

WCCUSD



CITIZENS' BOND OVERSIGHT COMMITTEE MEETING PACKET FOR MAY 17, 2021

2010 MEASURE D AND 2012 MEASURE E

1400 MARINA WAY SOUTH RICHMOND, CA 94804

NORMS OF BEHAVIOR

Every team has two components that team members must keep in mind if the team is going to succeed.

- The team must pay attention to the Committee's purpose.
- The team must also carefully shape and monitor the team process it uses to accomplish its purpose.

Team process includes:

- How team members interact with and communicate with each other
- How team members will be responsible and accountable for accomplishing the CBOC's purpose

These team norms or ground rules are established with all members of the team participating equally:

- Recognize cross-disciplinary interaction requires patience and openness to diverse perspectives
- All views are important
- Participation needs to be equitable and balanced
- Expect, respect, and accept disagreements
- Reducing defensiveness is the responsibility of all
- Be tough on issues not on each other
- Place cell phones on silent
- Read agenda packet before the meeting

CBOC Chair Don Gosney can be reached at:

Home Office: (510) 233-2060 Mobile: (510) 685-2403

email dongosney@comcast.net

**CBOC members are requested to call or email if they are unable to
attend a CBOC meeting**

WCCUSD

CITIZEN'S BOND OVERSIGHT COMMITTEE

BASIC PARLIAMENTARY PROCEDURES

THE CBOC CONDUCTS THEIR AFFAIRS USING ROBERTS RULES OF ORDER

All discussions and actions go through the Chair.

All actions require a MOTION and a SECOND before proceeding.

- Once a MOTION has been seconded, it then belongs to the body.
- There is no such thing as a friendly (or unfriendly) amendment. Amendments are made and seconded, discussed and then the amendment is voted on for acceptance or rejection.
- If an amendment is passed, then the AMENDED MOTION is voted on.

Motions and amendments need to be clear and concise in what is being discussed and voted on. The CBOC does not vote on general ideas—they vote on specific language. Words matter.

A MOTION TO END DEBATE must be seconded and requires a 2/3 majority for passage.

- A MOTION TO TABLE is used to postpone the vote on an issue until a later date.
- A MOTION TO TABLE **cannot** be used as a means to kill a motion—only postpone it.
- When a MOTION TO TABLE is made, it must also be stated when the item is to be removed from the table for a vote.

Motions require a simple majority (50%+1 of those voting) for passage.

An ABSTENTION does not count as a 'YES' or a 'NO' vote. An ABSTENTION is used to validate that a quorum exists.

A quorum (50%+1 of the total number of CBOC members) must be present to vote on any issue.

A MOTION TO ADJOURN is always in order.



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
Guadalupe Enllana Don Gosney John Anderson
Vice Chairperson Chairperson Secretary

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT CBOC

2010 Measure D and 2012 Measure E

AGENDA

Monday May 17, 2021 at 2:00 PM

Viewing and Participating in the CBOC Meetings

As authorized by the Governor's Emergency Executive Order issued on March 17, 2020, the West Contra Costa Unified School District Citizens' Bond Oversight Committee will conduct meetings via video conference/teleconference until further notice. The meeting will be streamed via Zoom using the following link:

By computer, please click the link below to join the webinar:

<https://wccusd.zoom.us/j/94978999187?pwd=dGxPVnNZT2RMaThaYWJYVlkwRnR2QT09>

Or by Telephone:

US: 1+(669) 900 6833

Webinar ID: 949 7899 9187

Passcode: 657852

Participating in CBOC Meetings:

The WCCUSD CBOC welcomes participation from concerned citizens.

Participants must provide their first and last name and either an email address or phone number.

Note: Links in this document are PDFs on Google Drive. Clicking on the links should open the PDFs in a web browser on your computer. The full agenda packet may be viewed on the CBOC website or by clicking this link:

[05.17.21 CBOC Agenda Packet](#)

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

A) OPENING PROCEDURES

B) CALL TO ORDER/PLEDGE OF ALLEGIANCE

C) ROLL CALL

John Anderson, Joseph Camacho, Maisha Cole, Sallie DeWitt,
Guadalupe Enllana, Don Gosney & Lorraine Humes
[7 members ~ 4 required for a quorum]

D) APPROVAL OF AGENDA

To discuss a Consent Calendar item, it must be removed from the agenda.

E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Items already on the agenda may not be spoken on in this section.
Speakers must fill out a Speaker Form with the appropriate agenda item listed. Speakers will be allowed three minutes

D I S T R I C T R E P O R T S

F) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS

(Luis Freese/Melissa Payne/Ellen Meija Hooper)

Presentation on progress of current Bond Projects including newsletters and financial reports

D I S C U S S I O N O N L Y

[2016 Facilities Master Plan Annual Update](#)

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[Lake DBE Process Update](#)

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[Consolidated Budget Report 04.30.21](#)

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[Consolidated Budget Report-2016 Master Plan 04.30.21](#)

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CITIZENS' BOND OVERSIGHT COMMITTEE

Report #2 Bond Program Spending to Date 04.30.21

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Report #13 Bond Program Financial Status 04.30.21

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Report #13A Variance Report 04.30.21

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'20-'21 Accounts Payable Check List 04.30.21

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Program Management Plan (PMP)

The PMP is more than 300 pages.

**Rather than inserting it into this packet, please use
this link to access the plan:**

<https://www.wccusd.net/Page/13520>

C B O C R E P O R T S

C O N S E N T I T E M S

D I S C U S S I O N O N L Y

Unless pulled from the consent calendar by a member of the CBOC, staff or the public, consent items are approved without discussion

G) ADOPTION OF MINUTES

(John Anderson)

02.08.21 CBOC Draft Minutes

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(John Anderson)

03.08.21 CBOC Draft minutes

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(John Anderson)

04.12.21 CBOC Draft minutes

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CITIZENS' BOND OVERSIGHT COMMITTEE

(Don Gosney)

[04.01.21 Draft Minutes of WCCUSD Joint Meeting BOE/CBOC](#)

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H) CBOC MEMBER INFORMATION REQUEST LOG

(Don Gosney)

[05.17.21 CBOC Member Information Requests Status Log](#)

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I) APPROVED RECOMMENDATIONS LOG

(Don Gosney)

[05.17.21 CBOC Approved Recommendations](#)

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C O M M I T T E E R E P O R T S

J) MEMBERSHIP

(Don Gosney)

F O R I N F O R M A T I O N O N L Y

[05.17.21 CBOC Attendance Review](#)

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K) MEMBERSHIP ROSTER

(Don Gosney)

F O R I N F O R M A T I O N O N L Y

[05.17.21 CBOC Roster](#)

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L) NEW MEMBER APPLICATIONS

(Don Gosney)

CBOC applications transferring representation, new member
applications and renewal applications

F O R I N F O R M A T I O N O N L Y

[05.05.21 Don Gosney CBOC Application \(Redacted\)](#)

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CITIZENS' BOND OVERSIGHT COMMITTEE

M) CBOC MEMBERSHIP

Discuss the approved letter to the WCCUSD Facilities Committee asking for an explanation for the Committee's lack of action with regards to numerous long standing applications to join the CBOC

(Don Gosney)

D I S C U S S I O N O N L Y

05.13.21 CBOC Letter to Facilities Committee

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05.13.21 Response to CBOC Letter to Facilities Committee

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N) CHAIRPERSON REPORTS

(Don Gosney)

Reports on issues relevant to the operation of the CBOC, future issues and reports to the Board of Education and Facilities Committee

D I S C U S S I O N O N L Y

05.05.21 CBOC Chair Report

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05.14.21 CBOC Chair Report

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CBOCs ~ Frequently Asked Questions

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O) 2020 ANNUAL REPORT

(Lorraine Humes)

Receive a report on the status of the 2020 Annual Report.

D I S C U S S I O N O N L Y

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

P) ELECTION OF CBOC CHAIR

(Don Gosney and Staff)

Due to the current CBOC Chair's seat on the CBOC expiring on May 23rd, an election for a new Chair to fill the term through the end of 2021 is warranted.

A C T I O N I T E M

Q) THE CBOC ~ WHERE ARE WE GOING AND HOW DO WE GET THERE?

(Don Gosney)

Have an open discussion on how the CBOC can exist and conduct the oversight of the Bond Program

D I S C U S S I O N O N L Y

R) CALENDAR

F O R I N F O R M A T I O N O N L Y

[**2021 CBOC Meetings Calendar**](#)

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S) FUTURE AGENDA TOPICS

(Don Gosney)

Suggest and discuss issues that the CBOC and members of the public want to see brought up at future meetings of the CBOC.

D I S C U S S I O N O N L Y

[**05.17.21~Future Agenda Items Log \(short list\)**](#)

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T) ADJOURNMENT

NEXT SCHEDULED CBOC MEETING:

June 14th, 2021

Disability Information

Upon written request to the District, disability related modifications or accommodations—including auxiliary aids or services—will be provided. Contact the Superintendent's Office at (510) 231-1101 at least 48 hours in advance of the meeting.



WCCUSD Annual Update 2016 Facilities Master Plan Implementation Measure D 2010/E 2012

May 2021

Facilities Master Plan Parameters –

At the start of the 2016 Master Plan Process

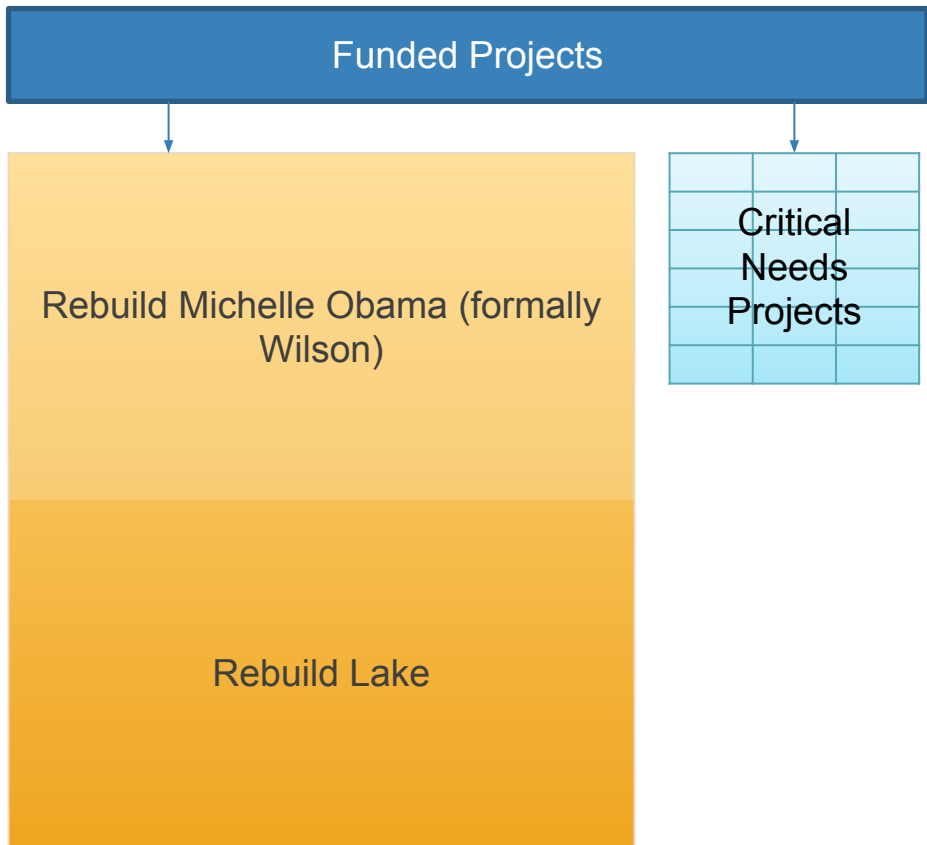
- Define the use of the remaining Bond funds (Measure D & E)
- Create a long term plan and priority school sites

21 Priority Schools Sites

The District identified high need priority site as those sites that had received little to no facilities funding since they were originally built or had a planned facilities project that was placed on hold until the completion of the Facilities Master Plan.

- | | |
|-----------------------|------------------------------------|
| ▫ Alvarado Adult | ▫ Lake Elementary |
| ▫ Cameron | ▫ Ohlone Elementary |
| ▫ Chavez Elementary | ▫ Olinda Elementary |
| ▫ Collins Elementary | ▫ Richmond High |
| ▫ Crespi Middle | ▫ Riverside Elementary |
| ▫ Fairmont Elementary | ▫ Serra Adult |
| ▫ Grant Elementary | ▫ Shannon Elementary |
| ▫ Hercules Middle | ▫ Stege Elementary |
| ▫ Hercules High | ▫ Valley View Elementary |
| ▫ Highland Elementary | ▫ Wilson Elementary |
| ▫ Kennedy High | (renamed to Michelle Obama School) |

Defined Projects



Approach to School Improvements

WCCUSD has approached school improvements in a variety of ways. The scope of the improvements has ranged from improving small items at a number of schools, to modernization and partial replacement, and in many cases, full school replacement.

Final implementation plan included many small scale Critical Needs Projects and two Full Replacement Projects

2016 Facilities Master Plan Funding Strategies

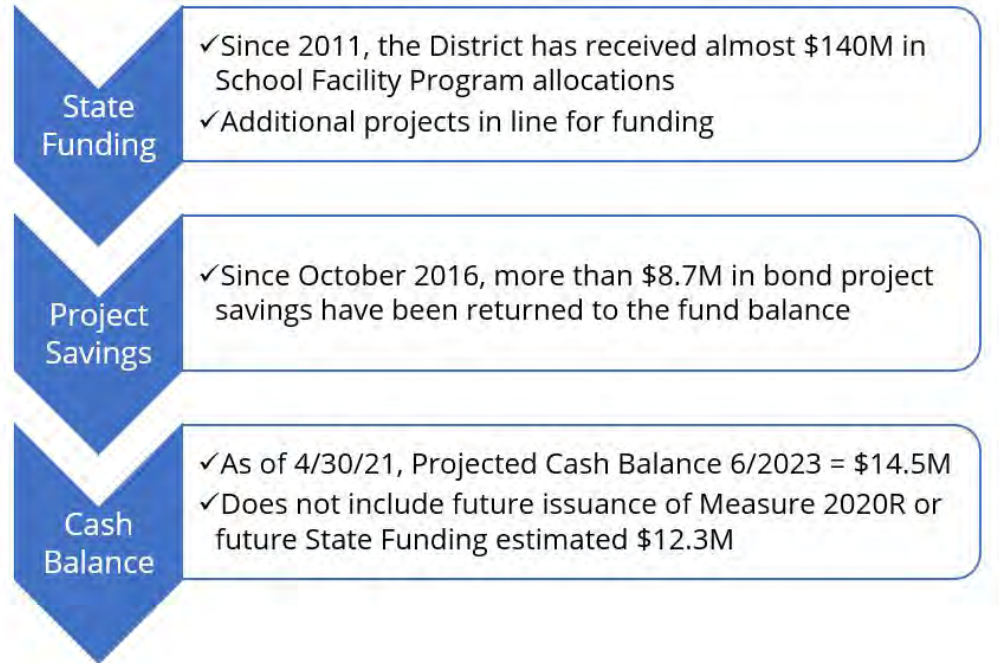
In 2016, the District estimated \$164.7M bond dollars were available. There was a gap between the amount of money needed to complete the projects, so the FMP outlines various funding strategies to cover the gap:

1. State Funding
2. Project Savings
3. Additional Savings from the Revised Facilities Standards



Facilities Standards

<https://www.wccusd.net/Page/15554>



2016 Facilities Master Plan Project Status

Board Approved 2016 Facilities Master Plan Implementation Project Status

School	Project Type	R.O.M. Cost (In Millions)	Total BOE Adjustments	Revised BOE Approved 4/14/21	Status
Ed Specs & School Size		0.2		0.2	Completed
Including All Sites in Master Plan		TBD			
Cameron School	Critical Needs	1.3		1.30	Design/Planning
Chavez ES	Critical Needs	0.6	-0.53	0.07	Completed
Collins ES	Critical Needs	3.5		3.50	Design/Planning
Crespi MS	Critical Needs	3.1	2.07	5.17	Completed
Fairmont ES	Critical Needs	3		3.00	Closing Process
Grant ES	Critical Needs	0.9	-0.69	0.211	Completed
Harmon Knolls	Critical Needs	0.2	0.21	0.407	Completed
Harmon Knolls	Soils Testing	0.1	-0.06	0.041	Completed
Hercules M/H	Critical Needs	14.7		14.70	Design/Planning
Highland ES	Critical Needs	0.8		0.80	Design/Planning
Kennedy HS	Critical Needs	12.2		12.20	Design/Planning
Lake ES	RS Replacement	66.1	-0.50	65.60	Design/Planning
Lake ES	Critical Needs		0.15	0.148	Completed
Ohlone ES	Critical Needs	0.8	-0.18	0.624	Completed
Obama ES	RS Replacement	40.3		40.30	Closing Process
Olinda ES	Critical Needs	1.0	-0.21	0.793	Completed
Richmond HS	Critical Needs	15.1	5.9	21.00	Closing Process
Riverside ES	Critical Needs	6.90		6.90	Design/Planning
Shannon ES	Critical Needs	7.1		7.10	Design/Planning
Stege ES	Critical Needs	2.9		2.90	Design/Planning
Valley View ES	Critical Needs	1	0.09	1.091	Completed
Total		181.8	6.258	188.058	

Projects in Construction or Closeout

- Michelle Obama Replacement Campus
- Richmond HS Critical Needs Project

Projects in Planning or Design

- Lake Replacement Campus
- Riverside ES Critical Needs Project
- Hercules MS/HS Critical Needs Project
- Shannon ES Critical Needs Project
- Collins ES Critical Needs Project
- Cameron Critical Needs Project
- Kennedy HS Critical Needs Project
- Stege ES Critical Needs Project

Michelle Obama Rebuild



Project Page &
Ribbon Cutting

<https://www.wccusd.net/Page/15314>

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Richmond High School Critical Needs



Project Page

<https://www.wccusd.net/Page/15309>

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Design Build Projects: Lake ES & Riverside ES

Lake Elementary



FMP Scope of Work & Current Work

Lake Elementary – Campus Replacement

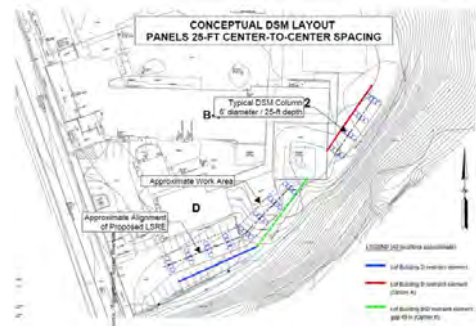
- Bridging documents are complete
- Design Build Entity is being selected

Budget: \$65.6M

Next Steps

1. BOE Approval Design Build Entity contract
2. Design Build Entity's execution of design and construction
–**Construction timeline will be dependent on phasing**

Riverside Elementary



Riverside Elementary – Critical Needs Project

- Soil stabilization scope which will create stable soil and mitigate the need to relocate buildings
- Design documents for soil stabilization are being reviewed by the Division of the State Architect

Budget \$6.9M

1. Approval of permits – summer construction dependent on agency approval
2. Playground realignment project to reestablish outdoor learning / play space post completion of soil stabilization project

Legacy Project

Pinole High School



Scope of Work

Pinole Rebuild

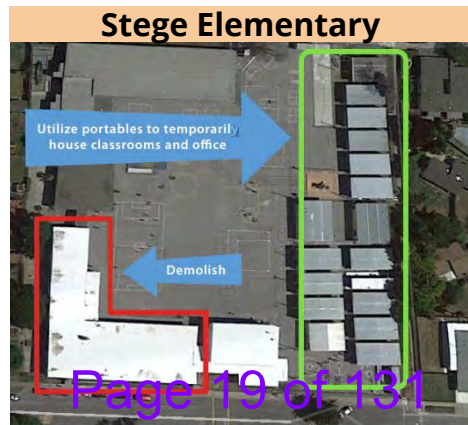
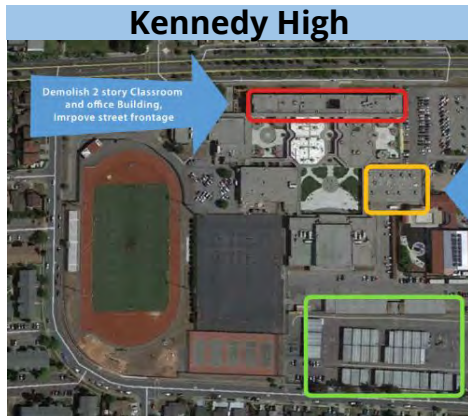
- Final phase is to build the baseball/softball complex, build a field house, resurface the stadium field/track, and replace stadium bleachers

Budget: \$19.1M

Next Steps

1. Complete the bid and award process - Bids due June 10th
2. Construct

Next Phase of 2016 Master Plan Projects



FMP Scope of Work	Next Steps
Kennedy High – Critical Needs Project Master plan scope includes demolishing the front building, reorienting the campus and using the portables on site as a temporary campus until a larger rebuild could occur Budget: \$12.2M	- Charter program in portables to be relocated upon the completion of the North Campus Project - anticipated fall of 22 - Confirm program requirements and define scope
Stege Elementary – Critical Needs Project - Master plan scope included moving school functions to existing portables and demolish Building 1 - Creating a new drop off and portable office location - Interior improvements to the existing building Budget: \$2.9M	Final scope is dependent on the outcome of the prioritization of Measure R projects

Next Phase of 2016 Master Plan Projects

Hercules Middle & High



Shannon Elementary



FMP Scope of Work

Hercules Middle & High – Critical Needs Project

- Replace portables and build modern science building shared by Hercules Middle and High School

Hercules Middle School & High School Budget: \$14.7M

Shannon Elementary – Critical Needs Project

- Replace multipurpose room in a new location.

Budget: \$7.1M

Next Steps

1. Complete Schematic Design and evaluate budget
2. Complete design phases, agency approval and construction

Next Phase of 2016 Master Plan Projects

Collins Elementary



Collins Elementary – Critical Needs Project

- Install new heating, ventilation, and air conditioning to replace boiler system
- Remove or repair stage in Multipurpose Room

Budget: \$3.5M

Next Steps

1. Complete Schematic Design and evaluate budget
2. Complete design phases, agency approval and construction

Cameron



Cameron – Critical Needs Project

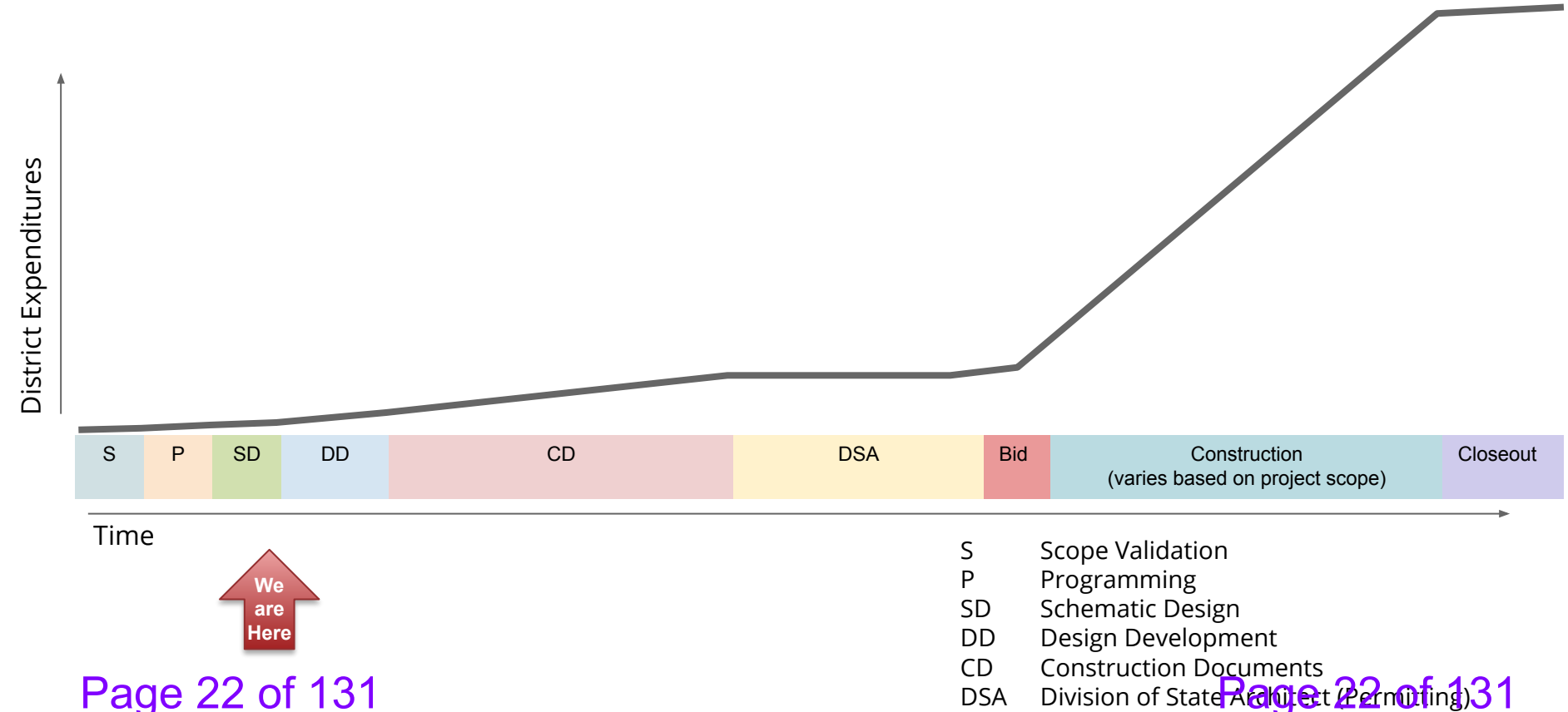
- Critical Needs: ~\$1M for various critical needs
- Top Priority established as the replacement of the boiler system with new heating, ventilation, and air conditioning

Budget: \$1.3M

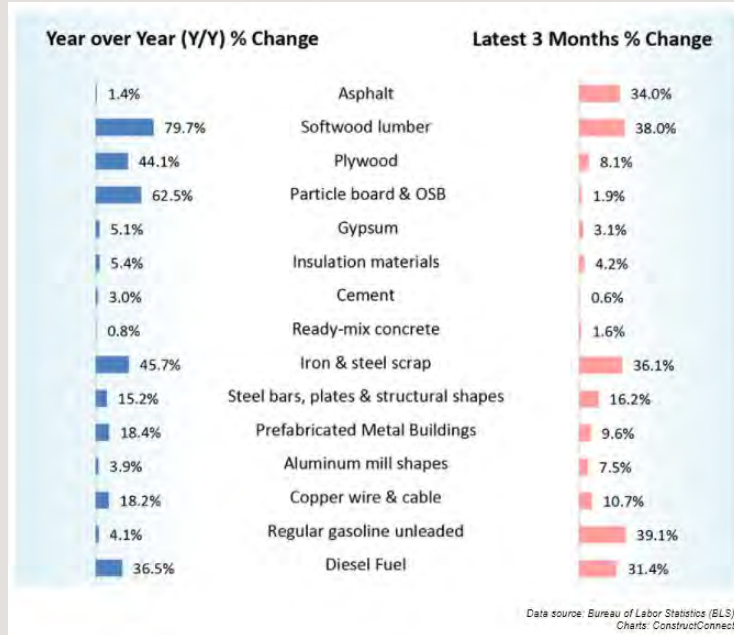
1. Complete Schematic Design and evaluate budget
2. Complete design phases, agency approval and construction

Project Approach

Architectural / Construction Process



U.S. Construction Material Cost Changes From Producer Price Index (PPI) Series – February 2021



Source:
Journal of Commerce, U.S. Construction
Material Cost Shock Escalates, Alex Carrick,
March 18, 2021

Escalation and Construction Costs

The 2016 Facilities Master Plan (“FMP”) assumes escalation at 5% applied to the midpoint of construction, compounded yearly (pg 107).

COVID and other factors have lead to material short falls and disruption in supply chain have significantly increased construction cost and risk

Project Options

We are early in the Cameron, Collins, Shannon and Hercules projects however the initial cost estimate are indicating that we cannot build these projects with the current budgets

	Collins / Cameron	Shannon	Hercules
Keeping the program intent and adjusting the budget (Staff Recommendation)	Provide HVAC system which requires electrical and ADA upgrades	● Maintain the stage, dining, kitchen, and serving areas ● Continue to look for additional cost savings as the design develops	● Maintain building 10 labs with supporting spaces and reducing the number of portables on site ● Continue to look for additional cost savings as the design develops
Adjusting Facilities Master Plan intent (Alternative 1) Page 24 of 131	● Providing HVAC in limited locations ● Cancel the project	● Reduce square footage by eliminating major spaces such as stage or kitchen ● Cancel the project	Reduce the number of new labs and use existing spaces to support the program Page 24 of 131

Projected Bond Cash Balance

Cash Projection to June-2023

Adjusted Cash Balance 163,403,630

Projected Revenues

Interest Earning & Other Revenue \$ 2,005,000 \$ 2,005,000

Projected Available Funds \$ 165,408,630

Budget Balance

Board Approved Budget \$ 1,765,061,243

Less Expenses to Date \$ (1,614,188,372)

Current budget balance \$ 150,872,871

Projected Cash Balance June 2023 \$ 14,535,759

Cash Projection to June 2023, does not include:

- Future issuance of Measure R 2020
- State Facility Grants pending state approval and apportionment

Bond Financial Reports, as of April 30, 2021

[Bond Program Spending to Date by Site](#)

[Bond Program Financial Status Report 13](#)

[Financial Impact of Report 13 Variance Report](#)

[Bond Program Accounts Payable Checklist](#)

[Consolidated Budget Status Report - Program Wide](#)

[Consolidated Budget Status Report - 2016 Facilities Master Plan Projects](#)

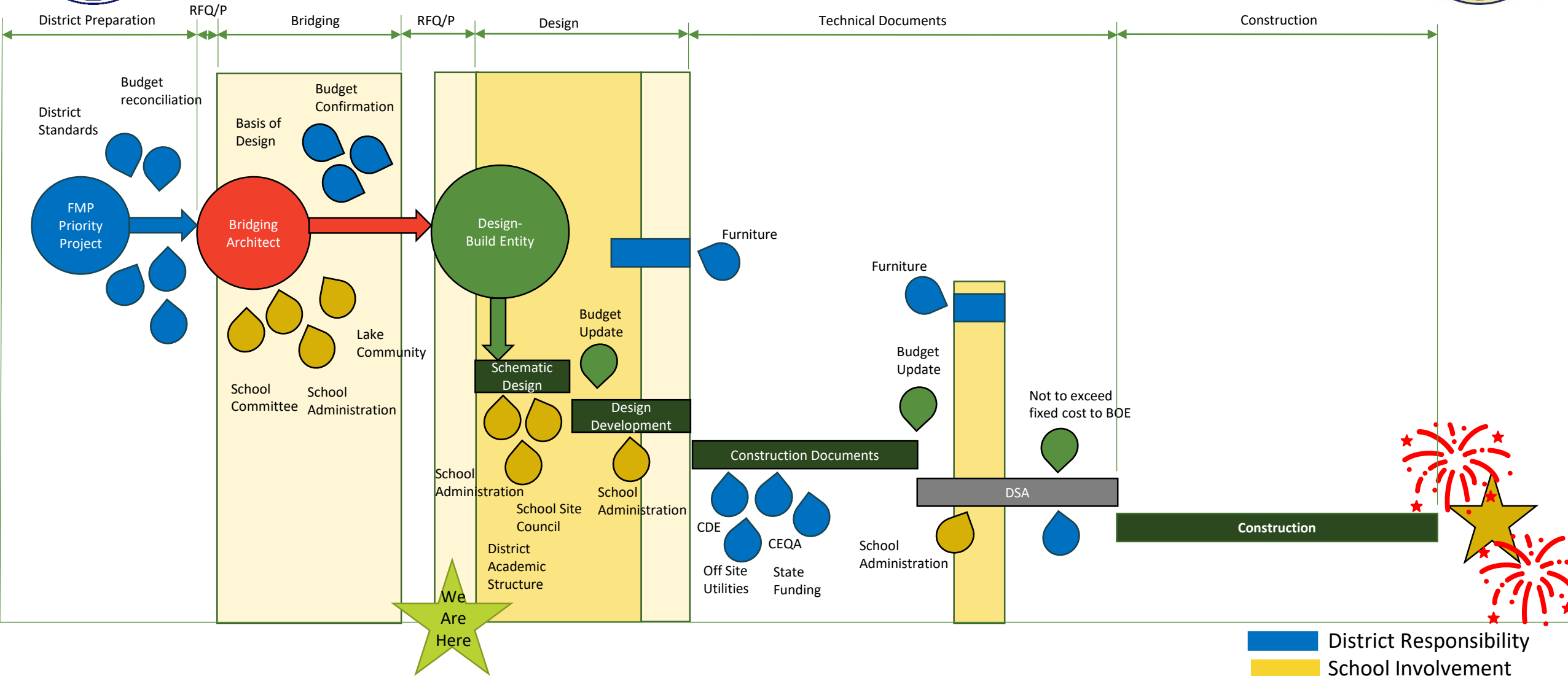
Next Steps

Staff Recommendation

1. Continue with design of the projects to meet the project intent
2. Continue to look for cost saving measures as the designs progress
3. Return to the Board for budget adjustment when utility and other site costs can be more accurately estimated.



Design and Construction Process Update





Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Fund 21 and Fund 35

Data as of 4/30/2021

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Bayview Elementary School						
Legacy Project	19,850,802	19,850,802	100.0%	-	19,850,802	100.0%
	19,850,802	19,850,802	100.0%	-	19,850,802	100.0%
1 Cameron						
* Critical Needs	1,300,000	82,400	6.3%	1,217,600	819	0.1%
Legacy Project	122,195	122,195	100.0%	-	122,195	100.0%
	1,422,195	204,595	14.4%	1,217,600	123,014	8.6%
1 Castro Elementary School						
Legacy Project	620,944	620,944	100.0%	-	620,944	100.0%
	620,944	620,944	100.0%	-	620,944	100.0%
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
Legacy Project	985,387	985,387	100.0%	-	985,387	100.0%
	1,058,234	1,058,234	100.0%	-	1,058,234	100.0%
1 Collins Elementary School						
* Critical Needs	3,500,000	221,000	6.3%	3,279,000	2,205	0.1%
Legacy Project	1,638,871	1,638,871	100.0%	-	1,638,871	100.0%
	5,138,871	1,859,871	36.2%	3,279,000	1,641,076	31.9%
1 Coronado Elementary School						
Legacy Project	43,022,627	43,022,627	100.0%	-	43,022,627	100.0%
	43,022,627	43,022,627	100.0%	-	43,022,627	100.0%
1 Dover Elementary School						
Legacy Project	35,095,267	35,095,267	100.0%	-	35,095,267	100.0%
	35,095,267	35,095,267	100.0%	-	35,095,267	100.0%
1 Downer Elementary School						
Legacy Project	33,415,902	33,415,902	100.0%	-	33,415,902	100.0%
	33,415,902	33,415,902	100.0%	-	33,415,902	100.0%
1 El Sobrante Elementary School						
Legacy Project	536,231	536,231	100.0%	-	536,231	100.0%
	536,231	536,231	100.0%	-	536,231	100.0%
1 Ellerhorst Elementary School						
Legacy Project	13,931,806	13,931,806	100.0%	-	13,931,806	100.0%
	13,931,806	13,931,806	100.0%	-	13,931,806	100.0%
1 Fairmont Elementary School						
* Critical Needs	3,000,000	2,675,334	89.2%	324,666	2,673,106	89.1%
Legacy Project	3,864,259	3,864,259	100.0%	-	3,864,259	100.0%
	6,864,259	6,539,592	95.3%	324,666	6,537,364	95.2%
1 Ford Elementary School						
Legacy Project	30,817,526	30,817,526	100.0%	-	30,817,526	100.0%
	30,817,526	30,817,526	100.0%	-	30,817,526	100.0%
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
Legacy Project	1,944,098	1,944,098	100.0%	-	1,944,098	100.0%
	2,155,565	2,155,565	100.0%	-	2,155,565	100.0%
1 Hanna Ranch Elementary School						
Legacy Project	783,349	783,349	100.0%	-	783,349	100.0%
	783,349	783,349	100.0%	-	783,349	100.0%
1 Harbour Way						
Legacy Project	121,944	121,944	100.0%	-	121,944	100.0%
	121,944	121,944	100.0%	-	121,944	100.0%



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Fund 21 and Fund 35

Data as of 4/30/2021

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Harding Elementary School						
Legacy Project	22,632,446	22,632,446	100.0%	-	22,632,446	100.0%
	22,632,446	22,632,446	100.0%	-	22,632,446	100.0%
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	448,435	100.0%	-	448,435	100.0%
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
Legacy Project	1,879,839	1,879,839	100.0%	-	1,879,839	100.0%
	2,679,839	1,932,714	72.1%	747,125	1,932,714	72.1%
1 Kensington Elementary School						
Legacy Project	19,343,892	19,343,892	100.0%	-	19,343,892	100.0%
	19,343,892	19,343,892	100.0%	-	19,343,892	100.0%
1 King Elementary School						
Legacy Project	25,342,166	25,342,166	100.0%	-	25,342,166	100.0%
	25,342,166	25,342,166	100.0%	-	25,342,166	100.0%
1 Lake Elementary School						
* Campus Replacement	65,600,000	193,089	0.3%	65,406,911	191,489	0.3%
Legacy Project	1,500,322	1,500,322	100.0%	-	1,500,322	100.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	67,247,823	1,840,912	2.7%	65,406,911	1,839,312	2.7%
1 Lincoln Elementary School						
Legacy Project	17,676,561	17,676,561	100.0%	-	17,676,561	100.0%
	17,676,561	17,676,561	100.0%	-	17,676,561	100.0%
1 Lupine Hills Elementary School						
Legacy Project	15,395,678	15,395,678	100.0%	-	15,395,678	100.0%
	15,395,678	15,395,678	100.0%	-	15,395,678	100.0%
1 Madera Elementary School						
Legacy Project	12,233,801	12,233,801	100.0%	-	12,233,801	100.0%
	12,233,801	12,233,801	100.0%	-	12,233,801	100.0%
1 Michelle Obama School						
* Campus Replacement	40,300,000	39,312,782	97.6%	987,218	39,220,726	97.3%
Legacy Project	3,829,324	3,829,324	100.0%	-	3,829,324	100.0%
	44,129,324	43,142,106	97.8%	987,218	43,050,050	97.6%
1 Mira Vista K-8						
Legacy Project	16,651,130	16,651,130	100.0%	-	16,651,130	100.0%
	16,651,130	16,651,130	100.0%	-	16,651,130	100.0%
1 Montalvin K-8						
Additional New Classrooms	4,028,011	4,028,011	100.0%	-	4,028,011	100.0%
Legacy Project	12,763,017	12,763,017	100.0%	-	12,763,017	100.0%
	16,791,028	16,791,028	100.0%	-	16,791,028	100.0%
1 Murphy Elementary School						
Legacy Project	15,619,655	15,619,655	100.0%	-	15,619,655	100.0%
	15,619,655	15,619,655	100.0%	-	15,619,655	100.0%
1 Nystrom Elementary School						
Classroom Renovation	30,233,455	30,233,455	100.0%	-	30,233,455	100.0%
Demo Portable and Sitework	518,285	518,285	100.0%	-	518,285	100.0%
Legacy Project	5,442,234	5,442,234	100.0%	-	5,442,234	100.0%



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School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
Multi-purpose Room	11,606,839	11,606,839	100.0%	-	11,606,839	100.0%
	47,800,813	47,800,813	100.0%	-	47,800,813	100.0%
1 Ohlone Elementary School						
Classroom and Admin Building	24,508,510	24,508,510	100.0%	-	24,508,510	100.0%
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
Legacy Project	3,962,598	3,962,598	100.0%	-	3,962,598	100.0%
Portable Removal and Playground	5,397,758	5,397,758	100.0%	-	5,397,758	100.0%
	34,492,752	34,492,752	100.0%	-	34,492,752	100.0%
1 Olinda Elementary School						
Critical Needs	793,247	793,247	100.0%	-	793,247	100.0%
Legacy Project	1,286,942	1,286,942	100.0%	-	1,286,942	100.0%
	2,080,188	2,080,188	100.0%	-	2,080,188	100.0%
1 Peres K-8						
Legacy Project	21,424,293	21,424,293	100.0%	-	21,424,293	100.0%
	21,424,293	21,424,293	100.0%	-	21,424,293	100.0%
1 RCP Charter School						
Legacy Project	4,415,204	4,415,204	100.0%	-	4,415,204	100.0%
	4,415,204	4,415,204	100.0%	-	4,415,204	100.0%
1 Riverside Elementary School						
* Critical Needs	6,900,000	3,123,386	45.3%	3,776,614	375,905	5.4%
Legacy Project	14,611,005	14,611,005	100.0%	-	14,611,005	100.0%
	21,511,005	17,734,391	82.4%	3,776,614	14,986,910	69.7%
1 Seaview Elementary School						
Legacy Project	499,116	499,116	100.0%	-	499,116	100.0%
	499,116	499,116	100.0%	-	499,116	100.0%
1 Shannon Elementary School						
* Critical Needs	7,100,000	368,438	5.2%	6,731,562	2,800	0.0%
Legacy Project	1,555,163	1,555,163	100.0%	-	1,555,163	100.0%
	8,655,163	1,923,601	22.2%	6,731,562	1,557,963	18.0%
1 Sheldon Elementary School						
Legacy Project	15,102,837	15,102,837	100.0%	-	15,102,837	100.0%
	15,102,837	15,102,837	100.0%	-	15,102,837	100.0%
1 Stege Elementary School						
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
Legacy Project	3,445,886	3,445,886	100.0%	-	3,445,886	100.0%
	6,345,886	3,481,786	54.9%	2,864,100	3,481,786	54.9%
1 Stewart K-8						
Legacy Project	16,737,037	16,737,037	100.0%	-	16,737,037	100.0%
	16,737,037	16,737,037	100.0%	-	16,737,037	100.0%
1 Tara Hills Elementary School						
Legacy Project	14,975,067	14,975,067	100.0%	-	14,975,067	100.0%
	14,975,067	14,975,067	100.0%	-	14,975,067	100.0%
1 TLC Elementary School						
Legacy Project	116,673	116,673	100.0%	-	116,673	100.0%
	116,673	116,673	100.0%	-	116,673	100.0%
1 Valley View Elementary School						
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
Existing Campus Demo	33,096	33,096	100.0%	-	33,096	100.0%
Legacy Project	3,908,093	3,908,093	100.0%	-	3,908,093	100.0%
Portables	5,189,726	5,189,726	100.0%	-	5,189,726	100.0%



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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
	10,222,362	10,222,362	100.0%	-	10,222,362	100.0%
1 Verde K-8						
Legacy Project	16,065,870	16,065,870	100.0%	-	16,065,870	100.0%
	16,065,870	16,065,870	100.0%	-	16,065,870	100.0%
1 Washington Elementary School						
Legacy Project	15,322,847	15,322,847	100.0%	-	15,322,847	100.0%
	15,322,847	15,322,847	100.0%	-	15,322,847	100.0%
1 West Hercules						
Legacy Project	56,847	56,847	100.0%	-	56,847	100.0%
	56,847	56,847	100.0%	-	56,847	100.0%
2 Adams Middle School						
Legacy Project	691,211	691,211	100.0%	-	691,211	100.0%
	691,211	691,211	100.0%	-	691,211	100.0%
2 Crespi Middle School						
Critical Needs	5,169,597	5,169,597	100.0%	-	5,169,597	100.0%
Legacy Project	1,245,896	1,245,896	100.0%	-	1,245,896	100.0%
	6,415,493	6,415,493	100.0%	-	6,415,493	100.0%
2 DeJean Middle School						
Legacy Project	381,209	381,209	100.0%	-	381,209	100.0%
	381,209	381,209	100.0%	-	381,209	100.0%
2 Helms Middle School						
Legacy Project	83,432,888	83,432,888	100.0%	-	83,432,888	100.0%
	83,432,888	83,432,888	100.0%	-	83,432,888	100.0%
2 Hercules Middle School						
Legacy Project	699,000	699,000	100.0%	-	699,000	100.0%
	699,000	699,000	100.0%	-	699,000	100.0%
2 Korematsu Middle School						
* New Buildings	53,439,076	52,983,581	99.1%	455,495	52,718,451	98.7%
Legacy Project	19,943,103	19,943,103	100.0%	-	19,943,103	100.0%
	73,382,179	72,926,684	99.4%	455,495	72,661,554	99.0%
2 Pinole Middle School						
Legacy Project	56,689,430	56,689,430	100.0%	-	56,689,430	100.0%
	56,689,430	56,689,430	100.0%	-	56,689,430	100.0%
3 De Anza High School						
Legacy Project	132,236,248	132,236,248	100.0%	-	132,236,248	100.0%
	132,236,248	132,236,248	100.0%	-	132,236,248	100.0%
3 DELTA NSS						
Legacy Project	152,226	152,226	100.0%	-	152,226	100.0%
	152,226	152,226	100.0%	-	152,226	100.0%
3 El Cerrito High School						
Legacy Project	128,477,500	128,477,500	100.0%	-	128,477,500	100.0%
Stadium	18,372,605	18,372,605	100.0%	-	18,372,605	100.0%
	146,850,105	146,850,105	100.0%	-	146,850,105	100.0%
3 Greenwood High School						
Legacy Project	79,583,607	79,583,607	100.0%	-	79,583,607	100.0%
	79,583,607	79,583,607	100.0%	-	79,583,607	100.0%
3 Hercules High School						
* Critical Needs	14,700,000	763,640	5.2%	13,936,360	-	0.0%
Legacy Project	3,295,019	3,295,019	100.0%	-	3,295,019	100.0%
	17,995,019	4,058,659	22.6%	13,936,360	3,295,019	18.3%



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School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
3 KAPPA NSS						
Legacy Project	109,831	109,831	100.0%	-	109,831	100.0%
	109,831	109,831	100.0%	-	109,831	100.0%
3 Kennedy High School						
* Critical Needs	12,200,000	-	0.0%	12,200,000	-	0.0%
Legacy Project	33,854,981	33,854,981	100.0%	-	33,854,981	100.0%
	46,054,981	33,854,981	73.5%	12,200,000	33,854,981	73.5%
3 North Campus High School						
Legacy Project	205,450	205,450	100.0%	-	205,450	100.0%
	205,450	205,450	100.0%	-	205,450	100.0%
3 OMEGA NSS						
Legacy Project	118,313	118,313	100.0%	-	118,313	100.0%
	118,313	118,313	100.0%	-	118,313	100.0%
3 Pinole Valley High School						
* Campus Replacement	154,548,190	154,109,282	99.7%	438,908	154,109,282	99.7%
* Fields/Sitework	19,184,130	214,860	1.1%	18,969,270	214,860	1.1%
* Interim Campus Demo	3,628,013	3,625,096	99.9%	2,917	3,625,096	99.9%
* Site Design	17,951,414	17,951,414	100.0%	-	17,342,224	96.6%
Detention Basin and Paving	3,517,521	3,517,521	100.0%	-	3,517,521	100.0%
Existing Building Demolition	2,511,397	2,511,397	100.0%	-	2,511,397	100.0%
Hillside Stabilization	2,199,821	2,199,821	100.0%	-	2,199,821	100.0%
Interim Campus	8,796,248	8,796,248	100.0%	-	8,796,248	100.0%
Legacy Furniture & Equipment	36,520	36,520	100.0%	-	36,520	100.0%
Legacy Program Cost	696,938	696,938	100.0%	-	696,938	100.0%
Legacy Restroom Renovation	167,601	167,601	100.0%	-	167,601	100.0%
Legacy Technology	37,165	37,165	100.0%	-	37,165	100.0%
Legacy Track	1,676,771	1,676,771	100.0%	-	1,676,771	100.0%
Off Site Parking and Traffic	1,240,584	1,240,584	100.0%	-	1,240,584	100.0%
Video Surveillance System	357,268	357,268	100.0%	-	357,268	100.0%
	216,549,580	197,138,485	91.0%	19,411,095	196,529,295	90.8%
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	20,724,287	98.7%	275,713	18,498,260	88.1%
Legacy Project	21,622,087	21,622,087	100.0%	-	21,622,087	100.0%
	42,622,087	42,346,375	99.4%	275,713	40,120,348	94.1%
3 SIGMA NSS						
Legacy Project	110,949	110,949	100.0%	-	110,949	100.0%
	110,949	110,949	100.0%	-	110,949	100.0%
3 Vista High School						
Legacy Project	7,236,543	7,236,543	100.0%	-	7,236,543	100.0%
	7,236,543	7,236,543	100.0%	-	7,236,543	100.0%
4 Technology						
* Infrastructure	15,366,976	14,646,098	95.3%	720,878	14,299,306	93.1%
Computer Common Core	3,903,858	3,903,858	100.0%	-	3,903,858	100.0%
District Network Backbone	568,416	568,416	100.0%	-	568,416	100.0%
IT Data Center	1,400,746	1,400,746	100.0%	-	1,400,746	100.0%
Teacher Equipment	112,360	112,360	100.0%	-	112,360	100.0%
Tech Communication	1,130,966	1,130,966	100.0%	-	1,130,966	100.0%
Technology Equipment	1,885,661	1,885,661	100.0%	-	1,885,661	100.0%
Technology Wireless	10,993,016	10,993,016	100.0%	-	10,993,016	100.0%
	35,362,000	34,641,122	98.0%	720,878	34,294,330	97.0%



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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
4 Central						
District Support	56,308,712	53,796,704	95.5%	2,512,007	53,524,216	95.1%
Program Coordination	55,022,923	48,117,745	87.5%	6,905,177	46,989,042	85.4%
	111,331,634	101,914,450	91.5%	9,417,185	100,513,258	90.3%
Totals	1,765,061,243	1,623,309,721	92.0%	141,751,522	1,614,188,372	91.5%

Note 1: * Site Projects are under planning, construction or in closeout.

Note 2: 1 School Name - Elementary school site name

Note 3: 2 School Name - Middle school site name

Note 4: 3 School Name - High school site name

Note 5: 4 Central/Program Name

Note 6: BOE approved supplemental fund for Michelle Obama school: Fund 25 of \$1.75M and Fund 01 MRAD of \$0.85M on 6/26/19

Note 7: BOE approved supplemental fund for Richmond HS: Fund 40 of \$1M on 11/06/19

Note 8: BOE approved supplemental fund for Michelle Obama school: Fund 25 of \$2M on 06/24/20

Note 9: BOE approved supplemental fund for Richmond HS: Fund 40 of \$0.6M on 09/09/20

Note 10: 2016 FMP budget for Hercules MS & Hercules HS is combined and reported under Hercules HS

Note 11: Measure 1998E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports. The following report shows Measure 1998E projects by site with state funded DeJean middle school project.

Measure 1998E Project

DeJean Middle School	36,836,215.33	36,836,215.33	100.0%	-	36,836,215.33	100.0%
1998E Project	23,994,285.33	23,994,285.33	100.0%	-	23,994,285.33	100.0%
State Fund Project	12,841,930.00	12,841,930.00	100.0%	-	12,841,930.00	100.0%
Pinole Valley High School	190,570.61	190,570.61	100.0%	-	190,570.61	100.0%
Central Program Coordination	16,276,517.57	16,276,517.57	100.0%	-	16,276,517.57	100.0%
Total	53,303,303.51	53,303,303.51	100.0%	-	53,303,303.51	100.0%



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2016 MASTER PLAN PROJECT

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School/Project Name	Budget			Commitments			Expenditures	
	Original Budget	Approved Budget Changes	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Cameron								
* Critical Needs	1,300,000	-	1,300,000	82,400	6.3%	1,217,600	819	0.1%
	1,300,000	-	1,300,000	82,400	6.3%	1,217,600	819	0.1%
1 Chavez Elementary School								
Critical Needs	600,000	(527,153)	72,847	72,847	100.0%	-	72,847	100.0%
	600,000	(527,153)	72,847	72,847	100.0%	-	72,847	100.0%
1 Collins Elementary School								
* Critical Needs	3,500,000	-	3,500,000	221,000	6.3%	3,279,000	2,205	0.1%
	3,500,000	-	3,500,000	221,000	6.3%	3,279,000	2,205	0.1%
1 Fairmont Elementary School								
* Critical Needs	3,000,000	-	3,000,000	2,675,334	89.2%	324,666	2,673,106	89.1%
	3,000,000	-	3,000,000	2,675,334	89.2%	324,666	2,673,106	89.1%
1 Grant Elementary School								
Critical Needs	900,000	(688,533)	211,467	211,467	100.0%	-	211,467	100.0%
	900,000	(688,533)	211,467	211,467	100.0%	-	211,467	100.0%
1 Harmon Knolls								
Critical Needs	200,000	206,946	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	100,000	(58,511)	41,489	41,489	100.0%	-	41,489	100.0%
	300,000	148,435	448,435	448,435	100.0%	-	448,435	100.0%
1 Highland Elementary School								
* Water & Power Upgrade	-	747,125	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	800,000	(747,125)	52,875	52,875	100.0%	-	52,875	100.0%
	800,000	-	800,000	52,875	6.6%	747,125	52,875	6.6%
1 Lake Elementary School								
* Campus Replacement	65,600,000	-	65,600,000	193,089	0.3%	65,406,911	191,489	0.3%
Portable Demolition	500,000	(352,499)	147,501	147,501	100.0%	-	147,501	100.0%
	66,100,000	(352,499)	65,747,501	340,590	0.5%	65,406,911	338,990	0.5%
1 Michelle Obama School								
* Campus Replacement	40,300,000	-	40,300,000	39,312,782	97.6%	987,218	39,220,726	97.3%
	40,300,000	-	40,300,000	39,312,782	97.6%	987,218	39,220,726	97.3%
1 Ohlone Elementary School								
Critical Needs	800,000	(176,115)	623,885	623,885	100.0%	-	623,885	100.0%
	800,000	(176,115)	623,885	623,885	100.0%	-	623,885	100.0%
1 Olinda Elementary School								
Critical Needs	1,000,000	(206,753)	793,247	793,247	100.0%	-	793,247	100.0%
	1,000,000	(206,753)	793,247	793,247	100.0%	-	793,247	100.0%
1 Riverside Elementary School								
* Critical Needs	6,900,000	-	6,900,000	3,123,386	45.3%	3,776,614	375,905	5.4%
	6,900,000	-	6,900,000	3,123,386	45.3%	3,776,614	375,905	5.4%
1 Shannon Elementary School								
* Critical Needs	7,100,000	-	7,100,000	368,438	5.2%	6,731,562	2,800	0.0%
	7,100,000	-	7,100,000	368,438	5.2%	6,731,562	2,800	0.0%
1 Stege Elementary School								
* Critical Needs	2,900,000	-	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
	2,900,000	-	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
1 Valley View Elementary School								
Critical Needs	1,000,000	91,447	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
	1,000,000	91,447	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
2 Crespi Middle School								
Critical Needs	3,100,000	2,069,597	5,169,597	5,169,597	100.0%	-	5,169,597	100.0%
	3,100,000	2,069,597	5,169,597	5,169,597	100.0%	-	5,169,597	100.0%
3 Hercules High School								
* Critical Needs	14,700,000	-	14,700,000	763,640	5.2%	13,936,360	-	0.0%
	14,700,000	-	14,700,000	763,640	5.2%	13,936,360	-	0.0%



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2016 MASTER PLAN PROJECT

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	Original Budget	Approved Budget Changes	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
3 Kennedy High School								
* Critical Needs	12,200,000	-	12,200,000	-	0.0%	12,200,000	-	0.0%
	12,200,000	-	12,200,000	-	0.0%	12,200,000	-	0.0%
3 Richmond High School								
* Gym and Seismic Classroom	15,100,000	5,900,000	21,000,000	20,724,287	98.7%	275,713	18,498,260	88.1%
	15,100,000	5,900,000	21,000,000	20,724,287	98.7%	275,713	18,498,260	88.1%
4 Central								
Program Coordination (Ed Specs & School Size)	200,000	-	200,000	148,128	74.1%	51,872	148,128	74.1%
	200,000	-	200,000	148,128	74.1%	51,872	148,128	74.1%
Totals	181,800,000	6,258,426	188,058,425	76,259,684	40.6%	111,798,741	69,760,638	37.1%

Note 1: * Site Projects are under planning, construction or in closeout.

Note 2: 1 School Name - Elementary school site name

Note 3: 2 School Name - Middle school site name

Note 4: 3 School Name - High school site name

Note 5: 4 Central/Program Name

Note 6: BOE approved supplemental fund for Michelle Obama school: Fund 25 of \$1.75M and Fund 01 MRAD of \$0.85M on 6/26/19

Note 7: BOE approved supplemental fund for Richmond HS: Fund 40 of \$1M on 11/06/19

Note 8: BOE approved supplemental fund for Michelle Obama school: Fund 25 of \$2M on 06/24/20

Note 9: BOE approved supplemental fund for Richmond HS: Fund 40 of \$0.6M on 09/09/20

Note 10: 2016 FMP budget for Hercules MS & Hercules HS is combined and reported under Hercules HS



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Spending to Date by Site
Data as of 04/30/2021

Updated 05/06/2021

Site Name	Original Budget *	Board Approved Budget 04/14/21	Expended FY 99-01 thru FY 19-20	Expended FY 20-21 Jul-Apr	Expended Total thru 04/30/21	Committed Balance as of 04/30/21	Budget Balance as of 04/30/21	Notes
BAYVIEW	17,732,392	19,850,802	19,850,802	-	19,850,802	-	-	Footnote 1
CHAVEZ	1,339,784	1,058,234	1,058,234	-	1,058,234	-	-	Footnote 1
COLLINS	993,294	5,138,871	1,638,871	2,205	1,641,076	218,795	3,279,000	Footnote 3
CORONADO	11,278,047	43,022,627	43,022,627	-	43,022,627	-	-	Footnote 1
DOVER	13,070,243	35,095,267	35,095,267	-	35,095,267	-	-	Footnote 1
DOWNER	28,819,079	33,415,902	33,415,902	-	33,415,902	-	-	Footnote 1
ELLERHORST	11,238,341	13,931,806	13,931,806	-	13,931,806	-	-	Footnote 1
FAIRMONT	10,971,356	6,864,259	4,809,942	1,727,422	6,537,364	2,228	324,666	Footnote 3
FORD	11,839,322	30,817,526	30,817,526	-	30,817,526	-	-	Footnote 1
GRANT	1,409,600	2,155,565	2,155,565	-	2,155,565	-	-	Footnote 1
HANNA RANCH	680,923	783,349	783,349	-	783,349	-	-	Footnote 1
HARDING	15,574,211	22,632,446	22,632,446	-	22,632,446	-	-	Footnote 1
HARMON KNOLLS	-	448,435	448,435	-	448,435	-	-	Footnote 1
HIGHLAND	13,504,714	2,679,839	1,932,714	-	1,932,714	-	747,125	Footnote 3
KENSINGTON	16,397,920	19,343,892	19,343,892	-	19,343,892	-	-	Footnote 1
KING	16,688,732	25,342,166	25,342,166	-	25,342,166	-	-	Footnote 1
LAKE	822,657	67,247,823	1,745,473	93,839	1,839,312	1,600	65,406,911	Footnote 3
LINCOLN	15,225,821	17,676,561	17,676,561	-	17,676,561	-	-	Footnote 1
LUPINE HILLS	16,111,242	15,395,678	15,395,678	-	15,395,678	-	-	Footnote 1
MADERA	11,088,764	12,233,801	12,233,801	-	12,233,801	-	-	Footnote 1
MICHELLE OBAMA**	13,673,885	44,129,324	37,302,187	5,747,863	43,050,050	92,056	987,218	Footnote 3
MIRA VISTA	13,928,364	16,651,130	16,651,130	-	16,651,130	-	-	Footnote 1
MONTALVIN	15,904,716	16,791,028	16,791,028	-	16,791,028	-	-	Footnote 1
MURPHY	13,554,495	15,619,655	15,619,655	-	15,619,655	-	-	Footnote 1
NYSTROM	20,999,690	47,800,813	47,800,813	-	47,800,813	-	-	Footnote 1
OHLONE	14,174,928	34,492,752	34,492,752	-	34,492,752	-	-	Footnote 1
OLINDA	1,170,596	2,080,188	2,080,188	-	2,080,188	-	-	Footnote 1
PERES	19,752,789	21,424,293	21,424,293	-	21,424,293	-	-	Footnote 1
RIVERSIDE	13,439,831	21,511,005	14,741,225	245,685	14,986,910	2,747,481	3,776,614	Footnote 3
SHANNON	1,157,736	8,655,163	1,555,163	2,800	1,557,963	365,638	6,731,562	Footnote 3
SHELDON	14,968,745	15,102,837	15,102,837	-	15,102,837	-	-	Footnote 1
STEGE	13,000,749	6,345,886	3,481,786	-	3,481,786	-	2,864,100	Footnote 3
STEWART	12,710,427	16,737,037	16,737,037	-	16,737,037	-	-	Footnote 1
TARA HILLS	14,160,935	14,975,067	14,975,067	-	14,975,067	-	-	Footnote 1
VALLEY VIEW	11,117,405	10,222,362	10,222,362	-	10,222,362	-	-	Footnote 1
VERDE	15,709,690	16,065,870	16,065,870	-	16,065,870	-	-	Footnote 1
WASHINGTON	14,051,720	15,322,847	15,322,847	-	15,322,847	-	-	Footnote 1
Elementary Total	438,263,142	699,062,105	603,697,297	7,819,813	611,517,111	3,427,798	84,117,196	
CRESPI MS	1,205,711	6,415,493	6,218,766	196,726	6,415,493	-	-	Footnote 1
DEJEAN MS	64,929	381,209	381,209	-	381,209	-	-	Footnote 1
HELMS MS	61,287,986	83,432,888	83,432,888	-	83,432,888	-	-	Footnote 1
HERCULES MS	602,982	699,000	699,000	-	699,000	-	-	Footnote 1
KOREMATSU MS	37,937,901	73,382,179	72,657,291	4,264	72,661,554	265,130	455,495	Footnote 2
PINOLE MS	38,828,979	56,689,430	56,689,430	-	56,689,430	-	-	Footnote 1
Middle Sch Total	139,928,488	221,000,199	220,078,584	200,990	220,279,574	265,130	455,495	



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Spending to Date by Site
Data as of 04/30/2021

Updated 05/06/2021

Site Name	Original Budget *	Board Approved Budget 04/14/21	Expended FY 99-01 thru FY 19-20	Expended FY 20-21 Jul-Apr	Expended Total thru 04/30/21	Committed Balance as of 04/30/21	Budget Balance as of 04/30/21	Notes
DE ANZA HS	105,389,888	132,236,248	132,236,248	-	132,236,248	-	-	Footnote 1
EL CERRITO HS	93,605,815	146,850,105	146,850,105	-	146,850,105	-	-	Footnote 1
GREENWOOD	35,315,772	79,583,607	79,583,607	-	79,583,607	-	-	Footnote 1
HERCULES HS	12,603,343	17,995,019	3,295,019	-	3,295,019	763,640	13,936,360	Footnote 3
KENNEDY HS	89,903,130	46,054,981	33,854,981	-	33,854,981	-	12,200,000	Footnote 3
PINOLE VALLEY HS	124,040,286	216,549,580	196,481,690	47,604	196,529,295	609,190	19,411,095	Footnote 2
RICHMOND HS	94,720,910	42,622,087	30,559,099	9,561,249	40,120,348	2,226,027	275,713	Footnote 3
VISTA HS	3,566,208	7,236,543	7,236,543	-	7,236,543	-	-	Footnote 1
High Sch Total	559,145,352	689,128,170	630,097,292	9,608,853	639,706,145	3,598,857	45,823,168	
ADAMS MS	703,660	691,211	691,211	-	691,211	-	-	Footnote 1
CAMERON	284,012	1,422,195	122,195	819	123,014	81,581	1,217,600	Footnote 3
CASTRO	11,901,504	620,944	620,944	-	620,944	-	-	Footnote 1
DELTA NSS	152,564	152,226	152,226	-	152,226	-	-	Footnote 1
EL SOBRANTE	187,343	536,231	536,231	-	536,231	-	-	Footnote 1
HARBOUR WAY	121,639	121,944	121,944	-	121,944	-	-	Footnote 1
KAPPA NSS	109,809	109,831	109,831	-	109,831	-	-	Footnote 1
NORTH CAMPUS	169,849	205,450	205,450	-	205,450	-	-	Footnote 1
OMEGA NSS	117,742	118,313	118,313	-	118,313	-	-	Footnote 1
SEAVIEW	178,534	499,116	499,116	-	499,116	-	-	Footnote 1
SIGMA NSS	110,728	110,949	110,949	-	110,949	-	-	Footnote 1
TLC	118,020	116,673	116,673	-	116,673	-	-	Footnote 1
WEST HERCULES	-	56,847	56,847	-	56,847	-	-	Footnote 1
Closed/Program Total	14,155,404	4,761,930	3,461,930	819	3,462,749	81,581	1,217,600	
CENTRAL	67,713,312	111,331,634	98,466,020	2,047,238	100,513,258	1,401,191	9,417,185	Budget thru 22-23
RCP CHARTER	8,148,550	4,415,204	4,415,204	-	4,415,204	-	-	Footnote 1
TECHNOLOGY	35,000,000	35,362,000	34,294,330	-	34,294,330	346,792	720,878	Footnote 2
Admin/Other Total	110,861,862	151,108,838	137,175,554	2,047,238	139,222,792	1,747,983	10,138,063	
GRAND TOTAL	1,262,354,248	1,765,061,243	1,594,510,658	19,677,714	1,614,188,372	9,121,349	141,751,522	

* Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.

** Board approved renaming of Wilson Elementary school to Michelle Obama School on 02/12/20.

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: Site Legacy projects are completed and 2016 Facilities Master Plan Projects are under planning, construction or in closeout.

Note: Measure 1998E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports.

The following report shows Measure 1998E projects by site with state funded DeJean middle school project.

Measure 1998E Project	Budget	Expended	
DeJean Middle School	36,836,215	36,836,215	-
1998E Project	23,994,285	23,994,285	-
State Fund Project	12,841,930	12,841,930	-
Pinole Valley High School	190,571	190,571	-
Central Program Coordination	16,276,518	16,276,518	-
Total	53,303,304	53,303,304	-



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Bond Program Financial Status

As of April 30, 2021

Cash Projection to June-2023

			<u>Notes</u>
<u>Adjusted Cash Balance</u>		163,403,630	1
<u>Projected Revenues</u>			
Interest Earning & Other Revenue	\$ 2,005,000	\$ 2,005,000	2
<u>Projected Available Funds</u>		\$ 165,408,630	
<u>Budget Balance</u>			
Board Approved Budget		\$ 1,765,061,243	3
Less Expenses to Date		\$ (1,614,188,372)	3
<u>Current budget balance</u>		\$ 150,872,871	
Projected Cash Balance June 2023		\$ 14,535,759	

State Facility Grants Pending State Approval

Estimated after current planning period: \$	12,340,748	4
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Items Pending Board Approval

Bond Sale 2020 Measure R	\$	575,000,000
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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Bond Program Financial Status
As of April 30, 2021

Note 1 Adjusted Cash Balance

Description	Amount	Comments
Cash & Equivalents Building Fund 21	\$ 163,416,122	A
Cash & Equivalents County School Facilities Fund 35	\$ -	B
Cash with Fiscal Agent (contract retentions)	\$ 2,368,904	C 3rd-Party held Retention
Accounts Receivable	\$ -	
Accounts Payable	\$ -	D
Contract Retention	\$ (2,381,396)	C District held Retention
Adjusted Cash Balance	\$ 163,403,630	

Comments

A. The cash balance is reflective of financial data from MUNIS.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. This liability is deducted from the contractor's process payment and retained; it is deposited in a Third party escrow account or accumulated and held by the district. The amounts are reflective of financial data from MUNIS.

D. Accounts payable is reflective of financial data from MUNIS.

Note 2 Projected Revenues

Fiscal Year	Bond Sales 2020 Measure R	Less: Cost of Bond Issuance	Interest Earnings & Other Revenue	Total
FY2021			\$ 160,000	\$ 160,000
FY2022			\$ 845,000	\$ 845,000
FY2023			\$ 1,000,000	\$ 1,000,000
Grand Total	\$ -	\$ -	\$ 2,005,000	\$ 2,005,000



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Bond Program Financial Status

As of April 30, 2021

Note 3 Budget Balance

Description	Note
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Board Approved Budget	This represents the current board approved budget amount and should agree with Report#2, Bond Program Spending by Site.
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Expenses to Date	This is total expended amount from FY 1999-01 thru Current Fiscal Year Period and should agree with Report#2, Bond Program Spending by Site.
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Note 4 State Facility Grants

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21, Building Fund.

School	Funding	OPSC * Status	SAB** Approval ¹	SAB** Funded	Amount
Helms MS	Modernization	On Workload List	Est: 01/23-06/23	Est: Jul-23	\$ 4,133,414
Crespi MS	Modernization	On Workload List	Est: 07/23-12/23	Est: Feb-24	\$ 3,482,164
De Anza IT Academy	CTE	Approved	9/30/2020		\$ 462,307
De Anza Health Academy	CTE	Approved	9/30/2020		\$ 1,223,970
De Anza Law Academy	CTE	Approved	9/30/2020		\$ 1,348,434
El Cerrito IT Academy	CTE	Approved	9/30/2020		\$ 1,037,417
El Cerrito Media Academy	CTE	Approved	9/30/2020		\$ 653,042
Total					\$ 12,340,748

*Office of Public School Construction - OPSC

**State Allocation Board - SAB

¹ Last updated 09/30/2020



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Bond Program Financial Status

As of April 30, 2021

Note 5: 2016 Facilities Master Plan Projects

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one, which includes the following projects with the project cost, including inflation:

School	Project Type	FMP 2016	Current Budget
Ed Specs & School Size		\$ 200,000	\$ 200,000
Cameron School	Critical Needs	\$ 1,300,000	\$ 1,300,000
Chavez Elementary School	Critical Needs	\$ 600,000	\$ 72,847
Collin Elementary School	Critical Needs	\$ 3,500,000	\$ 3,500,000
Crespi Middle School	Critical Needs	\$ 3,100,000	\$ 5,169,597
Fairmont Elementary School	Critical Needs	\$ 3,000,000	\$ 3,000,000
Grant Elementary School	Critical Needs	\$ 900,000	\$ 211,467
Harmon Knolls	Critical Needs	\$ 200,000	\$ 406,946
Harmon Knolls	Soils Testing	\$ 100,000	\$ 41,489
Hercules Middle School***	Critical Needs	\$ 7,500,000	\$ 7,500,000
Hercules High School***	Critical Needs	\$ 7,200,000	\$ 7,200,000
Highland Elementary School	Critical Needs	\$ 800,000	\$ 800,000
Kennedy High School	Critical Needs	\$ 12,200,000	\$ 12,200,000
Lake Elementary School	Critical Needs	\$ -	\$ 147,501
Lake Elementary School	RS Replacement	\$ 66,100,000	\$ 65,600,000
M Obama Elementary School*	RS Replacement	\$ 40,300,000	\$ 40,300,000
Ohlone Elementary School	Critical Needs	\$ 800,000	\$ 623,885
Olinda Elementary School	Critical Needs	\$ 1,000,000	\$ 793,247
Richmond High School**	Critical Needs	\$ 15,100,000	\$ 21,000,000
Riverside Elementary School	Critical Needs	\$ 6,900,000	\$ 6,900,000
Shannon Elementary School	Critical Needs	\$ 7,100,000	\$ 7,100,000
Steger Elementary School	Critical Needs	\$ 2,900,000	\$ 2,900,000
Valley View Elementary School	Critical Needs	\$ 1,000,000	\$ 1,091,447
TOTAL IMPLEMENTATION PLAN MODEL 1		\$ 181,800,000	\$ 188,058,425

* BOE approved supplemental fund for Obama ES: Fund 25 of \$1.75M and Fund 01 MRAD of \$0.85M on 06/26/19

* BOE approved supplemental fund for Obama ES: Fund 25 of \$2M on 06/24/20

** BOE approved supplemental fund for Richmond HS: Fund 40 of \$1M on 11/06/19

** BOE approved supplemental fund for Richmond HS: Fund 40 of \$0.6M on 09/09/20

*** 2016 FMP scope and budget for Hercules MS & Hercules HS is for a singular project so the combined budget will be reported under Hercules HS on various financial reports

Definition of ROM¹

Five percent inflation has been applied from mid-2016 to the scheduled midpoint of construction, compounded yearly, to account for inflation. These "Rough Order of Magnitude" (R.O.M.) cost estimates, which are based on general cost per square foot, do not include market-based contract escalation (if any) above 5% annual inflation.

Additionally, the cost of temporary housing has been included where it was known to be required at the time of the Master Plan (e.g., at Lake Elementary). It has not been included where it was not anticipated prior to the release of the Master Plan (e.g., at M Obama Elementary).

Note that further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs.

*In June 2016 the Board approved \$181,800,000 FMP since then the following budget revisions have been approved by the Board:

- Harmon Knolls \$250,000 and Valley View \$150,000 on 08/09/17; Grant <\$688,533>, Harmon Knolls <\$101,565>, Lake <\$352,499>, Ohlone <\$176,115>, & Valley View <\$58,553> on 07/25/18; Richmond \$3,900,000 on 11/14/18; Crespi \$2,200,000 on 03/20/19; Chavez <\$572,153> on 06/26/19; Richmond \$2,000,000 on 11/06/19; Olinda <\$206,753.35> on 02/26/20, Crespi <\$130,402.83> on 12/16/20



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Financial Impact of Report 13 Analysis
From March 2021 to April 2021

Updated 5/6/2021

Items	Beginning Balance	Ending Balance	Variance	Notes
Adjusted Cash Balance	164,001,025	163,403,630	(597,395)	<\$759,214.87> expended in April 2021 \$23,316.57 QTR 3 LAIF Interest \$138,503.23 QTR 3 Pooled Earning
Projected Revenue				
Bond Sales 2020 Measure R	-	-	-	
Less: Cost of Issuance	-	-	-	
Interest Earning & Other Revenue	400,000	2,005,000	1,605,000	April Other Revenue removed and added FY 2022 & 2023 Estimated Rev due to Cash Projection updated from June 2021 to June 2023
Projected Revenue Total	400,000	2,005,000	1,605,000	
Projected Available Funds	164,401,025	165,408,630	1,007,605	<\$759,214.87> expended in April 2021 \$23,316.57 QTR 3 LAIF Interest \$138,503.23 QTR 3 Pooled Earning <\$240,000> Other Revenue Removal \$1,845,000 FY2022 & FY2023 Other Revenue added
Budget Balance				
Board Approved Budget	1,756,561,243	1,765,061,243	8,500,000	\$8,500,000 04/14/21 BOE Approved Central Budget for FY 2022 and FY 2023
Less Expenses to Date	(1,613,429,157)	(1,614,188,372)	(759,215)	(\$759,214.87) expended in April 2021
Budget Balance Total	143,132,086	150,872,871	7,740,785	
Projected Cash Balance June 2023	21,268,939	14,535,759	(6,733,180)	\$23,316.57 QTR 3 LAIF Interest \$138,503.23 QTR 3 Pooled Earning <\$240,000> Other Revenue Removal \$1,845,000 FY2022 & FY2023 Other Revenue added <\$8,500,000> Central Budget for FY 2022 & FY 2023
State Facility Grants				
Estimated during current planning period	-	-	-	
Estimated after current planning period	12,340,748	12,340,748	-	
Items Pending Board Approval	-	-	-	
Bond Sale 2020 Measure R	575,000,000	575,000,000	-	
2022-2023 Estimated Central Cost	9,328,794	-	(9,328,794)	FY2022 & FY2023 Central Cost move to Budget Balance
2022-2023 Estimated Other Revenue	1,845,000	-	(1,845,000)	FY2022 & FY2023 Other Revenue move to Projected Rev



A/P Check List

April, 2021
Fund 21

Updated 05/06/2021

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
Site 000 - UNDISTRIBUTED						45,193.23	
LATHROP CONSTRUCTION ASSOCIATE	201946	04/07/21	21-9745-9135-000	1000003023-00027TRUS	04/01/21	45,193.23	1000003023 FEB 2021 RETAINAGE
Site 108 - CAMERON						819.00	
WOLF/LANG/CHRISTOPHER ARCHITEC	202483	04/27/21	21-9745-6201-108	0021007001	04/13/21	819.00	CAMERON SCHOOL ARCHITECT SERVI CNP MAR 2021
Site 110 - COLLINS						2,205.00	
WOLF/LANG/CHRISTOPHER ARCHITEC	202483	04/27/21	21-9745-6201-110	0021008001	04/13/21	2,205.00	COLLINS ES ARCHITECT SERVICES CNP MAR 2021
Site 123 - FAIRMONT						59,874.98	
BRADLEY J WILLIAMSON	202152	04/13/21	21-9745-6214-123	1822	03/31/21	380.00	FAIRMONT ES PROJECT INSPECTOR MAR 2021
FRANCIE'S BY DESIGN	201920	04/07/21	21-9745-6211-123	1	03/25/21	27,681.16	FAIRMONT ES WINDOW SHADES REPL
HIBSER YAMAUCHI ARCHITECTS INC	202079	04/13/21	21-9745-6201-123	491028	03/31/21	6,764.27	FAIRMONT ES - DESIGN SERVICES 3/31/21
HIBSER YAMAUCHI ARCHITECTS INC	202079	04/13/21	21-9745-6201-123	491029	03/31/21	17,389.00	FAIRMONT ES - REIMBURSABLE FEE 3/31/21
SIERRA SCHOOL EQUIPMENT COMPAN	201997	04/07/21	21-9745-4300-123	404413	03/24/21	7,660.55	FAIRMONT ES ROCKING CHAIR REPLACEMENT
Site 150 - RIVERSIDE						208,943.39	
C OVERAA & CO	202182	04/20/21	21-9745-6170-150	1000003589-01	04/08/21	29,222.89	RIVERSIDE ES CNP CONSTRUCTION 11/30/20-2/28/21
C OVERAA & CO	202182	04/20/21	21-9745-6201-150	1000003589-01A	04/08/21	179,720.50	RIVERSIDE ES CNP DESIGN 11/30/20-2/28/21
Site 165 - MICHELLE OBAMA ELEM						138,003.63	
C OVERAA & CO	202351	04/27/21	21-9745-6201-165	1000002635-32B	04/22/21	1,000.00	M OBAMA ES - DESIGN MARCH 2021
C OVERAA & CO	202351	04/27/21	21-9745-6211-165	1000002635-32	04/22/21	137,003.63	M OBAMA ES - CONSTRUCTION MARCH 2021
Site 364 - RICHMOND HIGH						78,301.41	
3QC	202154	04/20/21	21-9745-5890-364	62622	04/07/21	850.00	RHS GYM & VOLUNTARY SEISMIC RE 3/31/21
ALAN KROPP AND ASSOCIATES INC	202158	04/20/21	21-9745-6190-364	27411	04/07/21	2,994.55	RHS GEOTECHNICAL INVES 12/17/20-1/29/21
ALAN KROPP AND ASSOCIATES INC	202158	04/20/21	21-9745-6190-364	27464	03/29/21	10,892.95	RHS GEOTECHNICAL INVES 2/1/21-3/17/21
AQUATECH CONSULTANCY, INC	202163	04/20/21	21-9745-5860-364	50499	03/16/21	1,830.00	RHS WATERPROOFING CONS 2/28/21
INSPECTION SERVICES INC	202083	04/13/21	21-9745-5890-364	257644	03/27/21	394.22	RHS SPECIAL INSPECTION AND MAT 3/19/21
KORNEY BOARD AIDS, INC.	202242	04/20/21	21-9748-4400-364	197864	03/23/21	1,520.00	RHS VERTICAL BALL CAGE
SAMSON EQUIPMENT	202283	04/20/21	21-9748-4300-364	1127	03/15/21	7,146.58	RHS WEIGHT ROOM EQUIPMENT
SAMSON EQUIPMENT	202283	04/20/21	21-9748-4400-364	1127	03/15/21	30,318.31	RHS WEIGHT ROOM EQUIPMENT
SAMSON EQUIPMENT	202283	04/20/21	21-9748-6400-364	1127	03/15/21	16,154.80	RHS WEIGHT ROOM EQUIPMENT
STRUCTURE GROUPS	202137	04/13/21	21-9745-6214-364	190934-18	03/31/21	6,200.00	RHS DSA PROJECT INSPEC MAR 2021
Site 615 - OPERATIONAL SUPPT SRVS CE						196,798.45	
AMAZON BUSINESS	202028	04/13/21	21-9745-4300-615	1RNL-WFJ6-N41W	03/31/21	9.39	WALI MONITOR RISER DESKTOP STAND
BAKER VILAR ARCHITECTS	202170	04/20/21	21-9748-5860-615	0022101	04/09/21	7,631.20	RHS DSA CLOSEOUT SERVI 1/1/21-2/28/21
BPXPRESS REPROGRAPHICS	202042	04/13/21	21-9748-6207-615	RICH-2273	03/26/21	401.20	RHS WIRELESS NETWORKS & ACCESS PT PROJ #1000003
BPXPRESS REPROGRAPHICS	202042	04/13/21	21-9748-6207-615	RICH-2276	03/26/21	1,899.42	RHS WIRELESS NETWORK & ACCESS PT, PRJ #100000360
BPXPRESS REPROGRAPHICS	202348	04/27/21	21-9748-6207-615	RICH-3274	04/20/21	47.14	FOC - DOCUMENT REPRODUCTION SE HS AS-BUILTS
KBA DOCUMENT SOLUTIONS, LLC	201940	04/07/21	21-9745-4300-615	55Y1166271	03/26/21	33.10	BLANKET PO SVC TONER FOR DESKTOP PRINTERS 03/22,
KBA DOCUMENT SOLUTIONS, LLC	202089	04/13/21	21-9745-4300-615	55Y1166288	03/26/21	16.87	BLANKET PO SVC TONER 3/24/21
KBA DOCUMENT SOLUTIONS, LLC	202239	04/20/21	21-9745-4300-615	55Y1170499	04/09/21	47.13	SVC TONER FOR DESKTOP PRINTERS 4/1/21
KBA DOCUMENT SOLUTIONS, LLC	202239	04/20/21	21-9745-4300-615	55Y1170507	04/09/21	68.27	SVC TONER FOR DESKTOP PRINTERS 4/6/21
LISA NAGAI	202253	04/20/21	21-9745-6217-615	53	04/06/21	6,240.00	CONSTRUCTION MANAGEMENT-PROJEC 3/31/21
ORBACH HUFF AND SUAREZ LLP	202258	04/20/21	21-9745-5895-615	93396	04/13/21	5,560.75	BOND LEGAL FUND 21 MARCH 2021
ORBACH HUFF AND SUAREZ LLP	202258	04/20/21	21-9745-5895-615	93397	04/13/21	11,852.88	NYSTROM ES MARCH 2021
RGM KRAMER INC	202122	04/13/21	21-9745-6202-615	6419	04/02/21	40,555.00	FOC PROJECT MANAGER FEB 2021
RGM KRAMER INC	202122	04/13/21	21-9745-6203-615	6419	04/02/21	12,540.00	FOC PROJECT MANAGER FEB 2021
RGM KRAMER INC	202122	04/13/21	21-9745-6217-615	6419	04/02/21	2,356.00	FOC PROJECT MANAGER FEB 2021
SWINERTON MANAGEMENT & CONSUL	202140	04/13/21	21-9745-6202-615	18100022-022	03/26/21	39,794.00	FOC - STAFF AUGMENTATION FEB 2021
SWINERTON MANAGEMENT & CONSUL	202140	04/13/21	21-9745-6217-615	18100022-022	03/26/21	39,737.00	FOC - STAFF AUGMENTATION FEB 2021



A/P Check List

April, 2021
Fund 21

Updated 05/06/2021

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
TIMOTHY R. HALEY	201928	04/07/21	21-9745-6203-615	3	04/01/21	15,600.00	PROGRAM PLANNING REVIEW SVCS 02/01/21-03/31/21
WEI JUN WANG	202150	04/13/21	21-9745-6202-615	0008	04/01/21	11,667.50	DISTRICT WIDE FACILITIES MGMT MAR 2021
WEST COUNTY TIMES	201914	04/07/21	21-9748-5890-615	0001285830	02/28/21	741.60	FOC - BID ADVERTISEMENTS ANNUAL PO 02/01/-02/28/
Grand Total						730,139.09	

AP CHECKS TOTAL	730,139.09
Non expense account - RETENTION TO VENDOR'S ESCROW ACCOUNT	(45,193.23)
unpaid RETENTION WITHHELD AMOUNT	8,748.77
Apr.2021 PAYROLL	96,139.72
MANUAL JOURNAL ENTRY	(30,619.48)
TOTAL Apr.21 EXPENSE AMOUNT	759,214.87

Object 9570 - Retention withheld amount:

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Invoice Description
C OVERAA & CO	202182	04/20/21	21-9745-6170-150	1000003589-01	04/08/21	1,538.05	RIVERSIDE ES CNP CONSTRUCTION 11/30/20-2/28/21
C OVERAA & CO	202351	04/27/21	21-9745-6211-165	1000002635-32	04/22/21	7,210.72	M OBAMA ES - CONSTRUCTION MARCH 2021
Grand Total						8,748.77	

Payroll

Project#	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Notes
66901396-01		04/30/21				77,535.95	Facility Program Staff Apr Pay
67001396-01		04/30/21				18,603.77	Assoc Supt Operation Staff Apr Pay
Grand Total						96,139.72	

Manual Journal

Vendor Name	Check No.	Check Date	Short Account	Invoice Number	Invoice Date	Amount	Notes
March 2021 Facility Staff Salary Adjustment thru Timesheet						(22,821.62)	See 3rd page for detail
March 2021 Assoc Supt Operat Staff Salary Adjustment thru Timesheet						(7,797.86)	
Grand Total						(30,619.48)	

* Board approved renaming of Wilson Elementary School to Michelle Obama school on 02/12/20.

March 2021 Payroll Data (Salary + Benefits)

Facility Program Staff	Regular Payroll	Adjustment	Adjusted Amount
DIRECTOR FAC/PLANNING	\$ 12,825.75	\$ (1,465.84)	\$ 11,359.91
BOND REGIONAL FACILT	\$ 14,776.50	\$ (147.77)	\$ 14,628.73
BOND REGIONAL FACILT	\$ 2,326.18	\$ (775.39)	\$ 1,550.79
DIRECTOR OF CONTRACT	\$ 14,029.20	\$ 1,096.93	\$ 15,126.13
ADMIN SVCS MANAGER	\$ 5,469.56	\$ (4,485.02)	\$ 984.54
ADMIN SVCS MANAGER	\$ 5,367.22	\$ (1,824.86)	\$ 3,542.36
ADMINISTRATIVE TECH	\$ 2,643.06	\$ (2,643.06)	\$ -
COORDINATOR-FISCAL	\$ 12,484.87	\$ (5,826.31)	\$ 6,658.56
ACCOUNTING TECH	\$ 222.49	\$ 131.86	\$ 354.35
ACCOUNTING TECH	\$ 6,011.37	\$ (160.30)	\$ 5,851.07
SR BUDGET CLERK	\$ 7,117.50	\$ (6,721.86)	\$ 395.64
			\$ -
Facility Program Staff Total	\$ 83,273.70	\$ (22,821.62)	\$ 60,452.08

Assoc Supt Operations Staff			
ASSO SUPT-FAC MAI BO	\$ 16,295.24	\$ (5,974.97)	\$ 10,320.27
SR ADMIN SECRETARY	\$ 2,848.28	\$ (1,822.89)	\$ 1,025.39
Assoc Supt Operations Staff Total	\$ 19,143.52	\$ (7,797.86)	\$ 11,345.66
Total March Payroll	\$ 102,417.22	\$ (30,619.48)	\$ 71,797.74

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

DRAFT MINUTES Meeting of February 8, 2021

A) OPENING PROCEDURES

Note: this meeting was held online using the Zoom platform and was open to the public to attend.

B) CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Gosney called the meeting to order at 2:05 PM.

C) ROLL CALL

Present: John Anderson, Sallie DeWitt, Guadalupe Enllana, Don Gosney, Lorraine Humes & Anton Jungherr
[6 members ~ 4 required for a quorum]

Absent: Maisha Cole

Staff Present: Melissa Payne, Ellen Meija-Hooper, Margaret Romo, SeungJa Cha

Auditor: Michael Ash of Christy White and Associates

Board Liaison: None appointed.

D) APPROVAL OF AGENDA

Agenda accepted as presented via unanimous consent

E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None

D I S T R I C T R E P O R T S

F) TELEPHONE CONFERENCE CALL WITH MICHAEL ASH OF CHRISTY WHITE TO DISCUSS THE DRAFT 2020 FINANCIAL AUDIT

a. Draft Financial Audit

Mr. Ash discussed the findings. There were no findings in the financial audit.

b. CBOC Draft Financial Audit Questions

The CBOC had submitted a number of questions to WCCUSD staff relative to the Draft Financial audit. The staff had completed

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

a number of the responses to the questions which is attached to these minutes.

The staff and Mr. Ash provided responses to the questions which answers were not provided on the attachment. The responses are as follows:

- Q1. Yes, will be modified to address comment
- Q2. Not common in audit reports. Will not be modified
- Q3. Yes, will be modified to address comment
- Q4. Yes, will be modified to address comment
- Q5. Yes, will be modified to address comment
- Q6. Yes, will be modified to address comment
- Q7. Page 13 is an indication there were no changes. This is not required for Proposition 39 and will not be modified
- Q8 through Q11 have been addressed on the attachment
- Q12. Other building funds are related to the state and interest earnings. Melissa Payne will work with Christy White and Mr. Ash to address this information.
- Q13. Same response as for Q7
- Q14. Yes, will be modified to address comment

There was further discussion on the response on Q10 relative to open lawsuits. There are open lawsuits and staff will provide information to CBOC. In addition, there was additional discussion on Q11 relative to write offs. There were write offs and the staff will provide CBOC with a listing of those items.

WCCUSD staff will provide a written response to CBOC for all 14 questions attached to the end of these minutes.

G) AUDIT SCHEDULES

There are inconsistencies with dates for the audit schedule. Final acceptance was on the calendar as March 31 during a join meeting with

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

CBOC and the WCCUSD Board but was changed to March 24 this past Friday (February 5). Don Gosney will write a letter to the Board asking for a Joint Meeting to discuss Audits. Such a meeting is required by the WCCUSD bylaws.

H) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS

Ellen Meija-Hooper presented the following updates:

- **Facilities Master Plan Update 02.08.21**
- **Updating the 2016 Facilities Master Plan**

Melissa Payne presented the project reports and updates:

- **CBOC request for Lathrop Richmond Construction Pay App00023**
- **CBOC request Lisa Nagai Inv #48**
- **CBOC request Arey Jones Laptops**
- **Richmond HS Newsletter Number 19 (February 2021)**
- **RHS Critical Needs Project Status Report (February 2021)**

Melissa Payne presented the project reports and updates:

- **Consolidated Budget Report 01/31/21**
- **Consolidated Budget Report-2016 Master Plan 01/31/21**
- **Report No. 2 Bond Program Spending to Date 01/31/21**
- **Report No. 1 Bond KPI Summary 01/31/21**
- **Report No. 13 Bond Program Financial Status 01/31/21**
- **Report No. 13 Variance Report 01/31/21**
- **2020-2021 Accounts Payable Check List 01/31/21**
- **Annual Variance Report CY2020**

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

In addition, Melissa Payne indicated that there is no plan to issue Measure R at this time.

C B O C R E P O R T S

C O N S E N T I T E M S

I) ADOPTION OF MINUTES

Approved with no objection:

01.11.21

CBOC Draft Minutes

J) CBOC MEMBER INFORMATION REQUEST LOG

Approved with no objection:

01.11.20

BOC Member Information

Requests Status Log

K) APPROVED RECOMMENDATIONS LOG

Approved with no objection:

02.08.21 CBOC Approved Recommendations

L) INVOICE FROM CBOC INDEPENDENT COUNCIL

Approved with no objection:

11.30.20 Adam Ferber Invoice

C O M M I T T E E R E P O R T S # 2

M) MEMBERSHIP

Accepted with no objection:

02.08.21 CBOC Attendance Review

N) MEMBERSHIP ROSTER

Accepted with no objection:

02.08.21 CBOC Roster

O) NEW MEMBER APPLICATIONS

For information only

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

11.11.20 Jason Lindsey
01.10.21 Tom Panas
01.11.21 Guadalupe Enllana
01.11.21 Maisha Cole
12.07.21 Sallie DeWitt
01.08.21 Consuelo Lara

P) CHAIRPERSON REPORTS

Don Gosney reported that there was no chairperson's report to the WCCUSD Board of Trustees meeting as the Board President has asked standing committees to present any issues during the public comment segment (90 seconds) of the meeting or to the Facilities Committee.

Q) STATUS OF KENNEDY HIGH SCHOOL CRITICAL NEEDS AND REBUILD

02.08.21 Status of Kennedy HS Critical Needs Project

There is a concern by the CBOC relative to a lack of information available to the public, CBOC and the school board. Staff indicated that there is presently no movement on this activity because there is no place for the Kennedy students to go during construction. The updating of the Facilities Master Plan should be able to provide a roadmap for this project.

R) REQUESTS, ADVICE AND COMMENTS

i) Report #1 Bond Program Summary, December 31, 2020 (Revised February 8, 2021)

The reference document will be used in the CBOC Annual Report 2020 as it is for the period January 2020 to December 2020—the calendar year rather than the fiscal year which is the period from July through June the following year.

ii) K-12 School Facility Program (SFP) Audit Overview

When will Peres, Gompers and Coronado be ready to audit?

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

How will the auditor be selected?

Will the CBOC have audit entrance and exit conferences?

Will audit reports be presented to the CBOC for review?

Ms. Payne and Ms. Romo will pass these questions on to the appropriate personnel.

iii) Measure R Bonding Capacity Waiver Approved by State Board of Education on January 13, 2021

In the waiver request the District represented to the State Board of Education that the CBOC had “No Objections” to the request. Actually, the CBOC took no action to this waiver request.

Mr. Gosney will write a letter to WCCUSD Board and cc the State Board of Education indicating that the “no objections” statement in the letter is not correct and that the letter should say “no action” was taken by the CBOC.

S) 2020 ANNUAL REPORT

02.03.21 '20 Annual Report To-Do List Assignments (Rev 1)

Ms. Lorraine Humes provided and update on the status of the 2020 Annual Report

T) CALENDAR 2021 CBOC Meetings Calendar

Mr. Gosney presented the CBOC meeting dates for 2021.

U) FUTURE AGENDA TOPICS 02.08.21 Future Agenda Items Log (short list)

There were no additional topics at this time.

**WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
(CBOC)**

V) ADJOURNMENT

The meeting was adjourned at 4:42 pm.

NEXT SCHEDULED CBOC MEETING:

March 08, 2021

Submitted by CBOC Secretary John Anderson

*The agenda and a video/audio record of this meeting are posted on the
WCCUSD CBOC webpage.*

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

QUESTIONS and COMMENTS on DRAFT 2020 WCCUSD BOND PROGRAM FINANCIAL AUDIT (RESPONSES FROM WCCUSD STAFF)

NO.	PAGE	QUESTION	RESPONSE
1	Contents	Can Contents be revised to read "Introduction and Governing Board and Citizens' Bond Oversight Committee Member Listing"?	
2	Contents	Would it be helpful to page number divider pages?	
3	2	Can a note be added to explain why all Governing Board terms expires December 2020?	
4	2	Can Citizens' Bond Oversight Committee members listing be as of June 30, 2020 to be consistent with the Governing Board?	

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

NO.	PAGE	QUESTION	RESPONSE
5	3	Auditors' Responsibility - Can the California Guide Appendix A be also referenced?	
6	3	Auditors' Responsibility- Is it fair to represent in the CBOC Annual Report that the auditor expressed no opinion on the effectiveness of the District's internal controls?	
7	4	Supplementary Information - Page 13 does not appear to present any management supplementary information. Should that be noted here?	

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

NO.	PAGE	QUESTION	RESPONSE
8	5	Can you reconcile Total assets \$165,194,590 with Bond Program Financial Status As of June 30, 2020 of \$162,950,339 ? See attached Bond Program Financial Status Report. at June 30, 2020.	No.8 Report #13, printed on 7/3/2020, was a preliminary report before closing the book. The Adjusted Cash balance of \$162,950,338.73 included the Non-bond Measure and Liabilities. For CBOC question for asset - it's \$169,046,801.19 on the Report #13, printed on 7/3/2020 (see the report #13, page 2, note 1: \$163,211,502.22 + \$5,835,298.97 included Non-bond Measure). The total asset for Measure D and E should be \$164,957,639.10 (\$163,211,502.22 + \$5,835,298.97 less Non-bond Measure) After 7/3/2020, we had closing adjustments added of \$236,949.57: Payroll Adjustment \$69,525.23, Cash with Fiscal Agent adjustment <\$4,698.10>, Accrued Pooled Earning \$100,637.10, Accrued Laif Interest \$71,485.34 Final Asset is \$165,194,588.67 (\$164,957,639.10 + \$236,949.57) which is equal to Audit report.

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

NO.	PAGE	QUESTION	RESPONSE
9	8	Note 2 - did the bond funds loan cash to the General Fund at any time during FY2020?	no
10	12	Note 5 A Litigation- were there any litigation on bond construction projects at June 30, 2020?	no
11	12	Note 5 B - Were there any expenditures not capitalized or included in construction in progress at June 30, 2020?	All 2020 expenditures from the Measures were capitalized or included in WIP based on the capital assets schedules.
12	12	Note 6 - Can you identify in the audit report "Other Building Funds"?	
13	13	See question 7 above.	
14	14	Is it fair to represent in the CBOC Annual Report that the auditor expressed no opinion on the effectiveness of the District's internal controls?	

**WCCSUSD
CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)**

**DRAFT MINUTES
Meeting of March 8, 2021**

A. OPENING PROCEDURES

This meeting was held online using the Zoom platform and was open to the public to the public to attend

B. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Gosney called the meeting to order at 2:02 pm.

C. ROLL CALL

Present: John Anderson, Maisha Cole, Guadalupe Enllana, and Don Gosney,

Absent: None

At this time the four CBOC members present are the only members of the Committee. Proposition 39 and the associated California Education Code (section 15282) require a minimum of at least seven members for a CBOC with five of the members representing mandated positions. Three of the mandated positions are presently unfilled. As a result the WCCUSD is out of compliance with Proposition 39 and the California Education Code. To ensure that there are no conflicts, all of the items in the agenda will be for discussion only.

Staff Present: Melissa Payne, Ellen Meija-Hooper, Luis Freese, and Sevngj Cha

Board Liaison: None appointed

D. APPROVAL OF AGENDA

Agenda was accepted via unanimous consent with Mr. Gosney's recommendation that the staff reports (Item I) be moved ahead of audit related sections (F G and H)

E. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None

(Sequence of agenda changed as noted in item D)

I. DISTRICT REPORTS

Bond Program Project Status and Financial Reports were presented by WCCUSD staff

Luis. Freese presented:

Update on the Facilities Master Plan Projects as of 3/08/21
Richmond High School Newsletter Number 19 (March)
RHS Critical Needs Project Status Report (March)

Melissa Payne presented financial reports:

Consolidated Budget Report 2/28/2021
Consolidated Budget Report-2016 Master Plan 2/28/2021
Report No. 2 Bond Program Spending to Date 2/28/2021
Report No. 13 Bond Program Financial Status 2/28/2021
Report No. 13 Variance Report 2/28/2021
2020-2021 Accounts Payable Check List 2/28/2021
Report No. 1 Bond KPI Summary 2020 (Revised 2/19/2020)

Ellen Meija-Hooper presented an update on the Facilities Master Plan Projects Committee.

The committee developed metrics and priorities for 19 priority sites. The information was passed to the Facilities Committee which recommended that staff develop weighting criteria before presenting the update to the full WCCUSD board. The Facilities Master Plan Projects Committee will not be engaged in the processes beyond what they have done to date.

F. TELECONFERENCES WITH FINANCIAL AUDITOR

G. TELECONFERENCES WITH PERFORMANCE AUDITOR

Both Items F. and G. were cancelled as nothing is available for the CBOC to review at this time. The reports of each will go to the Facilities Committee and material pertinent to the Construction Bond program will be provided to CBOC. The expected completion is March 31, 2021.

H. AUDIT REPORT

No report

J., K., L. CBOC CONSENT AGENDA

The approval of February Minutes, Information Request Log and Approved Recommendations Log were deferred until the April meeting. Anton Junger (former CBOC member) forwarded some technical comments on the February minutes to the Secretary for consideration.

M. and N. MEMBERSHIP AND MEMBERSHIP ROSTER

At present the CBOC only has four members as the other members' terms have ended. Luis Freese indicated that the Facilities Committee would be interviewing a number of candidates for CBOC at the next meeting on March 17.

O. NEW MEMBER APPLICATIONS

Joseph Camacho and Lorraine Humes have submitted applications for the CBOC. Mr. Camacho is a new applicant and Ms Humes is seeking another term. Anton Jungherr submitted an application specific to serving on a CBOC committee for measure R.

P. CHAIRPERSON REPORT

Don Gosney provided documents reporting on issues relevant to the operation of the CBOC, future issues, and reports to the Board of Education. These include:

2/10/2021 CBOC Chair Report
2/12/2021 CBOC Chair Report
2/24/2021 CBOC Chair Report
2/21/2021 Transcript of Facilities Committee Discussion of CBOC
2/21/2021 Video of Facilities Committee Discussion of CBOC
03/04/2021 Letter to Board—Bond Waiver Limits
03/04/2021 WCCISD CBOC Letter to State BOE
02/10/2021 Request for Joint Meetings
03/03/2021 CBOC Request for Joint Meetings

Q. 2020 ANNUAL REPORT

Loraine Humes reported that the committee is presently operating under the assumption that all previous assignments for sections of the report still stand.

R. CALENDAR

The calendar was presented for information only.

S. FUTURE AGENDA TOPICS

No new topics were added

O. ADJOURNMENT

The meeting was adjourned at 3:29 pm. Next scheduled meeting is April 12, 2021.

Submitted by CBOC, Secretary John E. Anderson

The agenda (which includes presentation and background documents) and a video/audio record of this meeting are posted on the WCCUSD CBOC webpage.

**WCCSUSD
CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)**

**DRAFT MINUTES
Meeting of April 12, 2021**

A. OPENING PROCEDURES

This meeting was held online using the Zoom platform and was open to the public to the public to attend

B. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Gosney called the meeting to order at 2:03 pm.

C. ROLL CALL

Present: John Anderson, Maisha Cole, Joseph Camacho, Sallie DeWitt, and Don Gosney,
(five of seven members present, a quorum of 4 is required)

Absent: Lorraine Humes, Guadalupe Enllana

Staff Present: Melissa Payne, Ellen Meija-Hooper, Luis Freese, Margaret Romo and Sevngj Cha

Board Liaison: None appointed

D. APPROVAL OF AGENDA

Agenda was accepted via unanimous consent

E. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None

F. DISTRICT REPORTS

Bond Program Project Status and Financial Reports were presented by WCCUSD staff

Luis. Freese presented:

Update on the Facilities Master Plan Projects as of 4/12/2021

Melissa Payne presented financial reports:

Consolidated Budget Report 3/31/2021
Consolidated Budget Report-2016 Master Plan 3/31/2021
Report No. 2 Bond Program Spending to Date 3/31/2021
Report No. 13 Bond Program Financial Status 3/31/2021
Supplemental Report 13 Bond Program Financial Status 03/31/2021

Bond Program Central Budget for FY 2022 and 2023
Supplemental Site Budget Authorization for Central Budget
Report No. 13 Variance Report 3/31/2021
'20-'21 Accounts Payable Check List 03/31/2021
4/12/2021 Bond Program Management Plan
11/17/2020 Orbach Huff Invoice #91911
12/14/2020 Orbach Huff Invoice #92185

G. CBOC Member Information Requests (Consent Agenda Item)

The 4/12/2021 CBOC Member Information Request Status Log was approved by unanimous consent without discussion

H. APPROVED RECOMMENDATIONS LOG (Consent Agenda Item)

The 4/12/2021 CBOC Approved Recommendations Log was approved by unanimous consent without discussion

I. MEMBERSHIP COMMITTEE REPORT

The 4/12/2021 CBOC Attendance Review was presented for information

J. MEMBERSHIP ROSTER

The 4/12/2021 CBOC Membership Roster was submitted for information

K. CBOC MEMBERSHIP

The draft letter to the WCCUSD Facilities Committee asking for an explanation for the Committee's lack of action with regard to in action on numerous long-standing applications to join the CBOC was discussed. Although the board recently approved four members during their March 17, 2021 meeting there are six applications (some of which were submitted over six months ago) which have not been considered by the Facilities Committee. In addition, the application for Mr. Jungher is for a position associated with Measure R CBOC which was approved by resolution of the WCCUSD in April of 2020.

A motion was made by Sallie DeWitt to approve finalizing the letter and sending it on to the Facilities Committee. John Anderson seconded the motion. The motion passed with Don Gosney, Sallie DeWitt, Joseph Camacho and John Anderson voting yes. Maisha Cole did not vote,

L. CHAIRPERSON REPORTS

Don Gosney presented reports relative to the operation of CBOC and reports to the Board of Education

Mr. Gosney also informed the CBOC that they would likely have to elect a new chairperson during the May meeting. He also mentioned that the vice chair and secretary would have to resign their current positions to be considered for election.

M. 2020 FINANCIAL AND PERFORMANCE AUDITS

The CBOC is in receipt of the final set of Financial and Performance Audits of the WCCUSD Bond Program,

Documents include:

04/08/2021 WCCUSD Measure D and E Financial Audit SAS Letter
04/09/2021 West Contra Costa Measure D and E 2020 Final Financial Audit
04/04/2021 West Contra Costa USD 2020 Performance Audit AU-C 260 Communication Letter
West Contra Costa USD 2020 Performance Audit

Margaret Romo also agreed to provide any additional letters or documents associated with these Audit Reports

A motion was made by Sallie DeWitt to receive the reports and associated documents. John Anderson seconded the motion. The motion passed with Don Gosney, Sallie DeWitt, Joseph Camacho and John Anderson voting yes. Maisha Cole did not vote,

N. 2020 ANNUAL REPORT

No Report

O. CALENDAR

The calendar was presented for information only.

P. FUTURE AGENDA TOPICS

No new topics were added

Q. ADJOURNMENT

The meeting was adjourned at 3:55 pm. Next scheduled meeting is May 17, 2021.

Submitted by CBOC, Secretary John E. Anderson

The agenda (which includes presentation and background documents referenced in the minutes) and a video/audio record of this meeting are posted on the WCCUSD CBOC webpage.



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
Guadalupe Enllana Don Gosney John Anderson
Vice Chairperson Chairperson Secretary

**JOINT MEETING
WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
CBOC**

2010 Measure D and 2012 Measure E

DRAFT MINUTES

Prepared by Debbie Haynie
WCCUSD Executive Secretary
Thursday April 1, 2021 at 4:00 PM

A) OPENING PROCEDURES

A.1 Call to Order and Opening Remarks

President Phillips called the Public Session to order at 4:01 PM.

A.2 Pledge of Allegiance

President Phillips led the Pledge of Allegiance.

A.3 Land Acknowledgment

President Phillips began the meeting with an acknowledgment of first inhabitants' lands.

A.4 Welcome and Meeting Procedures

President Phillips provided welcome and spoke of the mission of the District. He followed with instructions to the public regarding the video conference meeting.

A.5 Roll Call

Board Members Present:

President Mister Phillips, Clerk Jamela Smith-Folds, Otheree Christian, Leslie Reckler & Student Board Representative Thomas Leung

Board Members Absent:

Demetrio Gonzalez-Hoy & Student Board Representative Navi Emiliano

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

CBOC Members Present:

Sallie DeWitt, Don Gosney, Lorraine Humes, Guadalupe Enllana & John Anderson

CBOC Members Absent:

Maisha Cole & Joseph Camacho

Staff Present:

Otilia Espinoza (Translator); Luis Freese (Associate Superintendent Maintenance & Operations); Debbie Haynie (Executive Secretary); Robert Jordan (Communications Director); Ellen Mejia Hooper, (Director Facilities Planning Construction); Melissa Payne (Contracts Director); Margarita Romo (Lead Internal Auditor); Tony Wold (Associate Superintendent Business Services)

A.6 Agenda Review and Adoption

President Phillips asked both the Board and Committee for a motion to approve the agenda.

Public Comment: None

MOTION: Ms. Reckler moved approval of the agenda. Student Representative Leung seconded. Board Members Christian, Reckler, Smith-Folds, Student Representative Leung (advisory vote only), and President Phillips voted yes, with Gonzalez Hoy and Emiliano absent. CBOC Members Anderson, DeWitt, Enllana, Gosney, and Humes voted yes, with Camacho and Cole absent. Motion carried.

A.7 Public Comment

Anton Jungherr

B. DISCUSSION ITEMS

B.1 Bond (2010 Measure D and 2012 Measure E) Performance Audit for Year Ended June 30, 2020

Michael Ash, partner with Christy White, thanked the Board and staff for their assistance during the audit process, as well as access to CBOC members to meet and review the audit report was also appreciated. He acknowledged the Committee's input for ideas to improve the audit report and process. He provided a presentation of

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

the report of the Financial Audit for the bond measures, acknowledging the legal requirement of financial and performance audits until funds were expended. He pointed out that this audit looked at financial statements, balances, and activity for the year ending June 30, 2020. He announced the auditor's unmodified opinion, in all material respects, that the audit was fairly stated, and that state required government audit standards were used. Mr. Ash noted no findings of compliance matters and was available for questions.

Board questions included asking for an example of material weaknesses, any differences in post COVID from pre COVID audits, focus on facilities, pursuit of additional funds, types of audit opinions that might be given, and aspects of both CBOC and Board Member involvement in audits.

Public Comment: None

Discussion / Comment:

Ms. Smith-Folds inquired about any red flags regarding the District on this part of the Financial Audit. Mr. Ash affirmed that his firm stood behind the independent auditor's opinion that the statements were fairly stated in all material aspects and did not come across any internal controls over financial reporting deficiencies or material weaknesses.

Chairperson Gosney provided comments about content, formatting and accuracy of the report. He continued with recommendations and noted several items of concern.

After hearing no further comments, President Phillips concluded the item and moved on to the next item on the agenda.

B.2 Bond (2010 Measure D and 2012 Measure E) Performance Audit for Year Ended June 30, 2020

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CITIZENS' BOND OVERSIGHT COMMITTEE

Nathan Edelman of Eide Baily LLP presented the statutory required bond Performance Audit regarding use of the bond funds. He said that the presentation of the document followed by discussion with the Board and Committee were necessary to finalize the audit.

He noted the objective of focus to ensure bond construction funds spent on allowable construction projects. Mr. Edelman spoke about construction industry regulations and operations noting the areas of review and methodology. He pointed out a finding regarding time documentation for salary between bond compliant construction projects and routine everyday facilities administration expenses but noted the overall conclusion that the results of the auditors' tests indicted, in all significant respects, the District had appropriately accounted for the expenditures held in the bond measure funds and met the compliance requirements. Ms. Payne provided clarification noting documentation processes implemented in March 2020 regarding time study of district employees working on bond related expenditures that include a salary monthly reconciliation.

Board questions included any need for in-depth procedures due to previous year's findings, the use of transactions over \$100,000 for evaluating vendors, review of processes and expectations for the June 30, 2021 audit to validate implemented processes.

Other questions included school construction projects running over budget, the draft form of the audit and subsequent final document, and types of performance audits. Mr. Edelman and Ms. Payne responded with information for clarification.

Committee members' clarifying questions included audits aligned with the Facilities Master Plan, clarification of a remark regarding unreliable information, auditors ease in accessing the CBOC website, any recommendations for website maintenance, and review of change orders.

Public Comment: Anton Jungherr

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

Committee member DeWitt left the meeting for the evening at 5:26 PM.

Discussion/Comment:

At 5:30 PM, Ms. Smith-Folds pointed out the 5:30 PM adjournment noted in the agenda.

MOTION: Ms. Reckler motioned to extend the meeting an additional 30 minutes. Mr. Christian seconded. Mr. Christian, Ms. Reckler, Ms. Smith-Folds, Student Representative Leung (advisory vote only), and President Phillips voted yes with Mr. Gonzalez Hoy and Student Representative Emiliano absent. Motion carried 4-0-0-1.

Ms. Reckler spoke about tying the Performance Audit to the Facilities Master Plan. She also asked that time management concerns be given prompt attention due to the seriousness.

Chairperson Gosney addressed Mr. Christian's question about projects in years past and reminded everyone that this audit was for the one-year period with only the Wilson campus under construction. He also spoke about ballot language being purposely vague and over expansive to give opportunity for the District's discretion in use of funds. He also said he took exception to the reduced scope of this audit.

Ms. Humes spoke about the Program Management Plan resulting from the effectiveness proficiency audits and the forensic accounting investigation that made excellent recommendations addressing policies and procedures. She thought that these audits something for the Board to consider continuing.

Mr. Anderson said he concurred with previous remarks from Mr. Gosney and Ms. Humes.

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CITIZENS' BOND OVERSIGHT COMMITTEE

President Phillips thanked everyone for their comments.

C) **COMMENTS FROM BOARD PRESIDENT AND CBOC CHAIRPERSON**

Chairperson Gosney thanked everyone involved for the opportunity to hold this joint meeting as indicated by board policy. He expressed concern about the lack of items for discussion and issues of scheduling conflicts. He said he wanted it on record of his disagreement regarding staff's recommendation and Board approval of this bare-bones compliance Performance Audit, arguing it should be a compliance, effectiveness and results audit in order to restore trust of the public.

He continued to speak about assurance that tax dollars were spent appropriately and the need for the CBOC and auditors' ability to work independently. He spoke about the performance auditors having to work through staff for the documents provided, and voiced concerns that could make taxpayers wonder about problem corrections. He advocated for a partnership working towards the same goal.

President Phillips spoke to Mr. Gosney about his concerns and urged him to submit a written complaint about any individual that he did not believe to be honest and above board to the Superintendent or the Board President.

E) **ADJOURNMENT**

President Phillips adjourned the meeting at 5:46 PM.

CBOC MEMBER RECORDS REQUEST AND STATUS LOG

05.17.21

REQUESTER	DATE REC'D	SUBJECT	FORWARDED FOR RESPONSE	RESPONSE DATE	RESPONSE
131) Sallie DeWitt	7/16/19	Asked for staff to review and comment on the variance report she prepared for Annual Report	7/16/19 to M. Payne	7/17/19 emailed S. DeWitt with comments and document	7/17/19
132) Anton Jungherr	8/16/19	Copy of Riverside ES Soils Stabilization Project RFP	8/19 to L. Freese	9/3/19 emailed Jungherr & Gosney requested documents	9/3/19
133) Don Gosney	9/19/19	RFP for Wilson Project	9/19 to L. Freese	10/09/19 emailed record to Gosney	10/09/19
134) Anton Jungherr	10/11/19	District's CBOC budget for FY 2019	10/14 to L. Freese & T. Wold	10/16 Emailed response to A. Jungherr	10/16/19
135) Anton Jungherr	1/15/20	Request for copies of Orbach's invoices for check #190261	1/15/20 S. Cha	1/21/20 emailed Jungherr/Gosney	1/21/20
136) Anton Jungherr	2/2/20	Detailing variances from Report 13A	2/2/20 M. Payne	2/7/20 emailed Jungherr/Gosney Requested information	2/7/20
137) Gregg Visineau	2/12/20	Settlement agreement District & RCI for Nystrom	2/13/20 to M. Mayne	2/25/20 emailed G. Visineau and D. Gosney with copy of settlement	2/25/20
138) Lorraine Humes	7/14/20	Copy of current Chart of Accounts for Fund 21	7/14/20 to M. Payne	7/22/20 M. Payne emailed L. Humes requested chart	7/22/20
139) Anton Jungherr	8/10/20	Back-up documents for charges shown on the A/P Check List Fund 21 July 2020 for Facility Program Staff and Assoc. Supt Operations Staff for July pay.	8/10/20 to M. Payne	8/12/20 Emailed A. Jungherr back-up document	8/12/20
140) Anton Jungherr	8/13/20	Copies of supporting documents for the back-up documents for Facility Program Staff and Assoc. Sup Operations Staff July pay that was sent on 8/12/20	8/17/20 to M. Payne	Sent to Jungherr and Gosney on 10-13-20. This also satisfies request #144	10/13/20
141) Lorraine Humes	8/19/20	Copy of December 2018 Report #13 and Variance Report for it.	8/19/20 to M. Payne	8/26/20 M. Payne emailed reports to L. Humes	8/26/20

CBOC MEMBER RECORDS REQUEST AND STATUS LOG

05.17.21

REQUESTER	DATE REC'D	SUBJECT	FORWARDED FOR RESPONSE	RESPONSE DATE	RESPONSE
142) John Anderson	8/24/20	Copy of documents for 2019 Property tax rates and bond program key performances indicators summary.	8/24/20 to M. Payne	8/26/20 M. Payne emailed KPI report and Report 13 Variance Report. Due to Covid 19, the 20-21 tax rates have been delayed. They may be available in September.	8/26/20
143) Anton Jungherr	9/4/20	Final Copy of RFQ.RFP 2021-01	9/8/20 to D. Johnston	9/8/20 to A. Jungherr & D. Gosney. This has not been issued yet.	9/8/20
144) Anton Jungherr	9/11/20	Back up worksheets and documents for the two 08.20 payrolls and the two 07.20 adjustments	09.14.20 to M. Payne	Sent to Jungherr and Gosney on 10-13-20. This also satisfies request #140.	10/13/20
145) Anton Jungherr	9/18/20	Nixon Peabody 8/19/16 ltr Copies of 303 Task Orders All relating to recent and ongoing projects	9/18/20 to T. Wold	9/24/20 T. Wold sent letter of response to A. Jungherr	9/24/20
146) Anton Jungherr	9/18/20	Nixon Peabody 8/19/16 ltr Copies of 184 Task Orders relating to past and completed projects	9/18/20 to T. Wold	9/24/20 T. Wold sent letter of response to A. Jungherr	9/24/20
147) Anton Jungherr	10/1/20	From the Implementation of Recommendations report number of In Process recommendations-number of Implemented and Ready for Review recommendations-copies of all Internal Auditor reviews of the 60 implemented and ready to review as of 9.30.20	10.13.20 To M. Romo		
148) Anton Jungherr	10.26.20	Funding source for FY2020 Christy White, Inc., Eide Bailly, LLP FY2020 Performance, Moss Adams, LLP Phase 2	11.03.20 to M. Romo	11-17-20 sent response to A. Jungherr & D. Gosney	11.17.20

CBOC MEMBER RECORDS REQUEST AND STATUS LOG

05.17.21

REQUESTER	DATE REC'D	SUBJECT	FORWARDED FOR RESPONSE	RESPONSE DATE	RESPONSE
149) Anton Jungherr	10.26.20	Provide worksheet used to calculate July 2020 reg, payroll and time sheets and worksheet used to calculate the July payroll adjustment	10.27.20 to M. Payne	12.15.20 Sent response to Jungherr & Gosney	12.15.20
150) Anton Jungherr	10.26.20	Provide detail for the Sept. 2020 Fund 21 Bond Funds payroll of \$97,601.13 in the format provided for Aug 2020	10.27.20 to M. Payne	Response sent to A. Jungherr and D. Gosney	12.10.20
151) Anton Jungherr	10.26.20	Detail of Lead Auditor July 2020 credit of \$991.48 and confirm that no payroll for the Lead Internal auditor was charged to the Fund 21 Bond Fund in July 2020. Confirm that there was no payroll for the Lead Internal reported in Aug. 2020. Will the Lead Auditor's payroll be charged to the Fund 21 Bond Funds when she reviews the implementation of forensic audit recommendations?	10.27.20 to M. Payne	Document sent to A. Jungherr and D. Gosney 12-10-20	12.10.20
152) Anton Jungherr	11/09/20	Mr. Jungherr inquired whether the District followed appropriate procedures for hiring Eide Bailey	11.09.20 to M. Romo	12.14.20 answers were emailed to Jungherr and Gosney Additional documents sent on 12.15.20.	12/14/20 & 12.15.20
153)	03.05.21	Copies of Orbach's invoices for 12.15.20 and 12.22.20	M. Payne	03.22.21 sent to D. Gosney by M. Payne	03.22.21

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Per Board of Education Policy #7214.2: "All recommendations approved by the Committee (CBOC) shall be presented to the Board of Education. The Board shall respond to the Committee's recommendation(s) within sixty (60) days after receipt of the recommendation(s)."

The purpose of this log is to document recommendations made by the CBOC to the Board of Education

Item No.	Recommendation	Date CBOC Approved	District's Response
1	Proposed Board Policy 7161.1 Lesson Learned Process	12.21.16	"...not needed at this time"
2	Eight standard Financial Impact Statement formats for Board of Education agenda precis on bond Program budget approval and expenditure authorizations.	07.30.18 09.12.18 discussed joint CBOC/Board meeting	Currently being reviewed as part of the drafting of Bond Program Management Plan
3	Amendments to Board Policy BP 7214.2 Citizens' Bond Oversight Committee	03.14-27.19 discussed joint CBOC/Board meeting 05.15.19 Governance Committee	Discussion but no action when discussed by Board on 05.27.20
4	Facilities Road Map 2023 be approved by the Board of Education. Discuss at the Joint Board/CBOC September 11, 2019.	06.20.19	Currently under review Done

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
5	That the Board of Education ensure that an independent 3rd party determine the amount of FY2019 salaries & benefits that can be legally charged to Fund 21 Building Fund based on California Attorney General Opinion No. 04-110.	06.20.19	IMPLEMENTED on 03.01.20
6	That the Board of Education ensure that only legally appropriate amount of FY2020 salaries & benefits are charged to Fund 21 Building Fund.	06.20.19	IMPLEMENTED on 03.01.20
7	District staff include Board Program Financial Status Reports (Report 12 and 13A) in the Board of Education agenda packet for one meeting each month under agenda item E.2, Standing Reports.	07.30.18	REPORTED MONTHLY TO FACILITIES COMMITTEE
8	Amend Director Internal Audit job description to report functionally to the Board of Education and administratively to the Superintendent.	12.19.18	REJECTED
9	That the District prepare a plan to update 2016 Master Plan cost estimates.	03.14.19	DONE

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
10	That the Board provide a response to the CBOC by June 28, 2019 to the 24 recommendations in the FY2018 Board Program Performance Audit marked "TBD" including a responsible official and a planned resolution date.	04.18.19	NOT DONE
11	Appoint an appropriate Business Services member to the 2016 FAI Recommendation Implementation Task Force.	12.19.18	DONE
12	Have Moss Adams, LLP forensic accounting review cycle align with their bond program performance audit cycle.	12.18.18	REJECTED
13	Have Moss Adams, LLP review forensic accounting investigation implementation status as of June 30, 2019 and June 30, 2020.	03.14.19	REJECTED
14	Have Director Internal Audit dedicate full time on the implementation of the forensic investigation recommendations.	03.14.19	REJECTED

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
15	Amend Director Internal Audit job description to include responsibility for auditing the implementation of the forensic review and performance audit recommendations.	04.18.19	REJECTED
16	Fill the position of Director Internal Audit as soon as possible.	04.18.19	Filled on 07.01.20 [lower level classification of Lead Internal Auditor without Certified Public Accountant license requirement]
17	That the Board of Education take formal action to accept the March 20, 2019 Phase 1 Forensic Accounting Investigation Implementation Review report. Furthermore, that the Board of Education advise when the 29 unvalidated recommendations from Phase 1 will be reviewed and validated as effectively implemented; and by whom.	05.16.19	REJECTED

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
18	Review three job descriptions: • Associate Superintendent of Business and Operations • Associate Superintendent of Facilities, Maintenance, Operations and Bond Program Director of Internal Audit (including reporting relationship to Board of Education)	08.15.19	DONE
19	Include these three planning elements in the scope of the Lake Elementary School planning report: • Alternatives, if any, to the replacement of this school. • Elementary schools current design capacities, enrollments, projected enrollments and excess capacities. • Options for redrawing elementary school attendance boundaries and closing elementary schools.	08.15.19	Need Response
20	Make format changes to the Bond Program Financial Status (Report #13) as displayed in August 15, 2019 CBOC Minutes.	08.15.19	Done

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
21	Immediate fulfillment of the role of Director of Internal Audit for purpose of independent review of the implementation of internal controls improvement recommendations in preparation for the Moss Adams final review.	12.10.19	Filled on 07.01.20 [lower level classification of Lead Internal Auditor without Certified Public Accountant license requirement]
22	That the Superintendent direct that additional revenue sources to finance bond Fund 21 Building Fund projects be transferred to Fund 21 Building Fund.	12.10.19	Done via footnotes on Fund 21 Financial reports
23	That the District modify the format for the Colbi Technologies Consolidated Budget Status Report to include a column for the "original budget" and that Measure E budget and actual expenditures be added.	12.10.19	District and CBOC agreed that the Bond Program Spending to Date by Site (Report #2) would continue to display "Original Budget" and include a footnote on Measure E budget and actual expenditures. Therefore, the current Colbi financial reports do not need to be modified.

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
24	That the District negotiate with Moss Adams LLP a three-year extension to their current agreement to prepare Proposition 39 school construction performance audits for FY2020, FY2021 and FY2022. Further, that the audit objectives include compliance, effectiveness and results.	01.13.20	REJECTED
25	That the District submit the following financial reports to the CBOC on the frequency displayed in the table below:	03.09.20	DONE
25 Table	REPORT TITLE		FREQUENCY
	• Consolidated Budget Status Report (Colbi) • Consolidated Budget Status Report ~ 2016 Master Plan Projects (Colbi) • Bond Program Spending to Date by Site (Report #2) • Bond Program Financial Status (Report #13) • Financial Impact of Report #13 Analysis (Report #13A) • A/P (Accounts Payable) Check List • Bond Program KPI Summary (Report #1) • Report #13A Annual Variance		Monthly Monthly Monthly Monthly Monthly Monthly Annually Annually

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
26	The CBOC supports the staff recommendation that an RFP be issued for Proposition 39 school bond performance audit services for FY2020 through 2022. The audit scope should include compliance (California Guide for Annual Audits, Appendix A) and program effectiveness and results (Government Auditing Standards 2018 Revision, section 1.22 a).	05.11.20	Needs Response
27	That an RFP be solicited for performance audit services to verify the 29 forensic investigation recommendations that were not verified in the Moss Adams. LLP Phase 1 report and are not covered in their Phase 2 Report contract.	05.11.20	Needs Response
28	That FY2021 salaries and benefits charged to Fund 21 Building Fund shall have a beneficial relationship to the Bond Program and be supported by a timekeeping system reviewed by the District's independent performance auditor.	05.11.20	Done

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
29	That Board of Education support these Little Hoover Commission legislative changes to enhance the independence of the CBOC and provide authority for CBOC "best practices": • effectiveness and results performance audits. • advise on selection of auditors. • change appointment authority for CBOC members. • CBOC budgets. • CBOC website	06.08.20	Yet to be addressed
30	Request District to provide to the CBOC responses to FY2019 performance audit recommendations as required by Ed Code Section 15280(a)(2).	07.13.20	Not completed by 06.30.20 legal deadline
31	A Five-Year Capital Budget should be prepared annually as part of each Master Plan Update.	08.10.20	Needs Response
32	2020 Measure R bond measure language cannot be used as the basis for effective bond oversight; therefore, the Board has not implemented 2016 Forensic Accounting Investigation recommendation on this matter.	08.10.20	Needs Response

West Contra Costa Unified School District
Citizens' Bond Oversight Committee
CBOC Approved Recommendations
05.17.21

Item No.	Recommendation	Date CBOC Approved	District's Response
33	That the District provide to the CBOC a monthly report on the status of the Lead Internal Auditor's review of the implementation of forensic accounting investigation recommendations in the following format, including a listing of the specific recommendations reviewed, beginning with October 2020: • Balance to review beginning of month (77) • Reviewed this month • Balance to review end of month:	10.19.20	
34	Board Bylaw 9270 Conflict of Interest be amended in synch with Forensic Accounting Investigation Recommendation.	01.11.21	No Response
35	Appoint CBOC Representative to Forensic Investigation Implementation Task Force	01.11.21	No Response
36	Schedule 2021 Joint Board/CBOC meetings.	01.11.21	No Response
37	Upon request provide copies of invoice in the next agenda packet	01.11.21	Agreed



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

ATTENDANCE REPORT for PREVIOUS 12 MONTHS 05.17.21

	2020								2021				
	6/8	7/13	8/10	9/14	9/30	10/19	11/09	12/14	01/08	02/12	03/08	04/01	04/12
John Anderson													
Ken Burns		UA	UA	UA	UA	UA							
Maisha Cole			EA							EA	UA	EA	
Sallie DeWitt													
Guadalupe Enllana				UA			EA						UA
Don Gosney													
Vanessa Hill													
Lorraine Humes													EA
Anton Jungherr													
Cameron Moore													
Joseph Camacho												UA	
BOE Liason*	UA	UA	UA	UA	UA	UA	UA						

Key Codes:

EA = Excused Absence (contacted CBOC Chair or Secretary in advance of absence)

UA = Unexcused Absence (absent but did not contact CBOC Chair or Secretary in advance of absence)

TOO MANY ABSENCES – Too many absences (≥ 5 absences)

WARNING OF ABSENCES – Warning on absences (4 absences)

* No Board Liaison appointed after 12/11/20



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
 Guadalupe Enllana Don Gosney John Anderson
 Vice Chairperson Chairperson Secretary

CITIZENS' BOND OVERSIGHT COMMITTEE
MEMBERSHIP ROSTER
05/17/21

Categories per BP 7214.2 Effective December 9, 2015					
#	Category	Name	Term Start Date	Term Ends	Term #
1	Business Organization*	Sallie DeWitt	03/24/21	03/23/23	3
2	Senior Citizen Organization*	Don Gosney	05/24/19	05/23/21	3
3	Taxpayers Organization*	Lorraine Humes	03/24/21	03/23/23	2
4	Parent or Guardian*	Joseph Camacho	03/24/21	03/23/23	1
5	Parent or Guardian & PTA*	Maisha Cole	06/10/20	06/09/22	1
6	El Cerrito Resident	Vacant	—	—	—
7	Hercules Resident	Vacant	—	—	—
8	Pinole Resident	Vacant	—	—	—
9	Richmond Resident	Guadalupe Enllana	08/07/19	08/06/21	1
10	Richmond Resident	John Anderson	06/10/20	06/09/22	1
11	Richmond Resident	Vacant	—	—	—
12	San Pablo Resident	Vacant	—	—	—
13	Unincorporated Area Resident	Vacant	—	—	—
14	Unincorporated Area Resident	Vacant	—	—	—
15	Building Trades Council	Vacant	—	—	—
16	WCCUSD Employee Unions**	Vacant	—	—	—
17	WCCUSD Student	Vacant	—	—	—

The Proposition 39 WCCUSD CBOC was established by the Board of Education on April 9, 2003. All appointments are made by the Board of Education per BP 7214.2. Terms are for two (2) years with a maximum of three consecutive two (2) year terms.

The date appointments were approved by the Board of Education is the same as the "Term Start" date.

* Legally required category under Proposition 39, California Education Code Section 15282 (a).

**One member, who is not a current WCCUSD employee, representing the five WCCUSD employee unions: United Teachers of Richmond, Teamsters Local 856, School Supervisors Association, West Contra Costa Administrators Association and Adult School Teachers United.

Don Gosney



Mister Phillips, President ~ WCCUSD Board of Education
Jamela Smith Folds, Clerk ~ WCCUSD Board of Education
Otheree Christian, Trustee ~ WCCUSD Board of Education
Leslie Reckler, Trustee ~ WCCUSD Board of Education
Demetrio Gonzalez-Hoy, Trustee ~ WCCUSD Board of Education

May 5, 2021

Re: CBOC Application

I am quickly approaching the end of my term on the WCCUSD Citizens' Bond Oversight Committee and would like to continue to serve. Considering the extremely few members of our community that have stepped up to serve on this important oversight body, and considering the fact that not only have I put in a tremendous amount of time on the Bond Program since 1998, and also considering that there are few people that know more about our Bond Program than I do, I believe it would behoove the Board, the District and the community to see me returned to the CBOC.

Even though no one on this Board served during the turbulent years, I hope that you know me well enough to trust me when I tell you that you DO NOT want another Grand Jury investigation (already being pushed). You DO NOT want to invite the District Attorney, the State Attorney General, the IRS, the FBI and the SEC back into your house to look under every rug and into every crevice looking for the slightest impropriety (real or perceived). And you NEVER want to invite Dan Borenstein to print an editorial about how the WCCUSD is stealing from the public, is mishandling tax dollars and is mismanaging the Bond Program. He doesn't have to be right—he has more ink than you do. And when any of this happens, try to imagine what happens to the bond ratings and how much more this will cost the District in premiums when we sell bonds.

A strong CBOC with the right leadership can make your lives so much easier.

There are obstacles that some members of the Board and Staff see as impassable but I (and others) disagree. **Please review the following so you can find a way to allow dedicated volunteers (like myself and Anton Jungherr) to continue in this capacity.**

Life is not about waiting for the storm to pass.....it's about learning how to dance in the rain



D O N G O S N E Y

I would like for you to keep one thing in mind during your consideration:

WHAT IS THE GOAL HERE?

Is it the Board's goal to find the best qualified and dedicated members of the community to serve West County or is the goal to find ways to exclude qualified volunteers from serving the best interests of the community?

There are two viable options I would like for you to consider:

- One calls for waiting “a reasonable amount of time” from the end of one term to the beginning of the next term.
- The second calls for the creation of a new CBOC for Measure R and then merging the previous CBOC into it.

Below are arguments for both.

A REASONABLE AMOUNT OF TIME

The California Education Code currently says that applicants may be appointed to serve on Bond Oversight Committees for three consecutive terms of at least two years. This is not a lifetime ban on serving again at a later time—just that there is a limitation on consecutive terms. The independent CBOC legal advisor—Adam Ferber—has opined that his research allows for a reappointment to a CBOC “after a reasonable amount of time”. What constitutes a reasonable amount of time is the big question.

His research also shows that Prop 39 calls for a minimum term of two years but the Board could amend their Board Policy to increase that term to three or four years—thus eliminating the problem our CBOC has faced since inception.

Let's keep in mind that we have never really had a swarm of applicants to serve.

The only real stumbling block are the restrictions the Board has placed on representation. If there is only one person representing Anywhere, USA and the two best applicants reside in that city, then one has to sit out until that spot becomes available in 6 or more years. That held me off of the CBOC for four years between my first terms and my second.

Tis Board has it within its power and authority to determine what a reasonable amount of time is. Is it a week, a year, a decade? Go back to that question asked above: **who is best served by keeping qualified volunteers off of the CBOC?** [To answer that question, we have had Board members and Staff that wanted unfettered control over the Bond Program and have tried every means possible to keep some people off of the CBOC.]

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D O N G O S N E Y

If the Board wants to find a way to meet the Prop 39 obligations and best serve this community, they'll find a way to allow qualified and dedicated volunteers to serve.

So you know, here is what Mr. Ferber wrote on this matter:

Education Code Section 15282(a) provides, in pertinent part: "The citizens' oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms."

You observed, due to legislation that limits appointments of CBOC members to certain specified groups of constituents, that there is a very thin pool of applicants for CBOC appointments, and it is extremely difficult to fill a spot vacated by a member who has "termed out." It would be preferable, to ensure a full complement of CBOC members if, consistent with law and Board Policy, the effective tenures of sitting members could be extended.

In that light, you asked these questions:

1. Are CBOC members limited to serving only three consecutive two-year terms (6 years)? Is this a lifetime ban on serving again?
2. Can CBOC'ers apply again after their three consecutive two-year terms?
3. If they can, how much time is needed to separate one period of three consecutive two-year terms from the next?

As we discussed, and as you might imagine, there is scant guidance on your precise questions. Although my research was not exhaustive - I can continue to research if you'd like - we discussed the following:

1. Are CBOC members limited to serving only three consecutive two-year terms (6 years)? Is this a lifetime ban on serving again?

Based on the research I've conducted to this point, I believe that CBOC members are not limited to serving only three consecutive two-year terms, and the language of Education Code Section 15282 does not impose a lifetime ban on additional service. Had the legislature intended a lifetime ban on service after six years, I believe that it could have accomplished that intention simply by deleting the word "consecutive" from Section 15282(a). This would have the effect of decisively prohibiting any service beyond a total of six years (or three times whatever term a Board of Education established in excess of the minimum of two years.)

In *Legislature v Eu*, (1991) 54 Cal. 3d 493, the California Supreme Court interpreted then Article V, Section 2 of the California Constitution. Section 2 imposed absolute term limits on various elected and appointed State officials. Section 2 did not contain the word "consecutive" or any other modifier to the prohibition. (The current Section 2 reads: "No Governor shall serve more than 2 terms.") In my opinion, had the State Legislature intended a complete ban on CBOC member service beyond three consecutive terms, it would have enacted language similar to Section 2's.

2. Can CBOC'ers apply again after their three consecutive two-year terms? 3. If they can, how much time is needed to separate one period of three consecutive two-year terms from the next?

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D O N G O S N E Y

“Reasonableness”

Absent anything more authoritative, resort to general rules of statutory construction is reasonable in this instance. In particular,

If there is no ambiguity in the language of the statute or a constitutional provision, then the legislature (or, in this case, the electorate) is presumed to have meant what it said, and the plain meaning of the language governs. If the words used unequivocally express the legislature’s intent, that intent is controlling. The meaning of a statute, in the first instance, must be sought in the language in which the statute is framed, and if that is plain, the sole function of the courts is to enforce it according to its terms. Thus, where no ambiguity exists, and the language permits only one construction, the intent of the legislature in enacting a statute is to be gathered from the words and language employed read as a whole, according to the usual and ordinary import of the language employed, and in context with the nature and obvious purpose of the statute without further judicial construction.

The prohibition contained in Section 15282 is limited to the number of consecutive two-terms. It does not contain either an absolute prohibition to further service. It does not specify a fixed hiatus between one period of consecutive terms and another. In that light, it could reasonably be construed to mean that a “reasonable” hiatus will suffice. What would constitute “reasonable” is uncertain.

Mr. Ferber goes on to say that it is within the Board’s discretion to expand on the length of a term above two years as long as it is a minimum of two years.

MEASURE R CBOC

The people of West County recently passed Measure R—a \$575 million school bond tax. One of the requirements included the establishment of a Citizens’ Bond Oversight Committee—which the Board accomplished when they passed Resolution 83-1920 on April 8th, 2020.

Ed Code Section 15278 reads as follows:

(a) If a bond measure authorized pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution is approved, the governing board of the school district or community college **shall establish and appoint members to an independent citizens’ oversight committee, pursuant to Section 15282, within 60 days** of the date that the governing board enters the election results on its minutes pursuant to Section 15274.

On April 8th, 2020, the Board passed Res 82-1920—establishing a CBOC within the 60 day period and appointing members to this CBOC.

That resolution created a Measure R CBOC—AS REQUIRED BY LAW.

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D O N G O S N E Y

District staff and at least one Board member is saying that it does not create a Measure R CBOC. They can't have it both ways. They've either created a Measure R CBOC—**AS REQUIRED BY LAW**—or they haven't—**AND THEY'RE IN VIOLATION OF THE LAW.**

I've attached a copy of the resolution for your review. Typically, a resolution is full of "whereas's" which are arguments supporting what's in the "resolved" section. In this resolution, however, the resolved says **"Section 1. All of the foregoing recitals are true and correct."** That means that everything that was included in the "whereas" section is true. Except, in this case, it wasn't. In particular, in one of the whereas' there's a list of the bond measures that fall under the auspices of the CBOC.

It reads:: **"the District Board has heretofore established and confirmed the Citizens' Bond Oversight Committee (the "Committee") to oversee the expenditures of proceeds of general obligation bonds issued pursuant to the Prior Proposition 39 Authorizations including on November 7, 2000, March 5, 2002, November 8, 2005, June 8, 2010, and November 6, 2012;"**. The problem here is that the November 7, 2000 bond measure was passed at the same time as Prop 39 (which created CBOC's). That bond measure was certified prior to the requirement of a CBOC went into effect. A minor—and likely unintentional—mistake but a mistake nonetheless. In the previous 'whereas' the bond measures were listed and the June 2, 1998 bond measure was listed—thus suggesting to everyone that this measure might also be a Prop 39 bond measure—which it was not.

Since a Measure R CBOC has been created, there is no reason why the Board cannot merge the two remaining bond measures (2010 Measure D and 2012 Measure E) **into the new Measure R CBOC.** What staff has tried to do is merge the new Measure R CBOC into the old CBOC. Normally, there would be nothing wrong with that but, for our purposes, it works against the best interests of this community.

We have been told that because they previously merged the new into the old, they have to do it now, too. Didn't we use to educate our kids by requiring them to physically attend a classroom? Didn't we require our Board meetings to be live and in person? Things change and we have to change when it behooves us to change.

Dave Casnocha (of Stradling Yocca Carlson & Rauth) is arguably the most preeminent bond counsel in California. In a presentation to one of his clients, the City College of San Francisco (CCSF), he pointed out that **"...of the 1,000 school districts I've probably been bond counsel to over 500 of the thousand school districts in the state."** It sounds as if he might know something of which he speaks.

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D O N G O S N E Y

He advised the CCSF CBOC that with their new bond measure, they could create a new CBOC and, by doing so, **it would restart the clock** when it comes to the term limitations of members serving on their CBOC. He also helped them to redraft their by-laws to address this. That section of their by-laws reads:

“Members who have previously served on the 2001 Proposition A or 2005 Proposition A Committee shall be permitted to serve on the Committee and, if appointed by the Board, are entitled to serve three (3) new consecutive three (3) year terms from the date of their appointment.”

The City College of San Francisco has found a way to allow their dedicated and qualified volunteers to serve their community. Is there any reason why the WCCUSD Board of Education cannot follow their lead?

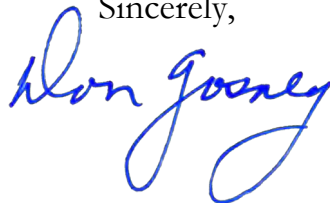
I don't know whether this would require a simple motion or a resolution but if the Board has the will to make this happen, I'm confident that it can happen.

BOARD POLICY

With a new Measure R CBOC, this would be a perfect opportunity to draft a new Board Policy 7214.2. There are tons of problems with the current BP that staff, the CBOC and the one holdover from the previous Board would love to see amended. This would be a great time to make this happen. I would be more than willing to work with everyone to produce the first draft.

Opportunities abound but we need a Board of Education willing to step forward to embrace ideas they might not have considered before. I'm confident that we have such a Board. I invite you to please reach out so we can figure out how to make this happen. Staff has been telling us for more than nine months that they're on top of this but things are none the better. As a matter of fact, things have gone downhill. We have numerous applications that have sat unprocessed. Isn't it time to provide this community with the bond oversight committee they deserve and demand?

Sincerely,



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RESOLUTION NO. 83-1920
RESOLUTION OF THE BOARD OF EDUCATION
OF WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
APPOINTING THE CITIZENS' BOND OVERSIGHT COMMITTEE
FOR GENERAL OBLIGATION BONDS AUTHORIZED PURSUANT
TO MEASURE R

WHEREAS: the issuance of not to exceed \$575,000,000 aggregate principal amount of general obligation bonds of the West Contra Costa Unified School District (the "District"), Contra Costa County (the "County"), State of California, was authorized at an election held in said District on March 3, 2020 (the "2020 Election"), the proceeds of which are to be used for the construction, reconstruction, rehabilitation and replacement of District facilities, including the furnishing or equipping of District facilities, or the acquisition or lease of real property for District facilities; and

WHEREAS: the Elections Division of the County Clerk-Recorder-Registrar of the County has certified to the effect that the official canvass of returns for the 2020 Election reflected that more than fifty-five percent (55%) of the votes cast on the District's bond measure submitted to the voters at the 2020 Election (the "2020 Measure") were cast in favor of the 2020 Measure, resulting in its authorization (the "2020 Authorization"), and such result has been entered in the minutes of this Board of Education (the "District Board"); and

WHEREAS: the 2020 Election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 et seq. of the California Education Code ("Proposition 39"); and

WHEREAS: the District has previously received voter approval authorizing the issuance of general obligation bonds pursuant to other measures approved by the voters within the District at prior elections, including on June 2, 1998, November 7, 2000, March 5, 2002, November 8, 2005, June 8, 2010, and November 6, 2012

(collectively, the “Prior Authorizations” and, together with the 2020 Authorization, the “Authorizations”); and

WHEREAS: the District Board has heretofore established and confirmed the Citizens’ Bond Oversight Committee (the “Committee”) to oversee the expenditures of proceeds of general obligation bonds issued pursuant to the Prior Proposition 39 Authorizations including on November 7, 2000, March 5, 2002, November 8, 2005, June 8, 2010, and November 6, 2012; and

WHEREAS: the District Board hereby desires the Committee to oversee the expenditures of proceeds of general obligation bonds issued pursuant to the 2020 Authorization; and

WHEREAS: this District Board hereby desires to confirm the appointment of the current members of the Committee, which such Committee is comprised of at least seven (7) members of the community; and

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Education of the West Contra Costa Unified School District as follows:

Section 1. All of the foregoing recitals are true and correct.

Section 2. Appointment of Committee Members. The District Board hereby confirms the appointment of the persons listed on Exhibit A serving on the Committee for all general obligation bonds issued pursuant to the Authorizations.

Section 3. Authorization of Further Acts. The members of this District Board, the Superintendent, the Associate Superintendent, Business Services, any deputy or assistant to either of them, and all other staff or officers of the District are hereby authorized and directed, individually and collectively, to do any and all things necessary or advisable in order to effectuate the purposes of this Resolution.

Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption.

ADOPTED, SIGNED AND APPROVED this 8th day of April 2020, by the Board of Education of the West Contra Costa Unified School District of Contra Costa County, State of California, at a regular meeting held in Richmond, California, at a location freely accessible to the public:

EXHIBIT A

The following persons are members of the Citizens' Oversight Committee:

Name	Statutory Requirement Filled¹
Sallie DeWitt	Member Active in the Local Business Community
Don Gosney	Member Active in a Senior Citizen's Organization
Lorraine Humes	Member Active in a Bona-fide Taxpayer Organization
Vanessa Hill	Parent or Guardian of a Child who is Enrolled in the District
Cameron Moore	Parent or Guardian of a Child Enrolled in the District and Active in a Parent-Teacher Organization
Anton Jungherr	Member of the Community at Large Appointed by the Board
Guadalupe Enllana	Member of the Community at Large Appointed by the Board
VACANT	Member of the Community at Large Appointed by the Board

¹ Section 15278 of the California Education Code

05.20.20 CCSF CBOC BOND COUNSEL

David G. Casnocha ~Attorney at Law ~ Stradling's

I think I've told you all before that I've been a bond attorney for about 43 or 44 years. I represent nearly all of the community colleges—all the big community colleges—San Diego, Los Angeles, State Center, San Francisco, Peralta—most of, just about everyone.

And of the 1,000 school districts I've probably been bond counsel to over 500 of the thousand school districts in the state.

I have a certain amount of experience associated with general obligation bonds, bond financing and citizen oversight committees since the establishment of them became required by Article 13A and the passage of Proposition 39.

As the chair earlier said there has to be a committee established for Prop A 2020. I have prepared amended, and restated by-laws of the oversight committee, which would describe its responsibilities to extend over the 2001, the 2005, and the 2020 bond authorizations.

My advice to the District is that because we just had a bond campaign in which representations were made to the community about independent oversight, that the District has an obligation to publish a notice of a desire to take applications for service on the Bond Oversight Committee, that there has to be a process by which old members and new members have the opportunity to express an interest in being on the committee, that my advice has been as to the current members of the committee that you can be asked by the District, "Would you like to serve on the new oversight committee? and if so, we'll deem your prior application to have been resubmitted so that you don't have to fill out an application form again."

I think the District has an affirmative obligation to advertise and solicit applications from individuals to serve on the oversight committee because they promised to do that in connection with the new bond election. There will be taken to the board, I suspect now in August, a resolution to approve

05.20.20 CCSF CBOC BOND COUNSEL

David G. Casnocha ~Attorney at Law ~ Stradling's

amended and restated by-laws of the oversight committee. There'll be an application form that I'll prepare for applicants to submit.

As you know, the Bond Oversight Committee has to include at least seven members, and of those seven, at least five mandatory seats have to be represented among the members of the committee. That's not a detail that has been attended to closely enough in the past, so the 2020 committee is going to have to have designated seniors, taxpayer association membership, student representative, business representative, and whatever else is required designated in the application form.

Some of you probably satisfy the mandatory seats, but you're not identified as having filled the senior seat, the business seat, the taxpayer's seat, the student's seat.

The reformation of that committee is going to start in August. If any of you want the opportunity to continue to serve, you raise your hand, you tell whoever at the District is responsible for paying attention to this, and those applications will be deemed resubmitted. The Chancellor then takes the applications, reviews them, and whatever process the then Chancellor wants to take is up to him or her. The Chancellor will make a recommendation to the Board, I don't know when, Septemberish, sometime after the by-laws have been approved, and after the application period has passed, they'll have a recommendation to the Board for appointments to the oversight committee.

We characterize the reformation that these oversight committees when a new bond authorization has been added as a new committee for purposes of no more than three consecutive two-year terms.

If you have been serving on the existing committee for five years, and normally you'd be then going off because you can't serve more than three consecutive two-year terms, we deemed the new committee to be a new committee for purposes of service in part in recognition that it's very hard

05.20.20 CCSF CBOC BOND COUNSEL

David G. Casnocha ~Attorney at Law ~ Stradling's

to get participation on Bond Oversight Committees, and so we want to encourage those that are interested to serve as their interests are reflected.

That's what we're going to do. All of you may come back. None of you may come back. Some of you may come back. It's up to the Board of Trustees to appoint members to the new committee, and I would guess that would take place in the fall.

Stradling

Attorneys at Law



David G. Casnocha Shareholder

San Francisco

P: (415) 283-2241

F: (415) 283-1444

E: dcasnocha@sycr.com

David G. Casnocha is the managing shareholder of Stradling's San Francisco office and a former member of the firm's board of directors.

David has practiced in public finance for more than 43 years and serves as bond and disclosure counsel to public agencies and underwriter's counsel to both national and regional investment banking firms. He also has served as bond counsel to more than 500 school and community college districts in California.

He has particular experience in:

- Primary and secondary school district financings
- General obligation bonds
- Bond anticipation notes
- Certificates of participation
- Lease financing
- Tax and revenue anticipation notes

In addition, David has represented the California Education Facilities Authority on numerous private university financings and represents a range of nonprofit corporations that incur tax-exempt debt to finance their charitable purposes.

As bond counsel to the California League of Community Colleges, he has helped design tax-exempt

pool financings for tax and revenue anticipation notes, lease revenue bonds, solar energy projects, and student and faculty housing.

David also served as bond counsel on Other Post-Employment Benefit bond issues. He is experienced in a range of revenue bond financings for water, sewer and a variety of other enterprise systems.

David is also a popular speaker at a variety of trade association conferences, including:

- Community College Facility Coalition
- California Association of Independent Schools
- Association of College Business Officials
- California Association of School Business Officials
- Coalition for Adequate School Housing
- California School Boards Association
- California Debt and Investment Advisory Commission

Honors

David is especially proud to have been named "Dusty Baker Manager of the Year" by the San Francisco Recreation and Parks Department Youth Baseball Program.

Education

Cornell University, J.D., 1976

Claremont Men's College, B.A., 1973, summa cum laude

Bar Admissions

California

Related Practices

Public Law

Public Finance

Disclosure Counsel

K-14 Education

Nonprofit 501(c)(3)

EXHIBIT A

The following persons are members of the Citizens' Oversight Committee:

<u>Name</u>	<u>Statutory Requirement Filled¹</u>
Sallie DeWitt	Member Active in the Local Business Community
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¹ Section 15278 of the California Education Code



WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

Guadalupe Enllana Don Gosney John Anderson
 Vice Chairperson Chairperson Secretary

MEMBERSHIP APPLICATION

COMMITTEE'S PURPOSE

"The purpose of the Committee is to inform the public concerning the expenditures and uses of bond revenues. The Committee's legal charge is to actively review and report on the expenditures of taxpayer's money for school construction." WCCUSD Board Policy BP 7214.2

APPLICATION INSTRUCTIONS

Please complete and submit this Membership Application with a current resume and a personal statement explaining why you want to serve on the Citizens' Bond Oversight Committee and what special areas of expertise or experience that you think would be helpful to the Committee.

Please submit the completed Membership Application and supporting documents to Senior Administrative Assistant Silvia Garfield at sgarfield@wccusd.net and CBOC Chair Don Gosney at dongosney@comcast.net

Name Don Gosney	Home Address [REDACTED] Richmond, CA 94805
Home Phone (510) [REDACTED]	Mobile Phone (510) [REDACTED] Email [REDACTED]

GENERAL MEMBERSHIP REQUIREMENTS	YES	NO
Do you live or work within the boundaries of the WCCUSD?	✓	
Are you an elected official?		✓
Are you an employee or official of the WCCUSD? (No employee or official shall be appointed to the CBOC.)		✓
Are you a vendor, contractor or consultant of the WCCUSD? (None shall be appointed to the CBOC.)		✓
Can you serve a full two year term?	✓	
Can you attend monthly CBOC meetings (normally held at 6:15 PM at the Facilities Operations Center at 1400 Marina Way South, Richmond, CA?)	✓	
Do you know of any reason such as a potential conflict of interest, which would adversely affect your ability to serve on the CBOC?		✓

SUBCOMMITTEES YOU WOULD LIKE TO SERVE ON			
ALL CBOC MEMBERS ARE REQUIRED TO SERVE ON AT LEAST ONE SUBCOMMITTEE			
	Annual Report	✓	By-Laws
	Audit (Financial and Performance)	✓	Site Tours
✓	Web Site	✓	Training

WCCUSD

CITIZEN'S BOND OVERSIGHT COMMITTEE

MEMBERSHIP APPLICATION

SPECIFIC MEMBERSHIP REQUIREMENTS (CHECK CATEGORY YOU ARE APPLYING FOR)		
✓	CATEGORY	QUALIFIER
REQUIRED BY PROPOSITION 39		
	Business Organization (1 position)	One member shall be active in a business organization representing the business community located within the District
✓	Senior Citizen Organization (1 position)	One member shall be active in an Approved Senior Citizen Organization
	Taxpayer Organization (1 position)	One member of a bona fide Taxpayer Organization
	Parent or Guardian (1 position)	Parent or Guardian of a current WCCUSD student
	Parent or Guardian AND PTA (1 position)	Parent or Guardian of a current WCCUSD student AND a member of a PTA Organization
PER BOARD POLICY		
	El Cerrito (1 position)	Resident of El Cerrito
	Hercules (1 position)	Resident of Hercules
	Pinole (1 position)	Resident of Pinole
	Richmond (3 positions)	Resident of Richmond
	San Pablo (1 position)	Resident of San Pablo
	Unincorporated Areas (2 positions)	Resident of Unincorporated Areas
	Contra Costa Building Trades Council (1 position)	Member of an Affiliated Union
	WCCUSD Employees Unions (1 position)	Member of an Affiliated Union
	WCCUSD Student (1 position)	Current WCCUSD Student

Most CBOC documents are available on the CBOC's website at
<http://www.wccusd-bond-oversight.com>
 including agendas, minutes, membership by categories, audit reports, Board of Education Policy BP 7214.2, CBOC By-Laws, audio records of meetings, subcommittee documents, annual reports, bond measures etc.

✓	MEMBERSHIP APPLICATION CHECKLIST	✓
	Completed Application Form	Current Resume
	Personal Statement (Why do you want to serve on the CBOC and what areas of expertise or experience do you possess that will benefit the CBOC?)	
	Email everything to sgarfield@wccusd.net AND dongosney@comcast.net	

SELECTION PROCESS

Applicants will be interviewed by the Facilities Subcommittee which shall make recommendations based on merit to the Board of Education for appointment to the CBOC. Application Packages will be included in Board and Facilities Subcommittee Agenda Packets prior to a public review and determination by the Board of Education to appoint the Committee members. The Committee **must** consist of at least seven members but the Board intends the Committee to consist of 17 members (per Board Policy 7214.2)

SIGNATURE OF APPLICANT	
By signature, the Membership Application answers, current resume and personal statement are true and complete to the best of my knowledge.	
Name <i>Don Jooney</i>	Date 05/05/21

Don Gosney



WCCUSD CBOC APPLICATION RESUME

- Resident of this District for 57 years
- Proud graduate of Kennedy HS (1972) when it was one of the best schools in the country
- Have worked on the Bond Program since it was still in its planning stages nearly 23 years ago
- Admitted to UC Berkeley with Honors at Entrance when I was 16 years old (studied theoretical physics)
- Have been involved with the WCCUSD in one way or another for more than 53 years
- Have worked in heavy construction for 51 years
- Retired President of the Steamfitters Local 342
- Served as a delegate to the Contra Costa Central Labor Council for 31 years (9 years on Executive Board)
- Served in positions of senior management for many local construction companies (including 17 years with Bechtel Construction—the largest construction company in the world)
- Am recognized as an expert in the field of industrial safety
- Routinely testify in asbestos lawsuits (against the people who tried to kill me, my family and my friends)
- Have lectured the UC Berkeley Graduate School of Journalism on how to report on industrial safety
- Served on the CBOC for two terms (before being termed out) and an additional six years since
- Currently serving on the CBOC (6 years)
- Currently serving as CBOC Chair (41 months)
- Co-Chaired the CBOC Audit Subcommittee
- Chaired the CBOC By-Laws Committee

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D O N G O S N E Y

- Chaired the CBOC Web Site Committee
- Chaired the Site Visit Committee
- Served on the CBOC Nystrom Ad Hoc Committee
- Led the team to select and negotiate the contracts for the auditors (both financial and performance) significantly reducing the cost to the District for both
- Served on the Long Range Facilities Master Plan Prioritization Committee
- Served on the committee to interview candidates for the position of Associate Superintendent Facilities, Maintenance and Bond
- As CBOC Chair, I prepare the agenda packets (saving the District a substantial sum of money)
- Am intimately familiar with parliamentary law required to productively run a meeting
- Am intimately familiar with construction techniques which allows me the ability to see issues that lesser trained persons might not see
- Am intimately familiar with construction safety allowing me to help to ensure that the District—and the Bond Program—does not incur unnecessary risks due to a poor safety record by the District's contractors
- While opinionated, I can still work hand in hand with others with a differing train of thought so a diverse set of viewpoints can be considered
- No one can ever accuse me of being a seat-warmer. My input is put out for consideration and will be heard.
- I have a good working relationship with many of the area's elected and community Leaders

WHY DO I WANT TO SERVE?

Giving back to my community was ingrained into my psyche from a young age. As one of the Administrators of the Ivy League Connection Scholarship Program, we embedded in each of the 343 scholarship awardees—plus the many hundreds that were not selected—that giving back to our community is more than just a graduation requirement.

In spite of what some elected leaders may try to say about how this community's great strength is their diversity and how it's a community that works so well together, the truth is just the opposite. We have communities that are battling each other fighting over the remaining bond funds. Each of those communities

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D O N G O S N E Y

seems to care only for their own community at the expense of the rest of the District. We even had that kind of division on the CBOC with a core group that stood as a block in support of their beliefs and sometimes worked to silence those with opposing viewpoints. As CBOC Chair I've prioritized ensuring that everyone—no matter what their point of view—has a seat and a voice at the table.

The CBOC needs a diverse group of representatives that can represent the District as a whole—even if it means that a CBOC member's own community suffers.

Whether it's the priority list included in the new Facilities Master Plan, the Forensic Audit that is eating up precious bond funds, or the argument on whether bond funds should be used for charter schools, doesn't the public deserve representatives that will look at all sides of an issue—that will stand up for those that cannot stand for themselves and be their voice? In my everyday life, as well as my service on various boards and commissions, fairness is paramount.

The CBOC is the wrong place for community representatives to simply sit and listen. The community needs proactive representatives on the CBOC. No one can ever accuse me of being a seat warmer and sitting silently when the situation demands that a voice be heard.

My own mortality is up in the air these days but on the off chance that I live for another 30-40 years—and get to pay for the bonds used to rebuild our failing infrastructure for the rest of my life—I'd like to know that the money was well spent, that the facilities are top of the line and have been designed and built to outlast the repayment schedule.

I believe that our students deserve more than just a box of a building. I believe that when our students and our community are proud of their schools that the community flourishes and likewise the students. Rather than a bare bones box of a school, I'd like some grandeur—something the community can stand back and admire—something that other communities envy.

Before the Bond Program was even initiated, I toured El Cerrito HS where we were not even allowed to enter the buildings because the District's attorneys and insurers would not allow anyone to enter that did not have a legal right or requirement to be inside. It just wasn't safe—the buildings were falling down. Yet the students and teachers were still required to go inside.

Life is not about waiting for the storm to pass.....it's about learning how to dance in the rain

D O N G O S N E Y

I toured Peres Elementary where, even if there had been electricity to power the lights, it would have been unnecessary. There was plenty of light coming in through the holes in the roof. Unfortunately, it was raining outside so the students had to move their desks around to keep the rain from coming through those holes onto their heads. It was almost as if it was ‘bring your pet to school day’—there were so many rats running around that I’d almost bet the kids had named them. The visible black mold and the exposed asbestos was scary.

Why should we send our kids to schools like these? How can we expect them to get a decent education when the facilities themselves prevent them from being properly educated?

I’d like to think that my participation on the CBOC might help to ensure that our students get the finest educational facility that we can afford and that ALL students and taxpayers are treated fairly and equally.

WHAT AM I PROUD OF AND WHAT’S LEFT

- I’m proud of the new agenda packets that I’ve put together for the CBOC meetings where the public can easily access the items contained therein.
- I’m proud of the fact that the agenda packets are easily archivable.
- I’m proud that the CBOC can provide audio and/or video recordings of their meetings.
- I’m proud of the fact that everyone is invited to sit at the table and participate in the CBOC meetings.
- I’m proud of the fact that, as CBOC Chair, everyone has a chance to speak without being silenced (no clocks in their faces).
- I’m proud of the fact that, as Chair, at every opportunity I’ve provided reports about what’s going on with the CBOC.
- I’m proud of my efforts to convince a reluctant Board of the need for joint meetings with the CBOC.
- I’m proud of the outreach to the community to keep the public informed about what the District is doing with their tax dollars—even if the District has been lax in that arena.
- I’m proud of the quality of the CBOC Annual Reports that have been produced during my time on the CBOC.
- I’m proud of the stellar work that the CBOC Audit Subcommittee has done to investigate to Bond Program finances.

Life is not about waiting for the storm to pass.....it's about learning how to dance in the rain

D O N G O S N E Y

- I'm proud of the CBOC's outreach to solicit community input on the CBOC.
- I'm proud of our efforts to solicit diverse applicants to serve on the CBOC.
- I'm proud of the efforts made to work closely with District Staff and Board members—even when we disagree.
- I'm proud of the strength and determination of the CBOC members to ensure that the public's needs are represented and considered by the people who have the power and authority to spend billions of taxpayer dollars on the Bond Program.
- We need to do a better job of forging alliances with District Staff and the Board so we're seen as partners and not adversaries.
- We need to do a better job of getting the word out to the public about what's happening with the Bond Program.
- We need to do a better job of attracting and processing applicants to join the CBOC.
- We need to do a better job of keeping the politics away from the work of the CBOC.
- We need to do a better job in training new CBOC members about the work of the CBOC, the Brown Act, how audits work, the function and limitations of the CBOC and where the CBOC fits with the work of the Board and the District.
- We need to do a better job of understanding and promoting equal rights when it comes to the distribution of Bond Program funds.

A handwritten signature in blue ink that reads "Don Gosney". The signature is written in a cursive, flowing style with a large loop at the end of the last name.

Life is not about waiting for the storm to pass.....it's about learning how to dance in the rain



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
Guadalupe Enllana Don Gosney John Anderson
Vice Chairperson Chairperson Secretary

Mister Phillips, WCCUSD Facilities Committee Chair
Otheree Christian, WCCUSD Facilities Committee

May 13, 2021

Dear Chairman Phillips and Trustee Christian,

The CBOC members have some questions about the status of membership on the committee.

At your Facilities Committee meeting on March 17, 2021, you scheduled four interviews with applicants for membership on the CBOC: Sallie DeWitt, Lorraine Humes, Maisha Cole, and Joseph Camacho.

Sallie DeWitt and Lorraine Humes were applying for additional terms on the CBOC. In order that the CBOC has all five statutory representative slots filled, Maisha Cole was asking to be transferred from her present Parent/Guardian Representative slot to become the Parent/Guardian and PTA Representative for our committee (a recently vacated statutory position). Finally, Joseph Camacho was applying to be the Representative from the Unincorporated Section of the school district.

Since you did not schedule interviews for the following applicants, we would like to know the status of their applications:

- Anton Jungherr – applied to start his term as the Hercules City Representative under the Measure 'R' Bond. He was appointed to that term under WCCUSD Resolution No. 83-1920, passed by the School Board April 8, 2020.
- Jason Lindsey – applied for the Building Trades slot (a position that was vacated in November) on November 11, 2020
- Consuelo Lara – a former WCCUSD Trustee applied for the San Pablo City Resident slot on January 8, 2021

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

- Tom Panas – a former WCCUSD trustee and former CBOC member and CBOC Chair applied for the El Cerrito City Resident slot on January 10, 2021
- Guadalupe Enllana – a current CBOC member who applied on January 11, 2021. Guadalupe Enllana has an application in to transfer from her Richmond Resident slot to the statutory Parent or Guardian position. [Joseph Camacho's submitted application was for a seat representing the unincorporated areas of the WCCUSD but was altered when brought before the Facilities Committee so he was applying for the same seat that Ms. Enllana was applying to transfer to.]

Please note that the above applicants have applied for membership on the CBOC for from two to four months before your March meeting. To date they have not had an appointment to be interviewed or even been contacted by your committee.

The CBOC feels that we are very fortunate to have fellow citizens willing to volunteer, on behalf of the residents and taxpayers of West Contra Costa County, their time and effort to join us in independently monitoring the District's construction bond program. Consequently, we would like to ask you, what is your plan for dealing with their CBOC applications?

The four applicants that you did interview have not been notified, by your committee, that during the School Board's March 24th meeting their applications were approved by the Board, or have been told the date that their terms are to start. We thought that the Board might have planned to welcome them to the CBOC during our Joint meeting, on April 1st, but it was not on the agenda or mentioned during that meeting.

The CBOC realizes that the District is very busy in its efforts to get the schools open for students to return on April 19th but we do not want to lose

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

good applicants to our committee. Can you please tell the CBOC and the applicants what your plans are to proceed in this matter?

Thank you for your time.

Submitted on behalf of the CBOC by CBOC Chair Don Gosney.



The WCCUSD CBOC

(passed by a vote of 3 ayes, 0 nays, 1 abstention and 1 not in attendance on April 13, 2021)

05.13.21 Response to CBOC Letter to Facilities Committee

Subject: Re: Letter to Facilities Committee ~ CBOC Applications

Date: Thursday, May 13, 2021 at 10:00:04 AM Pacific Daylight Time

From: Mister Phillips

To: Don Gosney

CC: Luis Freese, Tony Wold, Otheree Christian, Matthew Duffy

Hi. Jungherr termed out. I believe Lindsey was invited to interview on Friday. I believe Lara withdrew her application. I don't have a comment on Panas. Enllana already has a seat. I hope this helps.

MP
Mister Phillips
Board President
West Contra Costa USD
1108 Bissell Ave
Richmond, CA 94801
(510) 307-7872

On Thursday, May 13, 2021, Don Gosney <dongosney@comcast.net> wrote:

Good morning.

At our last CBOC meeting a letter to the Facilities Committee was presented and approved asking for clarifications with regards to CBOC applications that have sat dormant for many months.

I've attached the letter here for your consideration and records.

Don Gosney

Chair~WCCUSD CBOC

929 Lassen Street

Richmond, CA 94805-1030

Phone: (510) 233-2060

Mobile (510) 685-2403

dongosney@comcast.net



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
Guadalupe Enllana Don Gosney John Anderson
Vice Chairperson Chairperson Secretary

CHAIR REPORT
Comments to Board of Education
at their meeting of
05.05.21

Spoken on Item B.14 (Public Comment)

This evening I'm speaking as the Chair of the Citizens' Bond Oversight Committee.

First I would like to invite the Board and the public to join us when we meet next at 2 PM on Monday the 17th of May.

We expect to receive reports on the finances of the Bond Program as well as updates on any ongoing projects. We hope to also see the latest draft of the 2020 Annual Report. We have some dedicated members of the CBOC who put in countless hours to ensure that there is a comprehensive record of what happened with the Bond Program during a given year.

None of us envies what you all have had to go through since being sworn in. Between the massive budget deficit you were saddled with, selecting a new Superintendent and the daunting task of finding a way to reopen our schools.

Understandably, the heavy lift you've undertaken, though, can be so overwhelming that many of the lesser issues get overlooked.

I need to bring one of them up just to remind you the problem is still there and needs to be addressed before it's past the point of no return.

We still have about \$650 million in bond funds available to be spent on repairing or replacing our aging and crumbling school facilities. You wouldn't have those funds at your discretion, though, if it wasn't for the

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

promise of an independent community oversight body as a part of the system of checks and balances.

To a large extent, the CBOC as this community has known it, will no longer exist very soon if action is not taken to keep it going at the highest level that this community has come to expect.

Given only 90 seconds I can't give you the details you need to know so I beg you to please reach out to me as soon as possible so I can help to illuminate you so you can take the appropriate action.

A handwritten signature in blue ink, appearing to read "Hon. Gooney". The signature is written in a cursive, flowing style.



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
Guadalupe Enllana Don Gosney John Anderson
Vice Chairperson Chairperson Secretary

CHAIR REPORT

Comments to Facilities Committee at their meeting of 05.014.21

Spoken on Item B.1 (Public Comment)

For the last time in the foreseeable future I come to you as the Chair of the Citizens' Bond Oversight Committee.

I've previously spoken on the need to pay special attention to the needs and demands of this community for an independent oversight of their Bond Program. I've also spoken and written about the need for the Board to open their minds to new options that will help to meet those goals.

I've sent you all a set of options and arguments for embracing them and legal opinions that validate them.

Please read them carefully and I invite you to speak with me on a personal level so we can find solutions to the problems that you may come to face in the very near future.

I encourage the full Board to have a discussion about these options. Please understand the distinction between an actual discussion where there is a back and forth dialogue and what we see at your meetings where you allow us 60 seconds to speak to you before you move on.

This District may be at an impasse very soon and this Board has the ability to prevent any problems before they become actual problems.



FREQUENTLY ASKED QUESTIONS

Welcome to the CABOC Help Desk. This resource is designed to provide guidance related to Citizens' Bond Oversight Committees formed for Proposition 39 school construction bonds.

Responses are intended to share CABOC opinions and expertise and are not intended as legal advice. If your matter calls for legal advice, you should consult legal counsel before acting on the resulting guidance.

The following section includes a list of frequently asked questions. Each question can be clicked on to view the corresponding answer.

What was the Origin of Citizen's Bond Oversight?

Proposition 39, officially titled the "Smaller Classes, Safer Schools and Financial Accountability Act," was approved by California voters in November 2000. It was difficult for most tax increase measures to receive the required two-thirds approval needed to issue general obligation bonds for school construction.

The effect of the proposition was to reduce the voter approval rate required for school districts to issue general obligation bonds from 66 2/3% to 55%. Proposition 39 limits the use of bond proceeds to school facilities projects listed or described in the language of the ballot measure approved by the voters.

Because of the lower voter approval requirement, Education Code Sections 15264-15282 contains provisions ensuring public oversight and accountability concerning the expenditure of facilities bond revenues. The district board is required to appoint a citizens' oversight committee within 60 days the school Governing Board records the results of the election in its minutes. (Education Code Section 15278 (a).)

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

Proposition 39

“On November 7, 2000, California voters reduced the voter approval threshold for school and community college district general obligation bonds from two-thirds (2/3) voter approval to 55% voter approval. Proposition 39 amends Article XVI, Section 18 of the California Constitution...to pay debt service on bonds issues for school construction with the approval of 55% of the votes cast.” The California Legislature, as part of the Proposition 39 implementation legislation, enacted Education Code Section 15278 which establishes Citizens’ Oversight Committees.

What is the legislative intent of School Bond Oversight?

The legislation that implemented Proposition 39 (Education Code Section 15264) had the following legislative intent (emphasis added):

- **Vigorous efforts** are undertaken to ensure that the expenditure of bond measures, including those authorized pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution, are in strict conformity with the law
- Taxpayers **directly participate** in the oversight of bond revenues
- The members of the oversight committees **promptly alert the public to any waste or improper expenditure of school construction bond money**
- Unauthorized expenditures of school bond revenues are **vigorously investigated**, and the courts are to act swiftly to restrain any improper expenditures

Bond oversight is supposed to be an active probing process.

What is the purpose of a Bond Oversight Committee?

The purpose of this committee is to inform the public concerning the expenditure of bond revenues. To fulfill this responsibility, the oversight

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

committee is expressly required “to actively review and report on the proper expenditure of taxpayers’ money for school construction” and to “verify that the funds are being spent only for authorized purposes.” The oversight committee must promptly alert the public to any waste or improper expenditure of bond revenue. (Education Code Section 15278 b)

What are the major Constitutional Requirements of a Bond Oversight Committee?

These requirements are as follows:

- 1) Determine whether a district is spending the bond monies for construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing, and equipping of school facilities, or the acquisition or lease of real property for school facilities.
 - 2) Advise the public as to whether a district is spending the bond monies for the purposes specified above and not for any other purpose, including teacher and administrator salaries and other school operating expenses
 - 3) Determine whether a district is spending the bond monies for the specific school facilities projects listed in the bond measure information given to the public prior to the vote.
 - 4) Receive and review copies of an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.
 - 5) Receive and review copies of an annual, independent financial audit of the proceeds from the sale of the bonds until all those proceeds have been expended for the school facilities projects (listed in the bond measure)
 - 6) In short, the Education Code requires the CBOC to review and report out to public whether the projects identified to be funded by the bond money is being spent as promised and efficiently and not for efforts which were not approved by the voters or for operating expenses.
-

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

What are the major rules and requirements for a Bond Oversight Committee?

The major requirements are as follows:

- 1) Prepare and publish an Annual Report
- 2) Hold meetings at least once a year.
- 3) Follow the Brown Act (e.g., Open and noticed meetings, published Agendas)
- 4) Consist of a minimum of seven members with five requirements as follows:
 - One-member active in a business organization representing the business community located within the district.
 - One-member active in a senior citizens' organization.
 - One-member active in a bona fide taxpayer's organization.
 - One member who is the parent or guardian of a child enrolled in the district: and (For Community College: student currently both enrolled and active in community college group.)
 - One member who is both a parent or guardian of a child enrolled in the district and active in a parent-teacher organization. (For Community College: member active in the support and organization of a community college or community colleges of the district.)
 - The remaining two members are "at large" community positions.
- 5) Receive and review Annual Performance and Financial Audits
- 6) Provide an Annual Compliance Opinion.

What does a Citizen's Bond Oversight Committee do?

The committee is the eyes and ears of the community to hold the school district accountable for the spending of bond funds authorized by the voters. It is an independent committee that sets its own agenda within the rules and regulations provided in its by-laws.

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

It reviews reports and information provided by the district. For the committee to be most effective, it must ask questions and receive complete and transparent responses from the school district. The committee reports to the public its findings including both positive observations about the efficiency and effectiveness of the district as well as areas for improvement.

What is expected of a Committee member?

The committee member should be prepared to read a moderate amount of written material, attend all meetings (subject to the normal exceptions such as illness or unavoidable conflicts), be attentive at the meetings, and not be shy in asking questions or inquiry about specific data and reports. While it is preferable for several members expertise in construction, municipal finance, public agency budgeting, project management or related field, it is not an absolute requirement for every member. Different perspectives such as senior representatives and taxpayer groups are on the committee. Common sense, an inquisitive mind, and commitment to ask questions are basic qualities of a good oversight member.

What can you expect at Bond Oversight Meetings?

There will be good deal of reports from staff on the progress of projects and information related to master planning, design, and construction. Issues of community concerns about school projects could also be discussed, so meetings are an opportunity to have the community directly participate in school governance.

What if I don't have a background in construction, municipal finance, public agency budgeting, project management or related field?

This is not absolute requirement for every member. A variety of views and any concerns need to be heard. Critical thinking and question asking are particularly important factors to make your volunteer experience valuable to the District and enjoyable as a volunteer.

What can be funded with bond proceeds and what is not permitted?

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

California Constitution, Article XIII A, Section 1 (b) (3), states the funding must be for “the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.” Bond Funds cannot be used for operating expenses such as teacher or general administrative salaries but can be used for the administration of the school construction process, including planning, design, engineering, and project management and control.

What can a Bond Oversight Committee member do when the District spends money on projects not authorized or are questionable in nature?

The Constitution requires that the bond measure contain a “specific list of projects to be funded”. The arguable intent of this language is the voter has a specific idea of how the money is to be spent and not be expended on undefined or “pet projects” of elected officials.

The dilemma facing those who oversee bond measures is that a ballot measure will often contain a list of projects (sometimes more than what can be funded with the amount of bonds) as well as a generic paragraph(s) that contain statements such as “repair, renovation upgrading, lighting and electrical systems, HVAC systems.....repair, renovation, modernization, and construction of new classrooms” without specific guidance on the location or dollar amount of expenditures.

These generic descriptions are often used to justify most any expenditure. For instance, the ballot language could state a school was to construct a “multipurpose room” and yet the actual project ended up being a “Performing Arts Center”. The problem is the law does not provide much teeth or force to prohibit such expenditures other than filing an injunction/restraining order pursuant to the [Waste Fraud and Prevention Action](#). (Education Code Section 15284)

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

Under the Waste Fraud and Prevention Act an injunction can be filed by any taxpayer who pays taxes with the school bond area. There are three main reasons for such an action:

- Expenditures that are not authorized by the Constitution such as payment of teacher or administrative salaries
- Expenditure on projects that were not authorized in the bond language presented to the voters
- Willfully failing to appoint a bond oversight committee that meets all the statutory requirements, such as not having a business, senior citizen, student, parent, or taxpayer representative.

The action seeks a restraining order to prevent expenditure of funds.

Can a School District dictate the Bylaws of a Bond Oversight Committee?

Bylaws are rules adopted for the regulation of a Citizens' Bond Oversight Committee's own actions.

There is nothing in current law to prohibit a School District from attempting to dictate how an Oversight Committee can operate. There is no known case law that has challenged the enactment of onerous and restrictive bylaws that run counter to the legislative intent of bond oversight.

However, the District must operate within the context of Education Code Sections 15264 to 15288.

There are five (5) basic requirements – The citizens' oversight committee shall advise the public as to whether a school district or community college district follows the requirements of the Education Code. This in simple terms is as follows:

1. Did the District spend on authorized purposes i.e., capital expenditures and not on teacher and administrator salaries and other operating expenses

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

2. Were expenditures made on projects specifically authorized by the voters?
3. Was there an Annual Financial Audit?
4. Was there an Annual Performance Audit?
5. Annual Report Required and Regular Reports Encouraged. *“The citizens’ oversight committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year.”*

In addition to these requirements of the Bond Oversight Committee, there are the following requirements of the School District:

Provide technical Assistance. *“The governing board of the district shall, without expending bond funds, provide the citizens’ oversight committee with any necessary technical assistance and shall provide administrative assistance in furtherance of its purpose and sufficient resources to publicize the conclusions of the citizens’ oversight committee.”*

Access to Audits. *“The governing board of the district shall provide the citizens’ oversight committee with responses to all findings, recommendations, and concerns addressed in the annual, independent financial and performance audits required by subparagraphs (C) and (D) of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution within three months of receiving the audits.”*

Maintenance of Public Records and Public Access. *“All citizens’ oversight committee proceedings shall be open to the public and notice to the public shall be provided in the same manner as the proceedings of the governing board of the district.”*

District Reporting Requirements. *Minutes of the proceedings of the citizens’ oversight committee and all documents received and reports issued shall be a matter of public record and be made available on an Internet Website maintained by the governing board of the district.*

Should the Bond Oversight Committee only get involved in the review of expenditures after they are made?

The short answer is “yes.”

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

Every approved Proposition 39 school bond measure (California Constitution November 2020 amendments to paragraph (3) of subdivision (b) of Article XIII A and subdivision (b) of Section 18 of Article XVI) requires the governing board to establish and appoint members to an independent Citizens' oversight committee. pursuant to Education Code Section 15282 within 60 days of the date that the governing enters the election results on its minutes.

Education Code Section 15278 (b) provides, "The purpose of the citizens' oversight committee shall be to inform the public concerning the expenditures of bond revenue. The citizens' oversight committee shall actively review and report on the proper expenditure of taxpayers' money for school construction."

Education Code Section 15278 (b) also provides that the citizens' oversight committee shall convene to provide oversight for:

- Ensuring that bond revenues are expended only for the purposes described in the California Constitution.
- Ensuring that no funds are used for any teacher or administrative salaries or other school operating expenses.

Education Code Section 15278 (b) contains an often-overlooked phrase "But not limited to". This phrase offers the possibility that a CBOC should look at accountability more broadly.

Can any operating costs be funded with bond proceeds?

The short answer is "no."

The Proposition 39 school bond amendments to the California Constitution specifically provide that bonded indebtedness incurred may be used for specific school facilities projects approved in the bond measure for "construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

acquisition or lease of real property for school facilities ... on or after the effective date of the bond measure... .”

On November 9, 2004, the California Attorney General issued Opinion No. 04-110 that answered this question:

“May a school district use Proposition 39 school bond proceeds to pay the salaries of district employees who perform administrative oversight work on construction projects authorized by voter approved bond measure?”

The answer: “A school district may use Proposition 39 school bond proceeds to pay the salaries of district employees to the extent they perform administrative oversight work on construction projects authorized by a voter approved bond measure.”

While it is permissible for bond funds to pay for some overhead costs of the school construction bond program, such as employer pension contributions and office space and costs for the construction staff, the CBOC should monitor such costs to be sure that the construction program is not overcharged.

What is a Proposition 39 performance audit?

Proposition 39 requires “... an annual independent performance audit to ensure that the funds have been expended only on the specific projects listed.” (California Constitution Article XIII A, Section 1(b)(3)(C).)

Appendix A to the California guide for annual audits (*Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel) prescribes the specific scope for this audit:

- 1) “Select a representative sample of expenditures charged to the facilities project(s) and review supporting documentation to ensure that such funds were properly expended on specific projects listed in the text of the applicable ballot measure.

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

- 2) “Verify that the funds were generally expended for the construction, renovation, furnishing, and equipping of school facilities constituting authorized bond projects.
- 3) “Verify that the funds used to pay the salaries of district employees were allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.
- 4) “If the school district did not properly account for the expenditures, if such expenditures were made for unauthorized bond projects, or if salary transactions were used for general administration or operations, include a finding in the audit report.”

The audit required by the *Guide* is known as a “compliance” audit, performed to help the report recipients decide if the organization has met the applicable requirements. In addition, to the annual required compliance audit, the best practice is to do an annual ‘Effectiveness and Results’ performance audit. This audit could determine, for example if bond projects were delivered on-time, within budget and tax dollars spent effectively.

A review of efficiency and effectiveness could include factors and issues such as:

- The development of project scopes and cost estimates.
- Adequacy, completeness of justification of change orders in projects.
- Procedures for avoiding claims in projects.
- Whether project costs are in line with industry standards.
- Procurement processes for project consultants such as architects and engineers.
- Processes and procedures for utilizing best value procurement (e.g., design build)
- Master planning and cost estimations
- Procurement management and controls
- Contract Administration and controls
- Auditing post project completion construction contracts

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

- Warranty compliance and ongoing maintenance of assets
- District and Professional Services staffing plan
- Design and construction schedules cash flow analysis
- Cost schedule, budgetary management, and reporting controls
- Review of material specifications for competitiveness and completeness
- Contractor billing compliance controls
- Project close out controls

In short, the expanded performance audit is a vehicle for the oversight committee to “report on the proper expenditure of taxpayer dollars” and is also a process improvement document for a district’s bond program.

The Little Hoover Commission is an independent California oversight agency that recommended all school Proposition 39 bond programs have annual ‘Effectiveness and Results’ performance audits be performed in accordance with Government Auditing Standards published United States Government Accountability Office.

What are the basic key elements that should be included in a school district facility master plan?

The key elements of a school district facility master plan are as follows:

Strategic Priorities. This is a description from a policy perspective of the priorities for spending on capital projects. Factors such as health life safety needs, improvement in classroom environments, future capital cost avoidance or long-range operational cost savings are among the type of policy considerations. These priorities guide the timing of spending given a limited availability of funds with higher priority projects receiving more immediate funding.

Educational Plan/Specifications. This includes an examination of the delivery standards for education such as the size of classrooms, support space needs, and the infrastructure requirements such as lighting. These

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

specifications are often included as design standards. The master plan process requires an examination of how the education service is best delivered by a particular physical environment.

Facility Needs/Condition Assessment. This involves a review of the physical condition of buildings and infrastructure and determination of such factors as remaining useful life; improvements need to extend and improve their physical life and which assets should be replaced. The Assessment includes an estimate of costs.

Enrollment Projections. This phase involves the forecasting of student population by service areas and the overall need for educational spaces.

Site Development Plans/Master Plans. For each educational facility, the overall space, and functional needs, be identified and dovetail with the facility conditions assessment to identify which facilities should be maintained and improved along with new construction or refurbishment requirements. Cost estimates would be for each site as well as the inclusion of overall systemwide infrastructure needs.

Implementation Plan. This final phase of the master plan takes estimated funding availability, project costs and district priorities and then identifies the phased development of school facilities.

What are some examples of questions that should be asked by bond oversight members?

The overarching goal of bond oversight is for the members of a Committee to report to the public on whether the expenditures from bond funds were “proper” and consistent with what was promised to the voters

Here are some sample questions:

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

- 1) Why were outside consultant services used for Project Management when they have an hourly rate of X when in house half-staff has an hourly rate of Y?
- 2) Why was sole source or no solicitation of proposals approach used for selection of an architect for this project?
- 3) How did your district expenditure plan for this fiscal year relate to district priorities for capital projects?
- 4) What processes does your district have to reduce the amount of change orders in projects?
- 5) What was the districts process for evaluating the environmental and site-specific conditions of a project that now has problems with soil contamination and settling that has resulted in substantial increase in costs?
- 6) How was the district policy on Consulting selection followed for this project's architect?

While knowledge of construction and related services is helpful in providing bond oversight, it is not an absolute requirement. Common sense and intuition given the circumstances of the bond program are just as important factors in determining questions.

Is Your CBOC Independent?

Proposition 39

“On November 7, 2000, California voters reduced the voter approval threshold for school and community college district general obligation bonds from two-thirds (2/3) voter approval to 55% voter approval. Proposition 39 amends Article XVI, Section 18 of the California Constitution...to pay debt service on bonds issues for school construction with the approval of 55% of

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

the votes cast.”¹ The California Legislature, as part of the Proposition 39 implementation legislation, enacted Education Code Section 15278 which establishes Citizens’ Oversight Committees.

Education Code Section 15278 Citizens’ Oversight Committee

Education Code Section 15278, Article 2 Citizens’ Oversight Committee, provides that if a bond measure authorized pursuant to Proposition 39 is approved, “... the governing board of the school district or community college district shall establish and appoint members to an **independent citizens’ oversight committee**, pursuant to Section 15282², within 60 days of the date that the governing board enters the election results on its minutes pursuant to Section 15274.”³ (emphasis added)

Definition of “Independent”

Dictionary.com is helpful in the context of Education Code Section 15278 an “independent citizens’ oversight committee”. In this context Dictionary.com defines “independent” as follows:

Is Your CBOC Independent?

An independent CBOC needs to answer each of these twelve (12) questions with a “yes.”

- 1) Can you prepare your own agenda?
- 2) Can you meet whenever you want?
- 3) Can you approve your own bylaws?

¹ Proposition 39 Best Practices Handbook, California Coalition for Adequate School Housing, 2000, page 1. Note that the reference to California Constitution Section XVIII A was incorrect. It should be Article XVI, Section 18. This reference has been corrected in the passage quoted above.

² Education Code Section 15282 prescribes the CBOC membership requirements.

³ Education Code Section 15282 prescribes the CBOC membership requirements.
Education Code Section 15278 (a).

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

- 4) Can you establish subcommittees?
- 5) Do you have your own budget?
- 6) Do you have ability to post documents to the CBOC website?
- 7) Does the District provide you with all documents requested?
- 8) Do you have independent legal counsel who works for the CBOC?
- 9) Do you receive and accept the annual financial and performance audit reports?
- 10) Does the CBOC prepare and issue its annual report including compliance opinion?
- 11) Can CBOC members talk with contractors, architects, consultants, and auditors without restriction?
- 12) Can CBOC members visit construction site?

What information should a new CBOC member get during the first three months of service?

A new CBOC member needs some basic information during the first three months of service to be an effective member. This is the basic information a new CBOC member should get during the first three months of service (not listed in any priority order):

1. Requirement for an independent CBOC and review to ensure no conflicts of interest
2. Ballot language including project list
3. Facilities master plan including projects, costs, schedules, and objectives
4. Dates of community meetings for the next year so they can be added to your calendar
5. Bylaws
6. The CBOC and CABOC website links
7. The last CBOC Annual Report
8. The last financial audit report
9. The last performance audit report

CALIFORNIA ASSOCIATION OF BOND OVERSIGHT COMMITTEES FREQUENTLY ASKED QUESTIONS

10. Names, bio's, emails, and telephone numbers of CBOC members and key district staff and policy on non-sharing of such information
11. How to place an item on a future CBOC agenda
12. Monthly check registers of bond measure expenditures, e.g., check #, date of check, vendor, amount, payroll in total, and purpose from which sample invoices could be selected for review at each committee meeting
13. Monthly budget v. actual expenditures and commitments
14. District policies for prioritization of projects
15. Brown Act (open meeting act) and compliance requirements, most specifically, what not to do
16. Who to contact for questions
17. Subcommittee assignment
18. California Association of Bond Oversight Committee Help Desk at website www.bondonversight.org



WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE
Guadalupe Enllana Don Gosney John Anderson
Vice Chairperson Chairperson Secretary

2021
CBOC MEETINGS CALENDAR

Until Further Notice Meetings will begin at 2:00 PM

J u n 14	J u l 12	A u g 9
S e p t 13	S e p t 29 (proposed joint meeting)	
O c t 18	N o v 08	D e c 13

SCHOOL BOARD MEETINGS

M a y 19	J u n 9 J u n 23	J u l 14
A u g 04 A u g 25		S e p t 08 S e p t 22 S e p t 29 (proposed joint meeting)
O c t 06 O c t 20	N o v 03 N o v 17	D e c 08 D e c 15

CBOC Bylaw Requirements

There must be a December meeting for officer elections
2 joint meetings with Board of Education

FUTURE AGENDA ITEM LOG

05/17/21

Item #	Description	Suggested	Agendized
18-02	CBOC Handbook	10.24.18	ongoing
18-08	Updated By-Laws		TBD
19-01	Bring Draft ByLaws to CBOC for review	02/06/19	TBD
19-06	PVHS Lessons Learned	08/15/19	TBD
19-8	Facilities Master Plan Update	08/15/19	08/10/20
20-01	CBOC Training	01/13/20	TBD
20-03	Brown Act Training	06/08/20	TBD
20-04	CBOC Contact Info	06/08/20	TBD
20-05	Update CBOC Web Site	10/19/20	10/19/20
20-06	FMP Prioritization Update	10/19/20	11/09/20
20-07	Elect 2021 Officer	11/09/20	12/14/20
20-08	Select 2021 Meeting Dates	11/09/20	12/14/20
20-09	Web Site Update	11/09/20	ongoing
20-10	FMP Prioritization Update	11/09/20	12/14/20
20-11	Review and discussion of BP9270	12/14/20	01/11/21
21-01	Brown Act Training	02/08/21	TBD
21-02	Election of a new CBOC Chair	04/12/21	05/17/21