



Summary Report

Measure J Citizens' Oversight Committee **South San Francisco Unified School District**

Meeting Type: Meeting of the Citizens' Oversight Committee (Meeting No. 37)

Meeting Date: Tuesday, January 10, 2017 6:15 PM

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

Notice:

1. Preliminary

1.1 CALL TO ORDER – 6:29 pm

1.2 ROLL CALL

1.2.1 PRESENT: John Sanna (Chairperson)
Richard Holt
Dana Abarca (Clerk)
Martin Romero

1.2.2 ABSENT: Rich Blank (Vice Chairperson)
America Gutierrez
Julia Lopez
Patricia Turpo Ames

1.2.3 OTHER: Michael Krause, SSFUSD (Bus. Assist. Sup.)
Rosie Hitchcock, SSFUSD
Cindy Alger – Winston Manor Comm. Assoc.
Gary Rubino – Winston Manor Comm. Assoc.
Jeanette Holt

1.2.4 R. Hitchcock performed a roll call. Four (4) out of eight (8) members were present which resulted in lack of quorum.

Mr. Sanna stated that since there is no quorum, the committee is unable to perform any action items. Items will be for discussion only.

2. Approval of Agenda – **Deferred to next meeting.**

3. Approval of Meeting Minutes No. 36 – **Deferred to next meeting.**

4. Annual Report Approval - moved to next meeting

5. Presentation of Certificates of Appreciation for time served as C.B.O.C. member by M. Krause presented to: John Sanna, Dana Abarca, and Richard Holt.

- 5.1 MK introduced R. Hitchcock as the new Administrative Assistant for the Bond Department. He mentioned Donna Fentanes was promoted to Bond Account Technician. Senior member left M. Romero.
- 5.2 M. Krause introduced Bill Savidge for an update of Bond projects. B. Savidge briefly mentioned the 2 projects at Buri Buri ES and Parkway Heights MS. The project at BB work completed with playground, re-hooking of solar panels, gates, etc. There are 2 contracts open and waiting for Board to approve continuance of projects at BB. This site looks different now, portables and debris gone; the area is now flat; also ready for solar panels for the Exploratorium. Work is on hold until rain stops to be able to finish work giving lead to next project. B. Savidge mentioned last Thursday (1/5/17) Pre-Bid Walk meeting held at BB site; because of State Funding protocol, we need to hire only pre-qualified contractors. Building package project budget was \$7.2M, building cost is at \$6M.
B. Savidge, giving updates about Parkway Heights MS: as you know, the entire center of the campus was demolished in anticipation to future work. We are reinstalling stairway, landscape and west campus parking. Next package was approved for the modernization of 10 classrooms, bid will be out during the spring, and work will be forthcoming during summer 2017. 6 portables located closer to the parking lot area will move to permanent classrooms. Also, front parking lot work will include a student drop off and pick up area. Lastly, the entire campus will be painted with Project Frog 2 types of blue tone colors.
- 5.3 M. Krause mentioned - district going into a new bookkeeping program, Donna Fentanes (Bond new Account Technician) will be fully trained. The district's Accounting Department will be trained on this new accounting program, and also will be introduced to other Bond Department personnel including R. Hitchcock (new Admin. Assistant) and Victoria Vargas (Bond Construction Manager)
- 5.4 J. Sanna addressed not knowing the Board of Trustees meeting being moved from 1/19/17 to 1/26/17. He requested email information to the remaining CBOC members: M. Romero and J. Lopez.
- 5.5 M. Romero mentioned if CBOC does not enroll more members, at least 5, the district will be in violation of Prop. 39. Query requested for appointment of next group of people for next CBOC meeting.
- 5.6 M. Romero also asked about any rebates received from P G & E? M. Krause responded that the cutoff date for rebates was 10/23/16 and the district has received some checks from Peninsula Clean Energy is the company assigned by P G & E for the rebates. M. Romero requested the cost of panels by the tax payers. M. Krause replied: 129 bonds were sold. There is a public record from an advisor company from Walnut Creek. M. Krause will look further into their report.
- 5.7 J. Sanna expressed his gratitude for the hard work from the CBOC members and how far they have gotten. He mentioned that not all members agree in everything, but they "agree to disagree."

6. Measure J Update

- 6.1 B. Savidge briefly mentioned the 2 projects at Buri Buri ES. The project at BB work completed with playground, re-hooking of solar panels, gates, etc. There are 2 contracts open and waiting for Board to approve continuance of projects at BB. This site looks different now, portables and debris gone; the area is now flat; also ready for solar panels for the Exploratorium. Work is on hold until rain stops

to be able to finish work giving lead to next project. B. Savidge mentioned last Thursday (1/5/17) Pre-Bid Walk meeting held at BB site; because of State Funding protocol, we need to hire only pre-qualified contractors. Building package project budget was \$7.2M, building cost is at \$6M.

6.2 B. Savidge, giving updates about Parkway Heights MS: as you know, the entire center of the campus was demolished in anticipation to future work. We are reinstalling stairway, landscape and west campus parking. Next package was approved for the modernization of 10 classrooms, bid will be out during the spring, and work will be forthcoming during summer 2017. 6 portables located closer to the parking lot area will move to permanent classrooms. Also, front parking lot work will include a student drop off and pick up area. Lastly, the entire campus will be painted with Project Frog 2 types of blue tone colors.

6.3 B. Savidge added - the not funded yet - Martin ES project. Architects already submitted drawings which include the replacement of 4 portables and 2 main buildings with accessible fire hydrant, new sanitary system and drains, including pathway accessibility in compliance with the ADA. This project is planned for summer 2018. The budget for this project is approximately \$10M.

7. Review of updated Measure J budgets & financials

7.1 Moved to next meeting.

8. Newsletter & Messaging to the Public

8.1 Notices about open positions in the CBOC were placed on the San Mateo County Times, the Examiner Daily Journal, and the South San Francisco Patch.

9. Attendance Report Review

9.1 This item was not discussed at this meeting due to only 4 CBOC members present. At least 5 members needed to approve or review.

10. Meeting Schedule

10.1 The next meeting a possible day Tuesday, January 24, 2017 at 6:15 PM.

11. Public Comment

11.1 C. Alger requested to see a final Financial Report and a further investigation by the SSFUSD.

11. Adjournment

Mr. Sanna concluded the meeting at 7 pm. There was no adjournment due to a lack of quorum.

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.