



Measure J Citizens' Oversight Committee

South San Francisco Unified School District

Meeting Type: Meeting of the Citizens' Oversight Committee (Meeting No. 33)

Meeting Date: Tuesday, July 12, 2016, 6:45 pm

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

Notice: Juanita Flores provided Spanish interpretation services for the CBOC members.

1. Preliminary

1.1 CALL TO ORDER – 6:50 pm

1.2 ROLL CALL

1.2.1 PRESENT: Dana Abarca (Clerk)
Martin Romero
John Sanna (Chair)
Paul Formosa
Richard Holt
Julia Lopez (arrived 6:55 pm)

1.2.2 ABSENT: Patricia Turpo-Ames
America Gutierrez
Rich Blank (Vice Chair)

1.2.3 OTHER: Donna Fentanes - SSFUSD (DF)
Juanita Flores
Cindy Alger
Gary Rubino
Bob Richardson
Mina Richardson
Bill Savidge – SSFUSD (BS)

1.2.4 DF performed a roll call. There is a quorum.

2. Approval of Agenda – Agenda approved by John Sanna (Chair). JS moved item 4 to above item 8 in order to add any pertinent information received in tonight's meeting to the Annual Report.

3. Approval of edited Meeting Minutes No. 31 and Meeting Minutes No. 32 – CBOC approved both unanimously.

4. Annual Report Review moved to later in the meeting. See Item No. 8

5. OpTerra Presentation –

5.1 DF said representatives not available for this meeting. MR not pleased, highly inappropriate. JS make sure they're locked in for next meeting.

6. Measure J Update – Bill Savidge – Bond Consultant

- 6.1 BS distributed an additional handout (attached) outlining Measure J updates. BS reviewed handout. District hired CM, Victoria Vargas, BS said it's great to have someone to do the work. PF asked if full time, BS said yes. BS went over some of her background.
- 6.2 BS commented still in close out contract with USS Cal, still have some punch list stuff to do; they are ready to vacate their trailers by end of the week. Mediation is scheduled for August, Project Frog, USS Cal & SSFUSD. JS asked if those were financial issues, BS said both financial and work related issues. JS asked if things were going the way he hoped, BS nothing is resolved, \$13M set aside, doesn't know which way it will go, and mediation is the start of this process.
- 6.3 BS reviewed program budgets. Reviewed first BB project and its scope of work. MR asked who disconnected solar panels; OpTerra should have brought to your attention. BS reconnection part of first BB project. BS will follow up with OpTerra. Continued to review scope of work of the BB Sitework project. BS said office received two bids; one was significantly higher than the other. Will go to board tomorrow night for contract. MR asked later in meeting how come the variance in bid amounts, BS explained why over budgeted: pressures from market, added scope, terrible time to bid, contractors busy, prices reflected in the bids. DA asked why no one noticed fire hydrant in middle of playground before, BS couldn't answer her. MR asked if SSFFD had any say, BS said local fire ok, access ok, DSA has final approval.
- 6.4 BS mentioned BB's second project (Demolition & Grading project) is out to bid. Reviewed scope of work per attached handout. SM sent him an email that there will be a community meeting with neighbors in August. JS asked if they could see drawings next meeting, DF said drawings will be on the website on Thursday. BS continued with the third BB project (MPR, Lib/Expl construction, parking lot, portables for after school care), had meeting today with HVAC, will use Project Frog system, good shape for schedule, work to begin before rains. Regarding project 4, have contract for building signage. BS did mention monument sign in original plans. Mentioned desire to put a canopy over admin front door, MR commented that Admin protected from rain, but not the kids. BS said pre-approved walkway structures expensive. Finally, will clean up site by playground, remove stored materials and containers, and reset temp fencing before school starts. Still have some outstanding DSA issues, part of close out with USS Cal.
- 6.5 BS said plan at Parkway to modernize the ten classroom wing will fit into budget, will start in 2017. Arch awarded contract. All fencing has been removed, entire campus will be painted in 2017, school has vacated 6 of the 12 interim housing portables, getting ready to remove them once power is disconnected.
- 6.6 BS added Master Plan for Martin presented to Board at last meeting. Return with contract for Architect for 8.25M construction budget. JS asked if CBOC will oversee, BS not a bond funded project, but has Measure J elements. JS wondered how you can remove a voter approved school from bond projects, BS you can if funds are not available, BS assumes he'll help manage. Will use Project Frog for one small building.

7. Review of Measure J Financial Reports

- 7.1 BS reviewed budgets in handout, have been updated. Reflects actual costs, looking at ways to reduce budgets. MR asked if any payments have been made

to contractor in last six months, BS has been working with USS Cal every week, they have been paid for clear entitled amounts for approved and completed work. Some invoices that have been submitted have been rejected. Board did not say "fire" or "terminate", but dissolve the contracts. Trying to ensure District's softest landing from that decision. MR requested excel formatted reports, don't know where we stand right now. BS not helped that Bond Accounting Tech left District, no one to assist. JS said we cannot use MK's staff, BS to put together reports. JS & PF would like to have known Amy had left.

8. CBOC Annual 2015-2016 Report to the Board of Trustees

- 8.1 JS mentioned this is usual boilerplate format, open the floor to CBOC for comment. MR commented that last time Board did not follow recommendations, at a loss on how to proceed, this is a real mess, nothing to review. No one told us MK on vacation for this meeting, and OpTerra not being here may be a refusal. MR said this needs to escalate outside of District, some external investigation, not going to say it's ok. MR cont'd nothing was done correctly, who do we send it to: DA, Grand Jury, AH (former supt) wouldn't even answer forensic auditors' questions, something is amiss, uncomfortable to certify. DA did anyone care? JS said all the expenditures are made before we see them. DA repeated that nobody cares. JS our true responsibility is to see that the 162M bond money is spent on bond related projects. Gary Rubino from West Winston Manor Community Association said he has been bringing up the problems. Cindy Alger added for the past five years. JS responded CBOC has no front end oversight, our job to verify money spent on bond, and only from material District shows us. MR concerned that Board of Trustees ignored what we recommended, need to take it further maybe District Attorney, obligation to act independently.
- 8.2 BS recommends holding off approving report until financial information is updated. Look at expenditures, confirm they're bond, add text of your own, can't use template because CBOC has a lot of concerns. JS said suggestion seems proper thing to do. PF added we didn't even review financials at the May 10th meeting, bond funds not maximized, also was disturbed CBOC wasn't notified of Accounting Tech's departure. Agrees to take to some other agency, suspicious, something to investigate, RH & DA agree. PF motion to table item until full financials of the year are disclosed and CBOC own language added. JS added to agendaize also for next meeting. MR wants to discuss with public too. All approve.

9. Newsletter & Messaging to the Public

- 9.1 JS said we're working on it. CA asked how many times have you notified public, JS have been trying to have positive message.

10. Attendance Report Review

- 10.1 JS will contact MK regarding attendance issues.

11. Meeting Schedule

- 11.1 Next meeting is scheduled for Tuesday, September 13, 2016 at 6:15 PM. A tour of Buri Buri and Parkway will be next Thursday, July 21, 2016 at 5:30 PM. Please meet here for Call to Order and Roll Call. JS asked if Victoria Vargas could attend.

12. Public Comment (10 minutes maximum). Public comments are limited to 3 minutes per person.

- 12.1 Cindy Alger (CA) asked about the August 11 neighborhood meeting at Buri Buri. She is concerned site won't be cleaned up in time for school opening. Mentioned her grandson didn't need inhaler once since 5/25, at school was using it 3X a day. CA asked if same DSA inspector was still working for project. Also concerned about site cleanup. BS reviewed scope of work of the first BB project. CA still asked when cleanup would take place, BS mentioned the second project would include an extensive cleanup of debris.
- 12.2 Bob Richardson (BR) brought in box full of debris taken from the Buri site. Pic included. He is concerned this debris is getting into our storm drains, water supply, this has to go to the EPA. BR glad they seeded Mt. Buri, but now the weeds are too high. Also concerned about the relocation of the fire hydrant, where are the kids going to play during that work? BS reassured BR that asbestos & lead testing has been completed, and will be included in the demo & grading project. BS shares his concerns. PF suggested using old foundations to be ground for base rock. BS said there is a recycling requirement in project.

11. Adjournment – JS moved to adjourn. Meeting adjourned at 8:10 PM.

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.