



Measure J Citizens' Oversight Committee

South San Francisco Unified School District

Meeting Type: Meeting of the Citizens' Oversight Committee (Meeting No. 29)

Meeting Date: Tuesday, November 10, 2015, 6:00 pm

Location: South San Francisco Unified School District Office Board Room
398 B Street
South San Francisco, CA 94080

Notice: Maria Barcelata-Long provided Spanish interpretation services for the CBOC members.

1. Preliminary

1.1 CALL TO ORDER – 6:04 pm

1.2 ROLL CALL

1.2.1 PRESENT: Martin Romero – arrived at 6:14 pm
America Gutierrez – arrived at 6:06 pm
John Sanna (Chair)
Rich Blank (Vice Chair)
Dana Abarca (Clerk)
Paul Formosa
Richard Holt
Julia Lopez – arrived at 6:11 pm

1.2.2 ABSENT: Patricia Turpo-Ames

1.2.3 OTHER: Patrick Lucy – SSFUSD Board Vice President
Michael Krause – SSFUSD (MK)
Salom Samad, SSFUSD (SS)
Donna Fentanes, SSFUSD (DF)
Maria Barcelata-Long
Cindy Alger, Anna Nastari, Sandy Tidwell, Gary Rubino – WMCA
Mina & Bob Richardson

1.2.4 DF performed a roll call. Five (5) out of nine (9) members were present which resulted in a quorum. America Gutierrez, Julia Lopez and Martin Romero arrived at 6:06 p.m., 6:11 p.m. and 6:14 p.m., respectively.

2. Approval of Agenda – JS mentioned email regarding agenda, and agreed that the email item (quarterly report) could go under Section #6. Agenda approved by John Sanna (Chair).

3. Approval of Meeting Minutes Nos. 27 & 28 – Meeting Minutes No. 27 were accepted and approved as corrected. Meeting Minutes No. 28 – minutes were initially approved; however, toward end of meeting MR said he had missed voting on the minutes and would like his initials in Item 4 removed and replaced with “the”. CBOC voted to reopen topic, and approved Meeting Minutes No. 28 so amended by MR.

4. Measure J Update – Asst. Superintendent of Business Services

- 4.1 MK updated the construction projects. A lot of things going on, reviewed bond program phasing. MK mentioned list of unsatisfactory items contractor needed to repair and fix. JS asked if these were outside of punch list, MK were not identified at the time, i.e. rusted sinks year and a half later. District well aware of issues, will have staff & site look to insure items taken care of from Phase 1 and 2.
- 4.2 Still progressing through punch lists at SSFHS & Junipero Serra, still need to close out. Although project not fully complete, a punch list for occupied Buri Buri has been done. Contractor has so much time to complete list. JS asked if any of the work was going to affect BB operations. MK answered work to be performed after hours and weekends. SS said 110 page punch list at BB, 93 pages at SSFHS. Discussion turned to site preparation for upcoming El Nino winter. A Storm Water Pollution Prevention Plan (SWPPP) is in place at all construction sites. Discussed the dewatering change order at BB. JS wondered why that issue hadn't been discovered prior to now. MK to follow up. SS explained the dewatering process. MK unforeseen condition, no contingency money let. PF asked how much work cost, MK up to \$84K. MK said another BB Community Meeting will be held on 11/30, flyers to go out.
- 4.3 JS asked if Martin project still in Measure J scope. MK said still is, CAW did not respond to architect RFQ, architect recommendation to go to Board 12/10. More stakeholders in this selection, know best what site needs. PF asked if there has been a Martin school meeting, MK not yet, will select architect next Monday. MK updated Parkway project: Elevator should be done by 12/14/15, Otis on their own time. When kids return 1/4, all done.
- 4.4 MK said he's collecting info on solar & HVAC expenditure tracking – will talk to AB to breakout on solar & HVAC. On 12/10 Board meeting, will update cost savings from OpTerra. DF to send to CBOC cost savings District has realized. MK Los Cerritos & Sunshine Gardens projects set for next summer, should be done by August 2016, caveat rain delays could delay all projects. JS asked if funds for next summer's projects will be dipped into for current projects, MK funds already set aside. SS will work with contractor to value engineer extra work so we get our money's worth. RB asked if SG has plans. MK/SS said yes. SS said we have DSA approved plans and contract already signed. JS asked if funds from BB original budget available for new play fields. MK play fields not in Measure J scope, will be field of dirt, District responsibility. JS said we have joint use agreements.
- 4.5 MR returned to solar subject, discussion of cost saving and cost benefit analyses. MR would like PG&E sourced information. MK to get info.

5. Review of Measure J Bond Financial Reports

- 5.1 MK we're closing out Ph. 1 & Ph. 2 projects. Holding back retention, SS working on four sites. JS would like to see old reports as well as new one. MK to send out before next meeting. AG upset she never gets complete info, always something missing. JS & MR agree. MK challenged with what happened before he arrived, believe in accountability & transparency, lots of players no longer here. We are doing our best. Going all the way back. Will hold those responsible accountable. Will CBOC informed. MR would like regular updates. MK to work with chair. PL commented more informed than in past, in transition, lot of work in short period of time.

6. Newsletter & Messaging to the Public
 - 6.1 JS sent out quarterly review template for review. Couple of pages. Discussion of newsletter and quarterly report. MK DF & I will work to send to everyone.
7. Attendance Report Review
 - 7.1 JS all is here. JS said will let staff handle PTA.
8. Meeting Schedule
 - 8.1 Next meeting Tuesday, January 12, 2016, time moved to 6:15 pm.
9. Public Comment (10 minutes maximum). Public comments are limited to 3 minutes per person.
 - 9.1 JS departed from protocol to surrender to MR, open discussion. MR discussed the Board Meeting where JS presented the CBOC Annual Report. Wanted to hear list of concerns expressed to Board, but JS nor the Board had a copy of the Annual Report. Not published on website, asked MK what that happened. Lots of community members were present. MK explained that all prior presentations were verbal updates. MK didn't know that. By the next Board meeting, all incl. JS had copies. MR said not an adequate answer; none of the items were discussed. CBOC worked hard on document. PF noted the report was filed, and is on record and on Everything South City & District website. MR agreed it's out there, but should have been interacted with Board. JS your concern is noted.
 - 9.2 Cindy Alger/WMCA report to Committee included whether CBOC has heard back from Board regarding their annual report, whether Phase 1 issues have been resolved, Chevron Year 2 update, myriad of Buri Buri problems (grandsons sick 3X) and status of the ball fields. Community lied to again.
 - 9.3 Mina Richardson – Commented about the BB Community Meeting, 40 people showed up, suffered a headache immediately, wants someone to speak for the elderly in the community, no report regarding our concerns. MK said all sites 100% compliant, code enforcement will tell you no violations. MK need to make info clear, a lot of misinformation out there, refer to website for all reports, permits, etc. Need record set straight.
10. Adjournment – JS asked for adjournment, and the meeting was adjourned at 7:39 p.m.

Please advise the District within 48 hours if there are any errors in the meeting minutes. Provide questions and comments in a written form and address all discrepancies to the Assistant Superintendent of Business Services and South San Francisco Unified School District.