilege to be here this evening with the Citizens Bond Oversight Committee. I am excited to meet some of you here. I can see some of you here on the screen. And I have previously have met Leticia Covarrubias in a meeting. Its really great to see and learn more about what our committee has been working on. I know we have a lot of great things being planned for our District. And some of those things have already been set mostly prior to me coming on board. So I'm learning about all of those different projects that have started already. I just wanted to have this opportunity to say hello to everyone and to let you know that I have been involved in my past experience with different projects in the District I had served. I'm coming to you from the Santa Ana Unified School District, which is a 45,000 student School District. There have been a lot of projects that I had the opportunity to work in conjunction with our Assistant Superintendent of Facilities in that District. I've been very much involved in many of those types of projects. So I am very familiar with many of the processes and protocols that happen on that side of the house that Annie oversees. I just want to say thank you for giving me this opportunity to welcome everybody and meet everybody. I look forward to learning and hearing more about the different things the committee will be overseeing in these next several months. With that, I am going to hand it back because I know you have a full on meeting to run and get to. I just wanted to get that opportunity to say hello. I'll be logging off. I have other commitments that I'll be attending to at this time. Like I said, I wanted to take this opportunity to say hello to everybody and carry on. Thank you so much.</p> <p>All: Thank you Dr. Jimenez</p>
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	<p>Leticia: Before we move on to the agenda review and re-order, we will need to take roll call votes just because we are on Zoom. So it needs to be recorded.</p> <p>Moved by Louis Perez and seconded by Charlie Klinakis for Agenda review and reorder. 6 yes 0 No 0 Abstain Review and Re-order <u>No Change</u></p>
Item No. 2	Request to speak to agenda (Non-Agenda) Items
Item No. 3	<p>Moved by Louis Perez and seconded by Charlie Klinakis for Approval of minutes from previous meeting – June 3, 2020. 6 yes 0 No 0 Abstain Review and Change <u>No Change</u></p>
Item No. 4	<p><u>Impact of Pandemic on Bond Projects</u></p> <p>Annie: I would like to defer this to Joel Duarte. First and foremost, I want to acknowledge with the team that the 2 persons that have been helping with the transition out with Mark Hansberger and Kim Tran during the time of Covid. Joel and Raymond have stepped up and helping me a lot. And as you all know I was taking a different duty temporarily for a long time, about 10 months until July 1st when Dr. Jimenez start. I was with Dr. Jimenez for a short period of time to transition all of the things out and I went back to my previous position as the person who is in charge of the Business Services Division, sometime in July, not the very first day when Dr. Jimenez was here. During that time, Mark Hansberger left, Kim left, and followed by Barry Oh. They all accepted another job, it's hard to say that during Covid. They all have other jobs in different places and they exit the District during the Covid. It's been very hard. Joel and Raymond James, I want to acknowledge that 2 outstanding members of my Business Services Division have stepped up, helping a lot and to carry on a lot of extra duties. The Business Division takes care of everything except Instruction and HR during the Covid time plan and all of that. I just want to make sure I say that. With that said, I'm going to defer item A, B, C, which is the Pre Covid Plan, Current Covid Plan, and Post Covid Plan to Mr. Joel Duarte. I'm going to turn it over to Joel for the information for all of you. Thank you.</p> <p>Joel: Thank you Annie. Community members, if you don't mind, like Annie has mentioned. I'm going to speak to A, B, and C kind of all together because they all kind of flow together.</p> <ul style="list-style-type: none"> a. <u>Pre Covid Plans</u> b. <u>Current Covid Plans</u> c. <u>Post Covid Plans</u>

As you may or may not remember, we had the first 3 bond schools out for bid when this Covid pandemic hit. And those first 3 schools were, Nelson, Workman, and Los Altos Elementaries. The plan going into this, was that we were hoping to bring in a contractor to get the lights in the ceilings replaced. And follow them up with the actual bond contractors to do the electrical upgrades, the flooring upgrades, the wall upgrades, and some of the technology upgrades. Due to some of the challenges that happened when school shut down, it did put a delay in the fact that we weren't able to get the teachers into the classroom to get the classrooms packed up and moved out. We were not able to get the ceilings and lighting portion done prior to bringing in the other contractor as we originally planned. What we did is, we brought in the contractors that were doing the bulk of the work and proceeded from there. That takes us into the current situation. Those contractors have all been working, and you'll see a presentation from Cumming later. Cumming is the construction manager firm that we have hired and is assisting us with this bond work. So you'll see pictures and a more detailed explanation as to what is going on later in the meeting. Where we are at now, we are currently under construction at those 3 schools. Los Altos, Nelson and Workman. We expect to be done in October some time upon those contractors finishing up those projects. We will then bring in the lighting and ceiling contractor to finish up those rooms. Followed by, bring in the furniture, having our NCS group come in and hook up some of the technology aspects. The monitors and the voice systems. And then we will be completely done with those classes.

Leticia: Does anyone have any questions for Joel regarding these agenda items?

Reina: The last 2 areas you are going to wait on, due to not having the support of the teachers, the lighting, and all that, that includes the end date to be the same? So it's not going to change? You are just moving them to the later part of the finishing date?

Joel: Yes that is correct. Essentially what we are doing is just flip flopping the ceiling and lighting work and doing it at the end of the construction work as to oppose the beginning.

Reina: Thank you.

Joel: When this pandemic, when everything kind of hit, we weren't, to be honest, didn't know if we were going to be able to get that work in or not. But it looks like now, now that we know that school, most likely, is not going to start until January, that extra time will allow us to do that work. Just to be clear, it was the teachers weren't there in the classrooms to be able to get that stuff out. It wasn't that the teachers were unwilling to do it, it is more of they were unable to do it.

Annie: We were at the stay at home order. The campus' are closed. No teacher were able to get in and out of the campus during the stay at home order.

Joel: Annie is 100% correct. At that time, it was very difficult to get the teachers in and packed up and get their supplies and move out.

Reina: Thank you.

Neal: I had a question about the Pre-Covid plan. Originally, I believe there were 8 sites slated for Phase 1. Are the work and expenditures that we are incurring now, part of those 8 that were initially planned for work for Phase 1? Or have we retracted from that and kind of thrown the phases out?

Joel: No, it's a little confusing that the phases don't correspond with the bid packages. So in other words, bid package 1 was those first 3 schools that I mentioned earlier, but Phase 1 is beyond those first 3 schools. We are still in line to continue with Phase 1. The next 2 schools that will be going out to bid are Cedarlane and Mesa Robles. We are looking to have those bids on the street in the next week, week and a half. We will be moving forward with Cedarlane and Mesa Robles soon. Followed by Grandview, Newton, and Sparks, probably, I'm guessing the early part of next year.

Neal: There has been kind of a lot of money spent on some of the schools already. Have the bids not already been assigned to them? I mean the contract.

Joel: The first 3 schools have been bid. There's still back end work that is being done. We still have Architects on board. We still have some of the early stages of that work being done right now.

Neal: Some of these are 20-21 expenditures. Nevermind. Okay thanks.

Leticia: Does anyone else have any questions? I have a question. I'm not sure because of the Covid, what has changed? What are the plans now?

Joel: Right now, we are pushing forward. Like I said, we have those next 2 schools set to bid. And those bids will be out in the street in the next week and a half to 2 weeks. There really is, at this point right now, Covid isn't really having too much of an impact. We will have to get those teachers in for those next phase of classrooms to get them in and packed up like what we did before. Covid, per say, isn't affecting those next phases of bidding.

Leticia: We have the interim housing, right? The interim housing is placed but there's no students because they are not occupying it because of Covid, correct?

Joel: Yes. We have interim housing at Cedarlane and Mesa Robles, the next ones that are coming up.

Leticia: Okay. So, I don't want to say it's a good thing because of Covid, but is this an opportunity because the students are not in class that the work is getting done faster? So this is actually positive, maybe?

Joel: Yes. Originally, for these first 3 classrooms, we have it phased in 3 separate phases. But because the students were not in class, we were able

to combine phases 2 and 3. So the work, ultimately, for these first 3 classrooms, is going to be done sooner, rather if the students were in class. Unfortunately, its sad to say, but in some respects, it does help construction that the students are not there.

Leticia: Correct. Okay. So it's actually opposite, maybe Joel, that things will be done a little bit faster because the students are not in the classroom and the teachers.

Joel: That's correct. That is what we are definitely pushing for.

Leticia: Okay, does anyone else have any questions?

d. Design Guidelines Changed

Joel: Yes. There are some slight design changes. And its more in line with the furniture. Originally when we picked out the furniture for the classroom, we were looking at the double desks for the students. So obviously now in the current Covid world, we have now pivoted from that and now moving forward looking to purchase. We have not picked out a desk, but looking to move to a single student desk that could be moved, rearranged, if need be, that would allow social distancing.

Annie: That is the only thing I am aware of any changes at this time. Is that correct Joel? Because I believe before, the design team have come up with the lower grade level that you share. Sometime students come in as a team, remember they come and share the same table. The younger kids share a table for 2. Or they can have a bigger table and there's 4 of them facing together to do that. So I think the team, especially Cumming, have a recommendation that to move away from that. Because even if we are coming back next year with Distance Learning or one day on, one day off, or half students coming here and there. I will still require at this time, it is my understanding, that we will still require the social distancing, right? I don't think the desks with multiple students in there will be a good idea. So I just want to make sure you understand the reason behind the change and the recommendation for the change.

Leticia: Thank you for that. Does anyone have questions regarding the slight changes to the furniture, the design guidelines?

Reina: I would think that the reasons for the changes would have to be to adapt to the needs and the requirements for safety at whatever level we're in February. Because the space is not going to grow, it's just going to be rearranged rather in the groups. I think I've seen some settings, some of the media outlet. Again, based on the recommendations at the time. I hope that we have an open mind that when the time comes we are ready to meet the needs of the students in the safety guidelines and follow them to the letter. It's good. Thank you.

Leticia: Thank you Reina for that. Annie, does CDC have guidelines for the classrooms then?

Annie: Talking about CDC, there are multiple guidelines. It changes all the time. Right? I think in the very beginning, we have to measure wall to wall 6 feet for the teacher. Then from that, every 6 feet all the way around for the students. After that we hear there is a little bit of change. But, I'm just going to be very honest with you, I think at the time you're placing the students, or when we are coming back and students return to hybrid. I don't know if the guidelines are going to still be the same. Like Reina was talking about we just need to be open minded and follow the CDC guideline, whatever the guideline at the time is going to be the base for the classroom to be set in order for the students to return. As of now, we still need to have the 6 feet social distance between one student and the other.

Leticia: How many students can fit in a classroom with the single desks 6 feet apart?

Annie: I want to share with you at one point that we think that the District may be going hybrid. It depends on the classroom. Some classes at Hacienda La Puente are not the same design. Some classrooms are bigger. Some classrooms are smaller. Some classrooms, to be honest with you, will only fit about 15 students. Some will be a little bit more, over 20, but it doesn't matter, big or small. The CDC guidelines state that social distance 6 feet away, whatever the measurement of the classroom is, that is how you do it. You just need to make sure you measure 6 feet from the wall to wall and from one desk to one desk, that's going to be 6 feet. So, depending on the classroom, there could be, you could accommodate 12, 14, 15, 17. It's really different from one school to the other.

Leticia: Will there be less furnishings purchased then?

Annie: I don't know if that will be the case. I'm going to speak my mind. I hope one day I wake up in the morning, Annie there is a vaccine, we can get back to a normal life. And the students can come socialize together. Or if something magically happens that this is over. So in that time we still need to make sure that we have enough furnishings for the students. I think whatever we buy now during the Covid, there will be some additional desks when we have a vaccine or when the students return to full capacity.

Leticia: You're thinking of purchasing for a regularly equipped classroom, post covid?

Annie: Right. I don't know if any of us here is opposed. It's social distanced. Distance Learning is a good thing that we can do that. But if we, personally, I feel they are at home, they want to go back. The students want to be there so they can socialize with each other. The teacher wants to be there. At one point, we still need to make sure that we have, whatever is happening in the future post covid, we just have to go from there.

Joel: Please keep in mind that as we plan on making these furniture purchases, the District doesn't have the storage capacity to store extra furniture. And along with that, there are some leads times that we have to factor in. If the District were to only purchase half the furniture, only thinking of partial classes being filled, when the time comes when all the students

are back in session, we wouldn't be necessarily be ready to go if we purchased, like Annie mentioned, 15 or 18 desks per room.

Leticia: So what are you guys going to do? Purchase them all? You said, the District doesn't have the capacity to store them.

Joel: We can still put these in the classrooms and just not seat students in them.

Leticia: I see what you're saying. Okay.

Joel: In addition to that, Annie is having us look into, and it's not necessarily a part of the bond purchases, but we are looking at getting student dividers that sit on top of the student desks to give them clear plastic dividers to further protect them.

Annie: I don't know if you see that. It's more like a sneeze guard. But individual sneeze guards to fit each student desks. Just in case. I do have the team looking into that, just in case. Don't know what is going to happen, but its always a good thing to prepare a head of time.

Leticia: Does anybody else have any questions regarding this item, design guidelines changed?

e. Furnishings Cost

Joel: To date we spent about \$1.2 million on furniture. A lot of that furniture has gone out to various school sites to use as samples. We purchased 36 classrooms worth of furniture that was originally intended on being used for the interim housing. However, we did repurpose it for the first 3 bond school sites, for Nelson, Workman, and Los Altos. And we did that only because there were some Covid deliveries issues back then and some delays in placing orders. So we repurposed some of the interim classroom furniture for those sites. Those 36 rooms worth is approximately \$620K worth. In terms of any changes, or doubts going from the single desk to a double desk, there is not going to be much total change in classroom expense. Right now, we are looking at about \$18 – 20K per classroom for furniture alone.

Leticia: Does anyone have any questions regarding the furnishings costs? I have a question Joel. On these sample classrooms, this is the furniture that are the rounds where the students are facing each other?

Joel: I believe some of them, yes.

Leticia: Okay, you say they were repurposed into those 3 schools? Workman, Los Altos, and which other school?

Joel: Workman, Los Altos, and Nelson.

Leticia: Okay. Nelson. And those are hopes that we go back to normal, right? They can use the furnishings once we are all done with Covid.

Joel: Yes.

Leticia: Okay. And if not, they can be separated right?

Joel: Some of them, yes. We have purchased some of the table double desks, the table for 2 students, so some of those have been purchased prior.

Leticia: Does anybody else have any questions for the furnishings costs?

Neal: Do you have \$20K allocated for each site roughly? Are those furniture already purchased? In some places, like Amar is \$90K. District office is \$77K.

Charlie: Wasn't it \$20K per classroom?

Joel: Yes, that is about what we spent on the classes that we looked at. And that's the budget per class going forward.

Neal: I was just looking at your spreadsheet, the bonds spreadsheet, for 2019-20. You have \$92,680 for Amar. \$43,900 for Baldwin, so on and so forth. \$20,700 for Sparks, Cedarlane, Lassalette, Sunset, Valinda, Bixby. Are those furnitures already purchased? Or what is that \$20K? It's under furniture.

Joel: Yes, those have already been purchased.

Neal: For one classroom then. Is that for the sample classroom or something?

Joel: Yes.

Neal: Okay thanks.

Leticia: Are there any more questions before we move on to the next agenda item?

f. Spending Proceeds Timeline Requirements

Annie: I believe at the last meeting, Barry had inquired some information to you. And it is my understanding that, Barry left after that, I believe I'm getting some of the new guidelines, but I haven't had a chance, like I shared with you. I'm only back in the office for a little bit over a month. And some of the information I got was happening during the Covid. If I remember, that was about April, the end of April 2020. I would like to see that, if we can, if I can provide information to the bond counsel or all of the team who are working on the proceeds of the bond and I would like to see if Leticia and I could meet with them and clarify the information with them before we provide information to CBOC. At this time I don't have anything from Barry to share with you. It happened both at the time when both Kim and Barry was not here and I would like to see if we can continue to go out and get

clarification Leticia. You and me can be sitting with them and clarify and provide at the very next meeting.

Leticia: Yes thank you. I think it's quite that we do meet them and we do have clarification regarding the spending of the proceeds within the 3 year timeline requirements. As soon as you can make that arrangement Annie, I appreciate it. If its urgent, perhaps we don't wait until the next quarterly meeting, we can have one special meeting for this.

Annie: Absolutely.

Leticia: Does any of the other CBOC members have any questions regarding this item?

Charlie: Olivia, I think you're muted.

Leticia: I'm sorry Charlie, was it Olivia that had a question?

Charlie: She's talking, but I think her phone is muted.

Leticia: Her phone is muted?

Charlie: Olivia, can you hear me? But I can't hear you.

Leticia: Olivia, do you want to enter your comment in the chat box and I could go ahead and read it out? While we wait for her to respond, I just to recognize that there are some attendees and we see the attendees. There is an attendee who has a hand up, unfortunately the place to comment and make comments we passed that item on the agenda. That was at the beginning of the agenda. So we invite you to hold that question for our next meeting. Thank you.

Charlie: I did have a question. I don't know if it's now or later, but some of the comments I get from the residents, they mention that the bond for this project, we missed some timelines. Can you clarify that? Are we current on the timelines that we were supposed to meet or are we off the timelines?

Leticia: Charlie, is that question for Annie?

Charlie: It's for anyone who can answer it.

Annie: Okay that is one of the reasons that we can return and have a meeting with the team and Leticia to get clarification and bring it back to the committee.

Charlie: Okay.

Leticia: Charlie, just so you know I think its been every quarter that I bring this up because this is quite a concern. And I want to make sure we stay on top of this because the information I see is yes, this is something that we need to be concerned about. I am glad that Annie is making the appointment with the bond counsel. We heard from Barry at our prior

	<p>meeting that we were okay. We just need to make certain that we are. I'm not too sure about that. That's why we are having the meeting, just to confirm that we're fine.</p> <p>Annie: And Barry is gone and I don't have any information on that is why I want to had the meeting with Leticia about 10 days ago, right Leticia, we talked about that? We are seeking for clarification because I was not attending at that time and I want to make sure the information we provide to you is accurate.</p> <p>Leticia: I do see Olivia's question now. Olivia's question is "<i>Have we met the 85%?</i>"</p> <p>Annie: At this time, no, we have not.</p> <p>Leticia: Okay thank you.</p> <p style="text-align: center;">g. <u>CDC Guidelines – How it impacts Bond Purchasing</u></p> <p>Annie: I would go back to Joel and defer it back to Joel regarding the CDC guidelines. I would think that before Joel provides information, like I have shared with you before, CDC guidelines, have some changes. Yes, there will be some kind of impact and we would have to live with the change and we would have to navigate and to make sure that it is there. With that said, I'm sure Joel will have more information than me about that. So I'll defer it back to Joel on this item.</p> <p>Joel: Yes. Like how we kind of mentioned before, we are keeping an eye on CDC guidelines. It is a little bit tricky because they do change, so it does become difficult to make long term plans, but we are keeping our eyes as we move forward. The biggest thing, as we mentioned before is looking at making that change of the student desk so we can more easily accommodate the 6 foot social distancing guidelines as they suggested.</p> <p>Leticia: Does anyone have questions regarding the CDC guidelines and how it impacts Bond Purchasing?</p>
Item No. 5	<p><u>Bond Expenditures</u></p> <p>a. <u>Up to Date Expenditures</u></p> <p>Annie: Alright, as you see that, this is the information as of August 21, 2020. This is for the closing. As you know that, this includes some of the early information, early expenditures from July and August. If you are looking at this time, we have committed to date, the total expenditures to date. This is talking about that. We are continuing to go out for bids and all of that. When we are bidding and awarding the bid and all of that, that will go into the committed amounts to date. At this time, I share with you that the total committed to date is about \$31.831 million. I believe you all have the detail, line by line expenditures for that. It's hard to put it up because even on the spreadsheet, it's very small. This is for discussion only and you all have that information. Please feel free to take a look and if you have any</p>

questions, fill it out. I understand that you have 2 or 3 packets in front of you and the excel is detailed and is multiple pages and you have 2 different summary reports to review.

Neal: I have a question regarding portables. We spent a lot of money in 19-20, I think, in portables. Is there a way, I guess, to postpone that or push that out to 20-21, or are we contracted and set in stone with the vendor, or whoever we purchased it from?

Annie: Joel? Do you have any information on that, Joel?

Joel: I'll have to do a little bit more digging, Annie. My inclination, is that the ones that we purchased, we can't push those out, but I'll have to do a little bit more digging.

Neal: Have they already delivered the portables?

Joel: Yes, we have delivered and set up some at some of the next sites that we are starting work.

Neal: Okay.

Leticia: Neal, are you thinking its because, the students are not in the classroom and there is no need for portables?

Neal: Right. I think Annie has mentioned that we had to make a decision with going with the portables or not. We had to make a decision back then whether to go with it. And I think we decided to go ahead and do it, but this pandemic thing hit and I was hoping that the vendor or whoever is providing the portable classrooms would be a little bit lenient, in light of what is happening now because why would they supply portable classrooms if there is no students in the classrooms while the construction is going on.

Leticia: That does makes sense. That makes a lot of sense.

Annie: I just want to caution all of us on this. Yes, since March, March through May, we are all at home, right? Pretty much until June. So for the first semester for this year will be until December 18th, students will have distance learning, right? However, the construction time period will be longer than that. It's not going to be a couple of months for all of the phases for all of the schools that we will do it next. If the students, whether or not they return a 100% or going back to hybrid. One way or the other, I think if the students are on campus we will still need to make sure that we have the interim housing. Yes we would love to, to see if we don't have to, especially during this time. Some of them we already purchased that and we delivered and there is not much we can do. But from this point on for every time we have to make a decision about where in the phase or next phases, whether or not we have to go out for interim housing, we would have to evaluate and make a decision whether or not we are going to do that. I don't know anybody here that can predict what is going to happen in the next phase. Every decision we make, at the time we make a decision, that is for the best interest of the bond.

	<p>Leticia: Are there any more questions on the up to date expenditures?</p> <p>Louis: I have a question. Attorney fees, engineer fees, architectural fees. What is that based on? Is that based on the total cost of the project? A certain percentage?</p> <p>Annie: The architect. Yes. All the other fees are based on the scope of the work of the project.</p> <p>Joel: That's correct.</p> <p>Louis: Okay.</p> <p>Leticia: Annie, I just want to say thank you for that spreadsheet. It's very detailed and it's a really good spreadsheet that provides transparency to the CBOC committee, as well as the community. They can access this from the website. And they have every dollar and penny that they spent on the bond. I appreciate the effort to put this out for us. Thank you.</p> <p>Annie: Thank you for that. I have shared with you that if you feel you have any questions, please feel free to reach out to any one of us. Like I shared with you for the ones that know me, or if you don't know me, that is how I operate. When it's there, it's there. I have nothing to worry about because that is everything we do. There's a record. It requires that we have to keep a record. That's the effort to make sure we put it all together. As we go, the packet in the future its not going to be like this 15-20 pages, maybe up to like 100 pages, by the end of this, right? But its there for you and we can continue to make sure that we add all of that in to provide for everybody at every meeting. Thank you all for that.</p> <p>Leticia: Neal, did you have another question?</p> <p>Neal: No. I just want to say its pretty comprehensive and very well put together.</p> <p>Leticia: Thank you. Let's move on to the next agenda item.</p>
Item No. 6	<p><u>Board Bond Presentations</u></p> <ul style="list-style-type: none"> a. <u>Measure BB Bond</u> b. <u>Site Improvements (Information Only)</u> c. <u>Presentation from Cumming on Timeline – Sites and Progress</u> <p>Annie: Yes I believe that, this is the presentation from Cumming, the project management team to put it together to present it to all of you.</p> <p>Leticia: Thank you.</p> <p>Annie: Cumming can begin Joel.</p>

Joel: Before Cumming can start, I'll introduce. It's going to be Jessica Morley, who is the representative from Cumming will be giving this presentation. I think she's online. Jessica, I think you're muted.

Jessica: Can you hear and see me now?

Joel: I think you're good now.

Annie: Yes, we can hear you now.

Jessica: Hello Citizens Bond Oversight Committee and Staff. It's been a long time since we've seen you. Am I in control of the turning of the pages here?

Joel: Jessica, I believe Lelia was going to keep control of that so just ask her when you need her to advance the slide, please.

Jessica: Okay, can you please advance the slide to the first. Mesa Robles, we have been working pretty hard on Mesa Robles installing the interim housing. You'll see on the next slide, this one there is grading. In the left hand side, there is grading and on the right hand side, we have all the paving completed and those are the 2 temporary portables that were placed for interim housing at Mesa Robles. Next slide. This is the grading on the left and the paving on the right of infrastructure and improvements to the drainage. You can see that big swale and all of that new uncracked asphalt. Next slide. This is power upgrades that were installed for the temporary and permanent housing. That's a new switch gear and new transformer. You can see the form work on the left and the installed switched gear on the right. Next slide. This is a panoramic view of the interim housing that was installed on the elementary side of Mesa Robles. Next slide. This is a 2 classroom building that we understand that will be used as a performing arts classroom for dance and choral. Next slide. Los Altos Elementary School, you can see on the site plan there are 4 orange rectangles, those are interim housing that are already in place. Next slide. This is the refurbished relocatable classrooms. You can see the walls are fresh and clean and new. The ceiling is new. The lighting is new. The one on the left you can see there is new power molding. It's a wire mold for both data and power. Next slide. In the ADA accessible walkways, there was a lot of mitigation that we had to do to correct the slope and cross slopes to the older walkways. And as you can see when they put them back in, instead of the yellow strip where the door swings, those have been put in with a different colored concrete, so they will always be permanent and we don't have to paint them every year. Next slide. This is an interior of a permanent classroom. You can see how fresh and light it looks. There's new flooring, there's new walls. Next slide. Nelson elementary school is kind of running neck and neck with Los Altos. Next slide. We have furniture and technology installed in classroom C1. I think it was 2 meetings ago, we had planned outages, before we went into covid lockdown, that you guys were going to go on a tour of several campuses. This was one of the classrooms that we were going to take you to see. This is an example of the technology that we got going in. The furniture, that has the tandem desks, where they have

2 kids sitting at one desk. We're moving away from those a little bit now. This is what we were talking about when we could do a little grouping of four, where the kids are facing each other. Or you can move them and make them in rows. You can see the difference of what the room was originally and when it was underway in image 2. And how it looks finished in image 3. Next slide. This is ADA access at the Admin building and the door circles as you can see there on the right. Next slide. Workman elementary school, similar changes are going in there. But the classrooms are a different configuration, so you'll see they look a little different. Next slide. This is putting in electrical. You can see all the demo that happened to the walls and the walkways. Next slide. This is what the rooms look like with new walls up, but we got there too late and they covered up the floors. The floors are done, but they are all covered with protective material so that when the guys come in and do the ceilings and lights and everything, they won't scratch up the floors. Next slide. Cedarlane Academy, we are doing pre-qualifications for the contractors at this point. That is putting the contractors who are eligible to bid starting next week or so. In a pre-qualified positions, we will know everybody who is able to bid, by Friday, if that's right, Joel? Next slide. Newton Middle School, again, the only reason why I'm pointing this out is we were talking about the interim housing. You can see the little orange rectangles on the side. They also have 4 interim housing units that we will be putting in fairly soon because that project will probably start near the end of the year or beginning of the year. Next slide. Sparks Middle School, they already have their fire alarm completed. That's one nice thing that has been completed before a bid works starts. Next slide. And that's it. Thank you so much. Any questions?

Reina: So every site that you showed, every elementary school you showed, every orange box identifies the housing that got put in. How many in total for those schools that you just did?

Jessica: There's 4 at Los Altos. There's 4 at Newton. There's 6 at Mesa Robles. And there's 4 more at Cedarlane. So 18.

Reina: The idea would be that those are permanent that they are going to be utilized for art or dance or whatever in the future. That was the plan, am I right?

Jessica: Some of them, like at Cedarlane and the 6 that are at Mesa, and the 4 at Newton, those will be candidates to be moved for the same kind of use in future phases. Phase 3 and Phase 4 will probably need some interim housing. Those will be taken off of that site and roll to the next sites as we need them. One of things that we've been doing in the last couple of weeks is figuring out the phases that a contractor will have to build at Mesa and at Cedarlane and where those students will go into those 4 classrooms and that will vacate a line of classrooms and the contractor will build. And those students will come back, and the next students, and the next block of classrooms will go into those 4 portables, and will carry on to the sites that way.

Reina: So basically, rather than buying more, we use what we got in some cases.

Jessica: Yes. Ma'am.

Annie: Yes, Reina. I think we talked about that in the past before last school year. Because I don't think I met with any of you last year. I believe, for example, if we have the interim housing and one school is done and the school don't need it, we are going to move it to the next school who needs interim housing.

Reina: I appreciate what you guys are doing because its about saving money and this is one of the processes about utilizing it in that sense. Thank you.

Jessica: Our pleasure.

Neal: So the desks that are at Mesa, are those permanent or are those temporary, is that part of the temporary housing?

Jessica: That's a permanent one. There are 9 classrooms that we installed at Mesa. 6 of them are temporary and 3 of them, 2 regular size classrooms and a double classroom that are going to stay.

Neal: Are you going to install permanent classrooms anywhere else or just Mesa?

Jessica: Those are the only ones I am aware of now.

Neal: Interesting. Okay thank you.

Charlie: On the 6 at Mesa Robles, the 6 temporary ones, and the others you mentioned, the other 2 and 3, were those paid with bond money or other funds?

Joel: Those were other funds.

Charlie: Thank you.

Leticia: I have a question, on the interim housing, how much of the cost of the interim housing is site work and construction? I see there is electrical, the data. It seems like a lot of money is being spent on the interim housing. So how much of that have we spent on interim housing.

Joel: I don't have that number off the top of my head. We could collect that and get that information.

Leticia: Yes, the cost for the interim housing.

Joel: I'm sorry, did you also ask about the site work as well?

Leticia: Well, because I see that the site work construction is \$5.1 million, so I'm assuming that the interim housing is part of that. Is that where you put in Joel?

Joel: Some of the site work is the walkways as well, which had to be done to be DSA compliant.

Leticia: The walkways for the interim housing? So when the housing is removed, what happens to those walkways?

Joel: Walkways for the ones outside the classrooms. The permanent hard buildings.

Leticia: Oh okay, the walkways are permanent.

Joel: Yes. There was a couple of pictures in the presentation that depicted the new walkways outside of the classrooms.

Jessica: Those are the ones with the dark semi circles. This way we don't have to paint anymore. Those are all part of the ADA improvement.

Leticia: So for the interim housing then, is there ADA requirements walkways for the interim?

Jessica: There are, but they are less rigorous. So, many of the walkways that we have at Mesa, are made with asphalt, cast like with concrete and they don't have the circles. They are just at the bottom of the pre-fabricated ramps.

Leticia: So when the interim housing is removed, the asphalt will remain, correct?

Jessica: They will most likely take those. It will be bumpy, you know where it where it mounds up to meet the bottom of the ramps. So they will probably take that bottom landing off.

Leticia: Okay good. Okay. Yes if we can get it broken down to the cost of the interim housing, that would be helpful. Thank you. Are there any other questions regarding this presentation? Let's move on to the Site Improvements presentation, information only.

Annie: The Site Improvements, since the Covid. We kind of temporarily stopped a lot of projects that we were doing, so there is no presentation. In the past we have presentation, so since then, we don't have any presentation at this time. It's just an ongoing line item we leave it there, but we don't have any presentation for tonight.

Leticia: Thank you Annie. Lets move on to Presentation from Cummings, timeline, sites, and progress.

Annie: I think Jessica will be back.

Joel: No, Annie. That's the same one. I think we kind of went out of order a little bit.

	Annie: Oh I see.
Item No. 7	<p><u>Bond Management Staffing</u></p> <p>Annie: Okay. CBOC Committee member, whoever you see here tonight. That is my whole team. Joel, Raymond, Thomas, each of us are doing more than our job for what our regional is hiring us for. As you can see, the whole business division, most of the time we do projects together. We have 3 major vacancies at this time. The District is in the process of hiring the Director of Facilities, Director of Fiscal Services, and the vacancy for the Executive Director, Business Services is on hold waiting for the other 2 be filled. Then we make the next decision in terms of that. So yes, thank you for asking on that. The Bond management staffing, you already see here tonight. It's me, Joel, and Raymond helping. And that's pretty much it. That's the reason why I want to acknowledge to everybody and to ensure that the committee know that every single person in business division now, we carry more than just our regular job. We will do anything we do. As you know the process of hiring takes time and especially will take longer during the covid. Some of our vacancies have been ongoing for 4 or 5 months already and we haven't had our next schedule for the interviews yet. We hope to move forward in that, hopefully. I would hope that I have the Director of Facilities hopefully by the next time we meet we would have the person. Other than that, the bond management staffing is right here in front of all of you. Yes. That is the reality we are dealing with.</p> <p>Leticia: We appreciate very much. I do have a concern, if I could stress the urgency. The Director of Facilities, you said, the position has been posted for 4 or 5 months, Annie?</p> <p>Annie: I hope by the time, I believe Personnel Commission, I want to acknowledge that to all of you that Hacienda La Puente, we are a PC Personnel Commission School District. The Personnel Commission are the ones to recruit, to ensure the candidates are qualified and to have a process in before they get the list and give it to the School District for the interview, right. At this time, I hope we get the Director of Facilities, hopefully, in the next couple of months. That's what I hope for. Hopefully it will be sooner than that. Director of Fiscal Services, hopefully by November. That's what I'm hoping for. And Kim's position, which is the Executive Director, Business Services, and actually that is the person to oversee, under me, but oversees a lot of daily operations for the business division, as well as the bond. Hopefully we will move forward in the future and hopefully after the beginning of 2021.</p> <p>Leticia: If I can go back to the Facilities Director, Annie. I mean all of these positions are important, but I can imagine how difficult it is to moving a bond project without a Director of Facilities. Where are we at in the process with the Personnel Commission? They have a list of individuals who they qualified for interviews? Is it just a matter of setting interview dates? I'm sorry if I'm getting into specifics, but its just really important that we fill this position as soon as possible with qualified candidates, of course.</p>

Annie: Yes. PC will find qualified candidates. They give the list to the District HR. I believe that HR is in the process to set up the interviews. I understand that the interview will have more than one phase. Could have up to 2 phases. The first phase, will involve a lot. It will have a representative from schools, middle school, high school and elementary, department of Instruction, HR division, and the unions. That is phase 1. Phase 1 will interview the list. From there, the committee from phase 1 will make a recommendation to the Phase 2, which will be me and Superintendent. It is my understanding that HR is working on an arrangement to start with the Phase 1 interviews. I don't have, Leticia, exactly the date, as I haven't got any date yet. I don't know if my team know any of the date or aware of any of the date yet. We know, and I agree with you, trust me, I am crying everyday. I'm not crying, crying, but I am asking for that everyday. Hopefully, it will get there. Daily we are struggling. We don't have enough staff on hand to do our work. Each of us working many hours to complete all of the projects. So, Leticia, I believe they are working on that. I don't have that. That is why I cannot speak for that, exactly what date. I am hoping for October for a person. I am pressing that when I have a conversation with Superintendent that I talk about that. With some of our Board members as well. We need that. It's very difficult for the District to move forward with many projects, without a Director of Facilities.

Leticia: You are absolutely correct. You said they had a list of 25 candidates, but they are not going to interview in phase 1. Phase 1 will not include all 25, right Annie?

Annie: I don't believe so. I think it would be the top qualified. Whoever, the first whatever number. Leticia, I am not in HR and I'm not involved with the process. Whenever the phase 1 is completed, I don't believe they will interview all of the candidates. They might go with the top, they might have a ranking or so. They will interview and move forward to me and the Superintendent that will be phase 2. And after that the Board will appoint.

Leticia: I just want to make sure that there is some accountability and there is some ownership in filling in this position. I apologize if I'm getting into these details, but we have a bond project that needs to meet a timeline. Without a Facilities Director, it is very difficult. I'm not discounting the work that Joel is doing or what Raymond is doing and yourselves. It's not fair to ask you all to do this work without a Director of Facilities. I'll probably not take more time on this item, but I do want to know when was the position flown and when did they get the list of candidates? And when is the Phase 1 scheduled for? This is really important. I understand that is probably a lot of work because of Covid and the HR personnel is impacted of that. Nonetheless, we do have a bond program we are holding the District accountable to. I will be asking for that information, okay Annie?

Annie: Sure, no problem. I am very happy that you are asking me so I will make sure I deliver the message to all the parties involved. Yes. Thank you very much. We need more staff on hand. It's a lot of work here. It's more than what you can imagine daily on what we have to deal with.

Leticia: I know Annie. It's a lot of work.

Item No. 8

Identify Points of Discussion for Upcoming Meeting

Reina: Hopefully, by then step 1 and step 2 for the hiring Director is in place and we don't have to go there. But I suggest that something goes from our committee to the Board, to let them know the urgency to hire someone because when someone is double duty, triple duty, like these 3 individuals who is helping us move along through our bond process, in spending and hiring and everything else. It's not fair for them that we don't hear anything for so long. Something has to come from our committee whether its asking them to be present at the next meeting, you know, to give an update. Or hopefully, by then, like she said, we have the next Director. That's my take on that.

Leticia: We can do at the next board meeting, we can ask to be put on the agenda, right Annie?

Annie: On the agenda, for the next board meeting?

Leticia: To give a bond update to the Board. And then we can address the urgency of the staffing and hopefully we'll have answers regarding the spending proceeds on the timeline.

Louis: Is there a long period to wait?

Neal: Sorry, I have to leave guys.

Louis: Is that too long of a period to wait until the next meeting to take care of this problem

Reina: The suggestion that Leticia is saying is to be put on the next agenda is to raise our concerns.

Louis: That's another 3 months from now?

Leticia: The Board meeting, not our quarterly meeting. The next board meeting.

Annie: Leticia, the agenda for September 10th is already closed. It's already ready to be printed and published soon. I think what we are referring it to is the 24th or the upcoming meeting, not the 10th. It's already closed.

Leticia: It's already closed? I can just speak as a guest.

Annie: Yes. You can speak as a guest. Absolutely. I would appreciate that.

Leticia: Yeah, because this is quite urgent. I welcome any of the other CBOC members to also speak up as a guest at the next meeting.

Louis: Let us know what date it is.

Annie: Next Thursday. September 10th. I believe that is the next board meeting.

	<p>Reina: Next week.</p> <p>Annie: Next week.</p> <p>Leticia: Okay. I'll speak and I invite any of the other members to speak. One of the agenda items would be where we are at with the bond management staffing. The other agenda item, we may have to schedule a special meeting on what we find out regarding the spending proceeds and timeline requirements.</p> <p>Reina: Just let us know when.</p>
Item No. 9	<p><u>Next Scheduled Meeting</u></p> <p>12-2-20 6:30 pm Wednesday</p>
Item No. 10	<p><u>Adjourn</u></p> <p>Moved by Louis Perez and seconded by Charlie Klinakis for Adjournment at 8:02 pm</p> <p>5 yes 0 No 0 Abstain</p>