

UNADOPTED MINUTES OF THE REGULAR MEETING
 CITIZENS BOND OVERSIGHT COMMITTEE MEETING
 HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT
 APRIL 12, 2023

The Regular Citizens Bond Oversight Committee Meeting on April 12, 2023, was called to order by Reina Schmitz 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: Charlie Klinakis, Antonio Ruiz, Philip Kraft, Reina Schmitz

Members absent were: Rod Gonzales, Gabriela Navar

Item No. 1	<p><u>AGENDA REVIEW AND RE-ORDER</u></p> <p>Moved by Philip Kraft and seconded by Charlie Klinakis for Review and Re-order.</p> <p>4 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 Philip Kraft and seconded by Charlie Klinakis for Approval of minutes from previous meeting – February 1, 2023</p> <p>4 yes 0 No 0 Abstain</p> <p>Review and Change <u>None</u></p>
Item No. 4	<p><u>BOND EXPENDITURES</u></p> <p>A. Other Fees & Change Orders – Follow up</p> <p>Manoj: Thank you. Thank you, Ms. Schmitz. We will have Earl come up and kind of, he shared the document of the of the expenditures on the Measure BB bond to date as of April 3rd. And if we have questions we can ask the questions. And I want to before I forget, there was a question last time on the legal cost. We are still working on that piece of analysis. We'll bring it on the next CBOC Committee meeting. What is the analysis of the total legal cost on the district? We couldn't get it up ready for this presentation, but we'll get it the next time.</p> <p>Reina: Thank you.</p>

Earl: Hello and good evening. So on the screen in front of us, we have our Measure BB expenditures and committed funds to date. The comparison is as of the report from the last meeting, which was as of January 20th. And this information is up to April 3rd. So we have about 2 1/2 months, which has given us a little bit of an opportunity to process some more transactions and we have prior periods. But we can see that the net difference from January 20th to April 3rd is \$984,663.84 in those categories listed above. So I won't take too long on this, but I will kind of address some of the things that came up last time and maybe give some best tips on how you can review the expenditures and tie them into this report and have them make some sense. As Manoj mentioned, the detailed expenditure report is on the CBOC web page. There is a spreadsheet with five tabs on it with a lot of different data. What I would suggest if you were going to try and compare the data to this overview would be to download the Excel spreadsheet and go to the Measure BB data file. OK, as Lelia is walking it through. A couple of different options. It kind of starts with the warrant date column. You could either sort that from new to old or old to new, or go in and select the dates that are within the range of this time period of January 20th to April 3rd. Probably the easiest just to sort from newest to oldest, which is on the warrant date column.

Philip: Could I ask a question? What is the difference between warrant date and where Lelia is now, the start date?

Earl: So start date is kind of the beginning of whenever project might start or something that we get made aware of in accounting and we're putting it onto the spreadsheet. Now, sometimes projects overlap years that take a long time. The warrant date is the actual date that the payment was made. So, when we bring this expenditure report to you, the expenditures are when cash leaves the District, which happens via check in a district, we call them warrants. So when it comes to linking this to the overview, the warrant date is the one of importance when looking at comparing the information on the two and ending up on the same page warrant date, that's the date of the actual expenditure. So if you sort from new to old, all of the most recent payments, actual checks that we've sent out to vendors for projects, materials, whatever it may be, are going to be at the top.

Philip: So for when we when we're looking at this, if we sorted the warrant dates, the variance on this, is going to be those with warrant dates between January 2023 and April 3rd, 23.

Earl: Well, the day after January 20th, so January 20th was a cutoff date for the last one. So if we sort by the warrant date. New to old. We're looking for everything with a warrant date of January 21st.

Earl: So 2 columns to the right of the warrant date. So first there's the warrant number and then there's the completed amount. So the completed amount is the amount of the warrant. And if you were to highlight all of the completed amounts, for the date ranges of January 21st to April 3rd, the cutoff on there, it would add up to that variance amount.

Reina: So this number comes from?

Manoj: The detail sheet.

Reina: The detail sheet. And it's basically what you just showed us. That's what you did, highlight and then it gives you the grand total.

Earl: Right. So, if you were so inclined, to make sure that the data on the overview was lining up to the detailed expenditure report. That's where you would see quickly that the amounts line up. Then in the columns to the left, it kind of gives in the category column, it has some indication of what category it's going to be on the overview. So if you actually wanted to tie the expenditures from the detail report to the categories in the overview report, that's going to be the first indicator on there of where you might start looking. Now where things can get a little hazy in that sense, and this is kind of what came up last time, are Change orders. So there could be things that show up in a column that has a category that might make you think that it's one, but that could be a change order, which means it's going to drop into the change order category. So in the architect and engineering fees section of the overview, there's \$11,918.24. And if you went into the, if you sort it out specifically the dates, and selected design, then the amount on there I believe is \$250 more than the \$11, 918.24 on the overview. But that's because \$250 of it was change orders for prior projects. So kind of determining what falls into the change order category can be a little tricky I suppose. You would kind of have to actually know the project and go back and see where it was established to know the change order. However, hopefully you know looking at the overall date range of the reports, you can be certain that all the expenditures on the report are in fact in the detailed expenditure list and on an individual basis. You could look and see what any of them are for. Any questions?

Antonio: Do the change orders keep the same warrant number? Is it a new warrant number? Is it a dash?

Earl: So every warrant has a separate warrant number. So any payment we make, it'll be like writing a check from your checkbook. The warrant numbers don't necessarily correspond to the projects or anything like that. They're just the warrant number that shows up on the check from the county office.

Antonio: OK.

Antonio: And then the warrants that show 2024, they're just placeholders?

Earl: Yes. So those are probably in anticipation of things that are coming up, but obviously, you know June's not here yet. So we haven't gotten any crystal ball checks or anything like that.

Antonio: Thank you.

Reina: Last time you also explained that the reason why it's a negative is because things are in the process in the pipeline. And they haven't been clear.

Earl: Not necessarily. So the reason you see negatives is when you closeout purchase orders and there's savings in the purchase order.

Reina: OK.

Earl: So again, because we don't have a lot of volume right now we're typically closing out a purchase order and having savings of, you know, \$10,000 \$15,000, \$20,000 would get absorbed into the overall increase to the purchase order volume in a typical period. Since we don't have that, sometimes you start to see those things come out, as they are over the last few meetings that we've had. So we have that negative amount there because we closed out more purchase orders than the expenditures and encumbrances were to kind of phase us out. It's cost savings on the purchase order, overall, it's a good thing.

Manoj: So, Earl, if I can explain it in kind of a layman's term, we may have \$1000 purchase order for inspection. And the inspector comes in. We spend the 1st \$300. 2nd time the inspector comes in, we spend another \$300. And the 3rd time he comes in, he spends another \$200. So the total is about \$800. Now Joel or the purchasing person says, hey, my inspection is complete. Although we committed \$1000 and we have spent \$800, we closed the purchase order and release the \$200 back.

Earl: Right. I do have a list of specifically what these numbers come from today on this report, but the bulk majority of it was closing out purchase orders for fire alarm and drinking fountain replacement projects for TBP Architecture. And that's because the Bond's not going to pay for those anymore, so the facilities is taking those on. The purchase orders were in the bond commitments. We closed out the commitments to the bond, get moved over to facilities and it saved. \$200,000.

Manoj: Thank you.

Reina: Thank you for the explanation.

Philip: I did have one other question if that's okay, Reina?

Reina: Yes, of course.

Philip: And Manoj, just you know, I'm quite sensitive to attorneys fees being that I've been on that side of it. Those I saw, just in the spreadsheet, the detail that Orbach Huff was paid another \$15,000 over the last three months. I'm skeptical of Orbach Huff personally, so maybe next time you could explain to me why what Orbach Huff is doing for us on the bond. Either maybe next time or if you happen to know what happened over the last three months that generated \$15,000 of billables.

Manoj: I'll give you, I'll provide the explanation next time. But also I'm kind of at this point looking at Joel to kind of, and I'm sure if Joel has it on the top of the head, what was the \$15,000, \$16,000, almost, that we see an increase in the attorney's fees.

Joel: Yes, I believe that this was in regards to an issue that came up, and Manoj, stop me if I start to say something I'm not supposed to. This was in regards to an issue that came up between a contractor and a subcontractor on a project. We were named in a suit only because we were the project owner on that. But that situation has since been worked out. It's nothing that the district did wrong. It was like I said, it was an issue between contractor and subcontractor. Subcontractor was not getting paid. So, but the subcontractor had to name us in the suit, more in in line with public contract code. But again not to say that the district did anything wrong, and that has since been taken care of. And we are per public contract code with the district is allowed to get reimbursed for attorney's fees. Which we are looking about doing, however, we have to initially pay them out so.

Philip: Is there a reason that that is borne by the bond and not by the district generally?

Manoj: Usually if it's bond related projects, it's usually borne by the bond. But again, as we said, as Joel said like it is reimbursable from the owner or the contractor. So at some point, we'll make the payment and then we'll get reimbursement. But usually if it's a bond related project, it's borne by the bond.

Philip: I guess my concern, given that Orbach Huff does other work for the district outside the bond, is overlap and commingling of the billables from the firm to the to the district, I want to make sure that its....

Manoj: Yes, we keep two projects very, very separate. We not only for any attorney's fees, because we have different areas even in within the general fund, that are paid legal fees if it's special education, we have to track it on the special ed. So accounting has a process where they track each bond particular area and track it to the particular expenditure. So we are very sensitive to what's charged to the bond.

Earl: And I'll also add into that. I mean, as far as the areas, I mean there are, there are teams and the person who handles the bond. If she was given an invoice that was for things that were not bond related, she would turn around and give that back to the other department. She would only she only enter things to have to deal with the bond.

Philip: Thank you.

Reina: Any other questions?

Charlie: I would like to just for clarification. So the subcontractor wasn't getting paid. Normally he'd file a stop notice and then that would get resolved.

Manoj: Right.

Charlie: So in this instance he filed a stop notice and then he followed up with a mechanics lien?

Manoj: He filed a lawsuit against the owner of the project, as well as, the contractor. So we had to defend ourselves on that case.

Philip: Yeah, if it's a mechanics lien issue, hopefully the contractor is going to reimburse us.

Manoj: Typically, as you know, I mean public services contractors lien does not apply, but we do take care of it if it's a genuine stop notice and stuff, we do make sure that we involve the contractors.

Philip: Very good.

Reina: Is there a rough estimate of or how much has been spent on that kind of defense?

Manoj: We are working on that analysis. Mr.Kraft requested it the last time. We are still working.

Reina: It will be a part of the analysis?

Manoj: Yes, so it will be part of the analysis and we'll provide the data to you.

Reina: Thank you. Any other questions? OK. Does that conclude the expenditure presentation then?

Earl: Unless there are any more questions?

Reina: We're okay? Alright.

Item No. 5

BOARD BOND PRESENTATIONS

A. Site Improvements (Information Only)

Reina: Thank you for the presentation. The Board Bond presentation, do we have one or somebody to present it with?

Manoj: We do have 2. Usually, the non bond presentation is handled by Joel. We just provide an update to the construction that's going on over the school districts funded from non bond funds. Joel provides that to the CBOC members and then we also provide the bond related projects. It is usually presented by Jessica Morley from Cumming. Today Jessica is not here, but Joel will cover the presentation. Jessica got sick, so, but she did complete the presentation, and we'll handle the presentation. As Joel is coming up with the presentation, a couple of things also I wanted to share good news about things related to bond and related to some of the projects that you see. I'll be remiss if I kind of not mentioned that this morning we were at the city of La Puente for opening of their maintenance yard. If you have been in through the Hacienda Blvd., you see the beautiful projects that's going on city of La Puente with the Big Park and associated fields and stuff. We were there. Mr. Klinakis was there opening the grand Facilities maintenance yard. It's primarily for facilities grounds that they have. They

build up a beautiful facilities, yard and stuff. And as I had mentioned earlier that Mr. Klinakis or the City of La Puente is raising the bar. I took the privilege of kind of getting a brochure from the builder who completed the park and this is a national kind of a builder who is depicting the great projects that's going on by him. And City of La Puente Park is kind of highlighted in one of the picture. So I wanted to share that and we are working with the City of La Puente, also, kind of, and I'll pass it along, this is the example of the City of La Puente. So, I wanted to thank and congratulate Mr. Klinakis and we will definitely come up and try to build something similar so that we work in cohesion. So, that's one of the things I want to mention that we are also, as Joel will present, there are several projects that we are working on throughout the district. You will see some good projects both on the South side of 60 Northside of 60 of the projects that's coming up. That's Joel's going to share. The latest from the bond issue is, as you know, that we have \$148 million worth of bond that was authorized by the Board. We have issued \$70 million. We are planning on issuing another \$78 million worth of bonds in the next fiscal year. As you saw from Earl's expenditure report, out of \$70 million, we are about \$56 million expended and committed. So I am forecasting that we will spend the entire \$70 million that we have issued by about August or September or maybe October of current calendar year. We will issue the \$78 million, the next issuance, what we call Measure BB Series B, sometime in October or November or earlier depending on what time it is. We are working on it. But also I want to assure the stakeholders, the taxpayers of the districts that we are trying to keep the commitment of \$44 per \$100,000 of assessed value, we will not exceed that threshold. That's where our goal is. The second piece of this is the Legislator in Sacramento is also working on placing a general obligation bond in the election for 2024. If that happens, we are in the process of applying for the state matching grant. As I mentioned, \$20 million, we will get, if that issue happens, we will get about \$20 million sometime in the future. So these are the two elements I wanted to share before Joel jumps in. And the last but not the least, is I'm very excited today because we have our Executive Director, Facilities join us. He started this today itself, Mr. Leonard Hernandez. We have been without that position for the last two years, almost. So we got Mr. Leonard Hernandez from Pasadena Unified School District. And if Mr. Hernandez, if you want to share a little bit about your background and what do you bring to the school districts, that will be very excited for the CBOC members.

Leonard: Thank you Manoj. My name is Leonard. Thank you, committee. My name is Leonard Hernandez, Jr. As Manoj said, I came from Pasadena Unified School District. A little bit about me is I grew up in Whittier. I've military retired. After 21 years of the US Army, airborne jumping out of planes. I've spent the last 18 years in the public education sector. I started at the JROTC, teacher instructor. So, I've been in the classroom, been out of the classroom, as well as, an administrator, got tapped on the shoulder to come into the business side. Fell in love with facilities. Knowing what happens inside the classroom, what happens outside the classroom and the need for facilities, how they need a voice as well, and how students need a voice. So like I said, I'm very happy to be part of the team, be a team member and thank you for this opportunity.

Reina: Welcome to the Hacienda La Puente Unified School District. On behalf of the parents and this small group of CBOC, we've been fortunate enough to be here from day one. Some of us newcomers are coming in and to keep on going. And I appreciate having you here to help the rest of the team to bring everything that we can to fruition in regards to the bond, the schools, the serve, the work that is being done, the kids definitely will benefit from all the improvements. Like you say, inside the classroom and outside the classroom, and thank you for the presentation as well.

Leonard: Thank you, Reina. I think a great shout out is for Joel and Mr. Raymond, who's taking on this extra responsibility, and I hope to be a great partner with them along. I understand that they did a phenomenal job during the absence of a Director and leadership. I am a strong proponent of leadership. So, thank you, Mr. Roychowdhury and Mr. Duarte for holding the fort and seeing students needs. So that's phenomenal tasks that they've done, so kudos to them.

Philip: Well, I wanted to take an opportunity to welcome you as well. I have to say as a parent member of the CBOC, a husband of a teacher in the district, I am overjoyed that you are here. Joel is phenomenal. But you know you can only have so many hats. We only we only have one head. Can only wear so many hats. So I'm overjoyed that you are here and really excited to, especially with your military background, the diligence that you're gonna bring to this this position and help us push this bond forward.

Reina: Thank you. Anyone else? Thank you very much. Are we moving on to the next?

Manoj: Yeah, we have moved. I kind of interjected also. So yeah. So Joel, go ahead.

Joel: Thank you very much, Manoj. We'll go through the School Site Improvement report. This is what was presented at the last board meeting. Next slide please. So what you're seeing on the slide in front of you right now and in the subsequent slide is all of the of the larger projects that we've completed within this past fiscal year. So, since July of 2022, these projects that are in front of you have all been shown before. So this is kind of a recap of things that we've already seen. Next slide. And this one in those items that are highlighted in blue are some of the newer projects that we've completed. And as you can see, we've completed some asphalt at Cedarlane in a portion of the school behind the boys and girls locker room. Now, anyone that's been to Cedarlane knows that they are in need of additional work, highly in need of additional work. And the facilities team is working on that as well. It was just this smaller piece that we needed to get done for some safety reasons, but rest assured that we are looking at the entire site, as well as, some other sites that are needed some asphalt and pavement work as well. So, that's the project in front of you. Also, at the district office, there was some fencing that we just completed. Some wrought iron fencing that we completed on the east side of the property. Student Services Center, which is located at Sierra Vista Middle School, we completed some flooring and got that done within the last couple of months and get to get those folks situated. At Wilson High School, there are some

additional flooring done as well. At the Willow Adult School we completed some painting in I believe it's their IRS admin section. at Amar Children's Center, we completed, with one of our longtime partners, some ceiling and lighting replacement over there. And here at the District office, in this room in that we are now sitting in, there was some HVAC fire alarm and some minor repairs made in this building, as well. And not necessarily in this room, but you would see if you went in the offices next door, there's complete new flooring. And if it was summer time and it was hot outside, we'd be sitting in here nice and comfortable in the new air conditioning. And as it stands right now, it's nice and cool outside, so we're not enjoying that piece of it yet, but we are very, very excited, as well as, the staff are very excited to have that HVAC project completed. Next slide. So here are a couple pictures, here's the Cedarlane asphalt work that was completed. Next slide. And this is the District office, the HVAC and electrical fire alarm. And you can see some of the new LVT flooring put in and some of the offices. The before and after shots. Next slide. And the interior painting done at the IRS Willow offices. Next slide. So projects in progress. There are a number of different projects that we have in progress. Workman High School, the next phase, there's stadium is already DSA approved. We expected to be done with the CEQA component, which it has taken quite a while, but we are expecting to be done next month with that, which means that we can bid and award that project very, very soon. So we're very excited that we expect to be underway with the Workman project within the next couple of months. Again, some of those blacktop asphalt and striping projects are up there, as well as, some a number of projects that we are now out to bid for reroofing a number of sites. We've experienced in the last couple of months, obviously incredible amounts of rain and many, many of our sites have leaking old, deteriorated leaking roofs. So, we are in the midst of taking care of some of those. We have a bid out now, as I said, and we will follow that up with another bid to take care of some of the other sites. On the Wedgeworth K-5 School, is moving along. Unfortunately not quite as quickly as we would have liked it to again because of the rain. The rain has kind of put a damper on that project for the last couple of months. The La Puente High School gym and locker room HVAC project is nearly is nearly complete. The HVAC is installed and is working. There's a couple of little minor components that we're just kind of finishing up some of painting, some duct work and doing some air balancing. Just kind of the last finishing touches. But that is just about nearly complete. We are in the middle of actually, I had a meeting with the contractor this afternoon, where demoing the existing HVAC and some of the Willow and Dibble adult school classrooms. So within the next couple months, we will have new HVAC in a number of those different spaces. And the Willow Fire Alarm project is nearly complete as well. That's been ongoing, and it's just about done. However, we can't finish the fire alarm piece until the HVAC is done as well. Some of the fire alarms connect to the HVAC units, so those are sort of running in tandem. Next slide.

Charlie: These projects, they're not being funded with this bond?

Joel: No, that is correct. These all in front of you are non Bond funded projects. Next slide. So the Dibble up there on top is getting fire alarm as well. Cedarlane when this project or when this presentation was given at

the board meeting the Cedarlane project had not been finished. There was, there was some work that was done to the front of that campus right in front of the office, there's a ramp. The ramp leading up to the office, we had a big issue with slope and when it would rain when we get any type of rain, it would puddle up very, very bad and the kids would have to walk through, you know, 3 inches of water to get into the office. That project has now been completed. So we kind of we put in some storm drains. We graded a piece of it, so I'm actually sort of looking forward to the next rain to make sure that works, but that is just about done. Some repairs with the District Office fuel station as well. Next slide. Projects still in DSA. The Los Altos High School gym and locker room has been in DSA for a while. There are a couple of components of other pieces of projects that haven't been completed to DSA standards that we are now fixing so that we can get DSA approval on the HVAC piece. The Kwis elementary baseball fields have been in DSA for a while. We got responses from DSA probably about a month ago. Responses for our original plans. We have since answered those DSA questions. So we are excited that we expect DSA approval on the Kwis baseball fields within the next month or so. And of course, the Center for Performing Arts has been in DSA since December. I anticipate probably another two to three months or so before that comes out of with DSA approval. We are looking to move forward with some other pieces of that project and expect to do so in the next couple of months, pieces of the project that don't require DSA approval. That way we could kind of get moving on some of it and kind of expedite that project. And projects currently in design. We are still working on a number of HVAC projects throughout the district. As well as at this facility, we will be installing a couple of portable buildings on the north side, northwest side of the campus. Those portables will be used for temporary housing as we do additional upgrades to this facility. This building, this facility is in need of some HVAC and some other upgrades and but in order to do those we need to create some temporary homes so we can displace some people. So we're looking to get to work on that. I actually just got the 50% architect plans on that. So hopefully we'll be moving forward that in the next couple months. Next slide.

Charlie: One quick question just my own for my own thoughts. On Kwis Baseball fields, why did it have to go to DSA? Are there buildings apart of that?

Manoj: Primarily for the ADA access. So we need to make sure that the ADA has access and the fire also has access in case of any mishaps.

Charlie: Thank you.

Joel: Additionally, and Manoj is 100% correct. In addition to that, the height of some of the fencing for the backstop fencing, requires DSA to take a look at that as well.

Charlie: Thank you.

Reina: You mean any walls for the neighborhood or whatever.

Manoj: No, this is just the back stuff for the youth baseball field.

Reina: OK. Thanks.

Manoj: So since they have a certain height, it requires DSA.

Reina: Right. Thank you.

Joel: Next slide. And that concludes the facility report. If anyone has any other questions, I'd be happy to take those.

Manoj: So the reason again, I just wanted to stress is we share the non bond facility project with the CBOC. We respect you as community members so that you can share the facility projects that are going on in the school district with the Community.

Philip: I really appreciate it, and please continue to do so.

Manoj: Yes, thank you.

Reina: Appreciate it. So we'll. But I think you're happy about Workman being included, right?

Philip: Happy about it a lot.

B. Presentation from Cumming on Timeline – Sites and Progress

Reina: Thank you. So next on the agenda.

Manoj: Is 5B, so this is the second part of the bond project.

Reina: And this is? Who's gonna present?

Manoj: So Joel will cover this project. As I mentioned, Jessica, usually from Cumming does this presentation, but for today, Joel, tonight Joel will cover it.

Reina: Thank you.

Joel: Thank you, Manoj. So you're still not rid of me, Reina, not quite yet.

Reina: Don't want to.

Joel: So here is the presentation on the bond funded projects. Next slide. So the three sites that we are currently under construction with are Newton Middle School, Grandview and Sparks Middle School. The completed sites as we've talked about before and I think we've toured or most of the CBOC committee has gotten an opportunity to tour those, are Nelson Elementary, Los Altos and Workman Elementaries, along with Mesa Robles and Cedarlane. Next slide. So here is Newton Middle school. The contractor turned over phase one, which was the first few classrooms. We did that a

little while ago, so we are now moving on to the next phase of that site. And you can see in the picture in front of you, the large picture, obviously the touch screen monitor is not yet installed there, but it is on the left hand in the picture on the left hand side. But these look very, very similar to the classrooms that we've been in before in terms of the LVT, the TAP board, the new furniture, the Touch screen monitor, the whiteboards. The one exception, and you don't see it in this picture is, it's has been discussed numerous times, the teachers had an issue early on with the amount of storage. So you don't see it in this picture, but the district has gone ahead and where we need it to remove old and broken down existing built in furniture, we have gone back in and we are now giving the classrooms some new built ins. So we heard the teachers and we are doing our best to listen and move forward with a little bit better plan that works for them. Next slide. So here's kind of the dashboard of the Newton Middle School project,. I know it's a little difficult to see on this slide, but we have our expenditures on the far right, which kind of are somewhat in parallel that information that goes into that table is taken from the fiscal spreadsheet. So the same information that we looked at. I think kind of the key point in looking at this slide is that we are currently on budget and we are moving along and everything, at least fiscally looks to be in place. Yes?

Antonio: Can you help me refresh my memory on what escalation is defined as?

Joel: Escalation is just simply inflation. So it's the cost increase, the cost of services and or equipment goods, the increase because of the economic climate.

Antonio: That's not captured in that in the contracts that you let out for bidding that the costs are fixed?

Joel: That is correct. So when we do bid a project, they are our bids, meaning the bid number from the contractor is the cost of the project. Obviously if things change with regard to change orders that you know the cost may fluctuate, but in terms of, if there are no change orders executed on our project, the bid cost is the cost of the district. So contractors will typically add expected inflation into their bid amount.

Antonio: OK, so this is expected escalation? This is not escalation outside of what...

Joel: This this was something that they did when we were coming up with our expected cost that the district just factored in so that we would not be surprised later on.

Antonio: OK. And on soft costs, can you help me understand what constitutes soft costs?

Joel: Soft costs are typically service costs like architect costs, inspector costs, those type of non contractor related costs. Typically, when you're talking soft costs, the biggest component would be architects fees, construction management fees. So, Cumming, our CM fees and inspector

fees are typically the largest component of those soft costs. DSA fees as well, correct. So we are required to pay DSA a certain fee.

Antonio: Alright. Thank you.

Joel: Sure. Next slide. So here's a few a few shots of the construction moving along at Grandview. Grandview is a little different with respect to, we did get some feedback from some of the staff that Grandview has some interior brickwork that a number of the staff were kind of fond of. So when possible, as we go through these projects, when possible, we're putting the TACK board in there, but we are trying to keep a little bit of that aspect as well, just to kind of maintain the historical and traditional look of the school. It's not always possible. Some of the brickwork is kind of beat up and so forth. And in those cases we are covering it with tack board, but we are kind of trying to somewhat still keep the look of the tradition of the school.

Antonio: OK.

Joel: Next slide. So here's kind of the same snapshot slide that we saw for Newton, except this is for Grandview. Obviously the numbers are different, but we are moving along. We are still within budget and still within our expected costs. Next slide. And there is a shot of Sparks Middle School. The flooring and the tack board are up at Sparks. They did have some interior brick work that was already painted, so we kind of just gave that a new fresh coat of paint, that kind of again, still kind of maintained the same look as before, but it looks 100% if you if you were to have gone in there before, it looks clean and fresh and just trying to make the atmosphere just much more nicer and brighter for not only the students but our staff as well. Next slide. And there's is the fiscal snapshot for Sparks and again within budget. And within our expectations. Next slide. And expected scheduled completions at Grandview, we're hoping to be done in August. Sparks Middle in May and Newton at late December of this year. Those may slide a tiny bit just with some of the rain. It did slow down some of the exterior path of travel ADA work but, not a whole lot. And we are working with the contractors to make up some of that lost time as well.

Reina: So if there is more labor because of the rain or because of, you know, it's been difficult, like you said, that delaying has not increased the cost of labor to the district in regards to that.

Joel: It conceivably it could, but there's a couple of different kind of pieces of that. Typically we have Cummings work with the contractors quite a bit to see if we could, if there's anything that that we could do to recoup some of that time. So we'll look at schedules and see if we could consolidate some of the work to make up for that time. If we cannot, then it is possible, it is conceivable, that there could be some extra cost. Now we have already sort of factored that in. So there is a certain amount of allowance. That we build into the contracts with the contractors to account for these types of increases, if there are any at all.

Reina: The reason I ask this is because I remember when the bidding and all the stuff was happening, one of the things we were told was that if took

longer than expected, then, the cost of the contractor would sit in stone and not increase. Am I correct?

Joel: That is correct. However, I would say in when we write the contracts, we write into those contracts, the duration of the work and if the duration is exceeded at no fault of the contractor because of weather conditions or let's say for instance, the district was slow in moving teachers out, and the contractor, you know, it took us a month longer than we expected to move teachers from one room to the next, and the contractor was delayed because of that. And the contractor bore cost because of the fault of the district, then yes, it could be we would have to pay for that. Now, if the delay was solely on the fault of the contractor or his subcontractors, then in that instance, no, the district would not pay any extra for that.

Reina: Thank you for the explanation. Any questions?

Charlie: One quick question on the soft costs, which includes the DSA?

Manoj: Yes.

Charlie: I would imagine that each school it's pretty typical. Like the soft cost they are the same. Are they kind of bundling them like if you're going to spend X amount of dollars to the DSA for Sparks, an X amount for a Grandview and X amount for Newton? Do you send them in at one time? You know, saying all three projects?

Joel: When we originally submit the plans to DSA, we submit an estimate on the cost of the project. Dependent on what that estimate is, DSA charges us a certain fee. When we close out a project, we submit a document that has the final actual cost. If there's a big delta between what went in originally and the final cost, DSA may ask us again for X amount in in additional fees.

Manoj: So if I can clarify, Mr. Klinakis. DSA is a percentage of the construction cost. That's how they charge us.

Charlie: If they bundled it, the price is the same whether.

Manoj: It's multiple submissions or one submissions.

Reina: So the larger the cost, the larger the cost.

Charlie: Yeah, but regardless, I'm saying if you got 10 projects at a million a piece. Whether you put them at one at a time. Or you put in them all in a bundle, you're paying the same, yeah.

Reina: Thank you.

Philip: So I just wanted to double check as far as budget for all three projects, we're pretty much on budget,

Joel: That is correct

Philip: Possibly under budgets? That is the direction we're moving.

Joel: That's correct.

Philip: One thing I did notice in the breakdown for all three, the commitments breakdown, there's a tab for furniture, but there's nothing in the vertical chart. Is it just simply because what we've committed on furniture is so little, it's not showing up.

Joel: Yes.

Philip: OK. Because I notice on Newton and Grandview you have a 2.0 for furniture, but then Sparks, has no furniture. Actually why is that? Why does Sparks have no furniture listed in the vertical commitments break down, the middle chart? But that appears to be the one that's closest to finish.

Joel: You know, I'll be honest, I don't know. I'll look that up. Obviously we are buying furniture for Sparks. And the cost for furniture, it's about \$20,000 a classroom. And that's kind of how we are buying all the furniture off a piggyback bid and we have been doing so since the start of the bond work. And that \$20,000 is holding true since the start. I will find that out for you. I don't know if it could have just been an error when that document was created. But I'll follow up and get you an answer.

Philip: Yeah, it's clearly budgeted. It's it just don't know if it's committed yet. Thank you.

Reina: Any other questions?

Charlie: And one other, I'm just curious. So they're coming in at budget or little under budget. Is it because you made some other cuts elsewhere?

Manoj: So a couple of things at play here. I think we have captured some lessons from our first five completed projects. So we are kind of fine tuning some of the design where we can reduce the cost and then we have learned that something is not as valuable as could be. So the initial budget when we kind of designed it, we did not eliminate all those smaller elements. So now that we know. We have a finer control on the budget piece. So as we go along, you will see that the next phase, the next Phase B, when we are doing, we are more correct on the budgets and the actuals and the variance would be really small.

Joel: And if you allow me to expand on that a little bit. I think the district also was it in combination and working with Cumming, we were a little bit more strategic and there's some lessons learned. And I say that, so let me give you a for instance on that, in some of the earlier sites, we are not necessarily renovating every classroom in the school and the reason being is they're not all being used. So we're not renovating classrooms that are not being used. We're being prudent. I think prudent in how we're targeting the expenditures of our funds. So in earlier phases, we might have been renovating multiple classrooms in various areas of the campus. Kind of as directed by the Principals and how the sites were being used. As we

	<p>created these projects we again worked with the sites. But we're a little bit more strategic in how we targeted and we clumped the classrooms a little bit more. Much better than we originally did and originally thought. And in clumping classrooms, it eliminated a lot of ADA areas that we would have otherwise had to improve. But because we aren't necessarily touching those areas of the campuses or those classrooms, DSA does not require us to make those ADA improvements. So everything along with what Manoj said, but I think we also kind of got some lessons learned and have gotten a little bit smarter in how we plan these renovations out.</p> <p>Charlie: I know and I can tell you guys have done a pretty good job at managing it. Because I know I've mentioned in the past, including the last pay escalation, which was in July, there'll be another \$10.00 an hour raise over the next three years. So you know that's going to impact these projects for sure. Not counting the material escalation because there's still escalating on the material side. So I think those things you're doing to mitigate some of this is good because your dollars aren't going to go as far.</p> <p>Manoj: That is correct.</p> <p>Reina: Any other questions?</p> <p>Philip: Well, actually I wanted to ask Joel, with Mr. Hernandez coming in, are we going to have the benefit of your experience moving forward? Because certainly seems like we've learned to work smart with you leading this charge.</p> <p>Manoj: So let me answer that question for that's a good concern. Yes, Joel and Mr. Hernandez and also Mr. Raymond James, who is looking after the day-to-day operations maintenance side of the house, will be working with Mr. Hernandez very closely. Joel and Mr. Raymond. For the next at least considerably six months to a year to transition as Mr. Hernandez gets up to knowing the schools and knowing the sites.</p> <p>Reina: Well, we really appreciate the process and the progress and the thinking of how do we transition to bring all the expertise from what you're bringing on and what you're gonna pick up from there. The wonderful work that they have done. We at least I know myself and Mr. Klinakis, we are very grateful that through it all, they helped really good. So thank you.</p> <p>Philip: From the stakeholders perspective, I feel confident that it is in good hands. Now I can say when I came on board the CBOC 2 two years ago, I did not feel that level of confidence. So thank you. Thank you to your entire team.</p>
Item No. 6	<p><u>BIDS FOR REMAINING SCHOOLS</u></p> <p>Reina: Thank you. Bids for remaining schools. Discussion of who's gonna do the presentation?</p> <p>Manoj: So I'll have Joel kind of explain what our plan is. I will kind of broadly open. So we are working with the board. As I mentioned, we shared with</p>

the Board the Phase B of the project which we are bundling all the remaining schools of the project and then we kind of split the high schools. Knowing what some of the issues with DSA would be with high schools, we are trying to execute the modernization project in high schools, just the painting and the flooring. This morning, again, I went to high schools, we saw the painting and the flooring of the high school. Still is from the date it was installed back in 1960s, 1970s. The same flooring. So we are going ahead with replacing the flooring with abatement and also the painting of the high school. We are trying to execute the project, as soon as possible. We are taking an agenda to the board for the next board meeting on the May. And then over the next six months starting around May around to January, February next year will complete all the high school modernization project. And then also we are working on our Phase B of the remaining project. One of the committees that the Board authorized is what we call the reconfiguration committee. You'll hear from the District, from the Board that we have established the reconfiguration committee. We are looking at enrollment projections for the next 10 years. And seeing what are those campuses and we are seeing a decline, it's across the Southern California 3% decline, 2% decline. So we may not need all the campuses that we have currently. So we are looking at that and trying to figure out what is the strategic investment for the Measure BB funds for the stakeholders. So with that being said, we are also starting to bid out the high school projects once we get the Board's approval on the May meeting and thereafter we also bring a plan for the remainder of the Phase B.

Manoj: Joel, you want to share something?

Joel: I think you covered everything. I will kind of add to that and looking as we go forward in this Phase B and look to do the modernizations for the balance of the schools, we are kind of moving forward with the emphasis or the plan of we are trying to attack as many sites as we can do. And get done well. And one of the reasons being is we want to minimize the impact of escalation. So obviously it may not be feasible to do every site all at once, but we are moving forward at least now with the plan of hitting as many school sites as quickly as we can. To again minimize any escalation eating away at our bond funds. But with regard to the actual scope, we plan on having it remain the same in terms of what each classroom is going to look like.

Philip: But then that's for elementary and middle schools. The scope on the high schools is completely revamped. It's what you got to do.

Manoj: That's right. And we think there will be more value or bang for the buck if we focus on some other high school projects on non bond funded.

Reina: So like what you're doing, a Workman pretty much.

Manoj: Yes. Something similar.

Reina: Thank you. Anymore questions? I have a question. You're talking about the reconfiguration for the high schools and it's going to be based on the percentage or the declining of the enrollment?

Manoj: No. So the reconfiguration of all the school sites in the district. So one of the things that we are looking at, there are some school sites which have kind of population of I would say, for example 200 or so students. And there are other school sites which are population of same elementary schools, 500 students. So we are trying to see if there is some value in combining the school sites or moving one school site to another where we can offer more program to the students compared to what we could offer if it's in a small school site. So we'll bring those details that's being handled by my counterpart, Assistant Superintendent of Instructional Services. They're looking at program. Sometimes it's feasible to offer programs at sites which have a minimal threshold of students. It's good to bring in some programs if there is like 400 students, as opposed to bringing two programs on two sites which are 200 students each. So we are looking at that piece.

Charlie: So is the, I think you brought this up in prior meeting, there's a possibility that some of the work that's coming up in the future might be at a school that the Board is looking at, possibly to merge. And if that's the case, you'll probably know that well in advance, so you're not spending money in on that school, correct?

Manoj: That's correct. That's one of the intent of the reconfiguration that we don't spend the bond dollars on school sites, which may not be used five or six years from now.

Charlie: Thank you.

Philip: Is the reconfiguration committee, is that strictly in house in the district or is there stakeholder participation?

Manoj: There will be stakeholder participation at some point of time, but internally we are kind of discussing from a program standpoint by instructional programs which is better to in which site. So once that's done, then we'll bring in the outside stakeholders and kind of discuss. The pros and cons.

Reina: So you said that the Board is already looking at bringing a group like us to discuss those issues.

Manoj: At some point of time. So internally, we have started the discussion, looking at our enrollment projection, looking at our instructional programs that we have is kind of see what reconfiguration works, what does not work. If, for example, there are various programs throughout the districts, dual immersion program. We have to keep that program, even if it's a small school, because that's a kind of a coveted program. So those kind of things are being looked at by instructional services, what's feasible and what's not feasible and then they will bring in and at some point of time, the community members would be involved before we make the final decisions.

Reina: Thank you. Any questions?

Item No. 7

SCHOOL SITE VISITS

Reina: So we're going to the next. School sites visits, am I right?

Manoj: Yes.

Reina: We have here a couple of things that for two schools, right? Newton Middle School only?

Manoj: At this point of time, we are offering two dates for visit to Newton Middle School, which is substantially completed. This is a comprehensive school where we used both interim housing, as well as, the regular for upgrades. So we are offering two options of the dates. The question would be what would be a best option and we can organize those dates for you.

Philip: For the rest of the committee, either date would work for me. I could go. Or do we want to do one of those two dates, is that it?

Manoj: We would like to have like 1 date that we can do but we at this point of time we are just kind of a survey as to what dates you are available as a CBOC member and we can work on both those dates.

Philip: Is there a Brown act maximum number of committee members that could be there at any one time?

Manoj: Not necessarily, because we will be visiting with you. CBOC committee is an interesting committee. Brown Act and stuff like that because really we are not making decisions as such. But you are kind of validating. So we will be able to accommodate all the CBOC members.

Reina: I've been in one where it was just me and Rod. I think it was two of us, right. I'm available and open to all the dates you put here, so it's gonna be based on Charlie and Antonio.

Antonio: I'm available either day.

Reina: OK. So do we put one today, select one day so that they can work on that?

Manoj: Mr. Klinakis, are you available?

Charlie: I know I'm not available the 3rd and I don't even know. I'd make it for the 26th and if I can make it, I'll make it.

Manoj: OK. So looks like 26th of April at this point of time.

Philip: 26 it is.

Manoj: 4:30 PM. So we will send you the invite and the meeting place, and then Lelia will send the invite. And we'll go from there.

Reina: OK. Thank you very much.

	<p>Philip: I have a question for that for that meeting, if possible, could the Principal be there as well? Because I'm very interested in asking the Principal questions about what he thinks.</p> <p>Manoj: We will request Mr. Dan Ma to be there.</p> <p>Reina: Yeah, we usually have them.</p> <p>Philip: Tell him that Phillip Kraft asked that he be there.</p> <p>Manoj: OK. Thank you. We'll pass on the message.</p>
Item No. 8	<p><u>IDENTIFY POINTS OF DISCUSSION FOR UPCOMING MEETING</u></p> <p>Reina: So for the next identify the point of discussion we were talking about maybe having a training or something similar to when we got installed last time and focus on that and maybe utilize that time to just learn about everything about the do's and don'ts. Is that still? Or anything else you guys wanna discuss on the next meeting? We're going to have the same, you know, the progress, the expenditure, all that stuff. But in addition to that especially for the newcomers, and we hope that everyone who is new and hopefully will, have the full board then.</p> <p>Manoj: If I can clarify, are you asking for a presentation on the roles and responsibilities of the CBOC members?</p> <p>Reina: More like the training that we had.</p> <p>Manoj: OK. So in addition to what Ms. Schmitz meant, also there is, we have membership to the CABOC which is a website that's available and there is an annual and I'm kind of turning towards Lelia, there is an annual conference CABOC has, which is an online version which you can download and also kind of watch it. Then the next time. But we'll bring in the presentation for the CBOC, roles and responsibilities and kind of what the overview of CBOC is.</p> <p>Philip: My thought on that is unless Antonio or Rod specifically would wants that training, I don't want to spend money to bring somebody in to train us.</p> <p>Reina: Who did last time? You guys did it right?</p> <p>Philip: Oh, I think they brought in council.</p> <p>Manoj: It's usually done by the Council, but I mean, I can do it also because we have been through, I've been through many of those meetings. I cannot legally, I'm not a lawyer, cannot answer on legal perspective but it can give you an overview of what the roles responsibilities are.</p> <p>Reina: And that's probably where...</p> <p>Philip: I yeah, I just again, unless if Antonio and Rod would specifically want something somebody brought in, I wouldn't object to it. But absent that's I</p>

	<p>don't see spending money bringing somebody in to be a prudent use of funds.</p> <p>Reina: Totally agree.</p> <p>Antonio: If there's a materials on a website that I can review independently, I'll be happy to do that instead.</p> <p>Manoj: OK, we'll send you something.</p>
Item No. 9	<p><u>NEXT SCHEDULED MEETING</u></p> <p>7/12/23</p>
Item No. 10	<p><u>ADJOURN</u></p> <p>Moved by Philip Kraft and seconded by Charlie Klinakis for Adjournment at 7:55 pm.</p> <p>4 yes 0 No 0 Abstain</p>