

<p style="text-align: center;">CITIZEN'S BOND OVERSIGHT COMMITTEE "Meeting Minutes of May 12, 2004"</p>

- Call to Order by: Dennis Umphress (CBOC Chairman)
- Time Called to Order: 6:42 PM
- Self Introductions were held
- The following were in attendance:

7 VISITORS

Tom Ventura (SGI)
Susan Cassens (Parent)
Ed Wong (Parent/SAXCO)
Greg West (SJUSD)
Tom Brewer (VTD)
Sam Yoshida (SGI)
Peg Johnson (SGI)

4 CBOC Members

Dennis Umphress
Bud LoMonaco
John Moore
Will Johnson

3 District staff

Alan Garofalo
Bill Jakel
Doug Emerson

It was noted that there must be at least five (5) committee members present for any voting to take place on any items, and since only 4 members were present, topics were discussed but nothing was voted on. CBOC Members Sara Przemielewski, Margaret Guerra and Ray Delgado notified Dennis Umphress or Alan Garofalo that they would not be attending this meeting.

- Meeting Adjourned by: Dennis Umphress (CBOC Chairman)
- Time of adjournment: 8: 34 PM
- **NEXT CBOC** meeting date was scheduled for **August 25, 2004 at 6:30 PM** with the comment that meetings are always subject to change.

<p style="text-align: center;">Public Comments</p>

The following discussion followed:

- It was requested that the committee meeting time, location, agenda etc. be posted onto the ESUHSD Web Site at least 72 hours in advance. However, it was also made known by Alan Garofalo that the committee meeting time, location and the agenda had been posted 72 hours in advance in a public place. (SGI had posted the information onto the front glass doors at the ESUHSD office building).
- Dennis Umphress has requested that both meeting minutes and agendas be placed onto the website.
- CBOC meeting dates are subject to change.

<p style="text-align: center;">Review and Approve Meeting Minutes of 2-9-04 and 3-17-04</p>
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- Tom Ventura offered to scan the sign in sheets for web posting and Dennis Umphress requested the names of the CBOC members who were in attendance at meetings be included into the written meeting minutes.
- Dennis has stressed that he wants agendas and meeting minutes posted on website for the public viewing because the minutes can be difficult to understand without knowing the subject being discussed.
- Re: March 17, 2004 meeting topic item 9.7
Alan G commented that item 9.7 (details which are already defined on past agenda Documentation) is to be piloted at the Santa Theresa High School.
9.7 was originally from the ESUHSD board agenda meeting held on March 11, 2004 of the same item number. 9.7 was for reference only as an example of a Measure G project.

Old Business

- **Re: CBOC member interaction with local community and school sites**

Dennis attended a meeting held at Silver Creek High School and Dennis stated that he would pass along the School Adoption Information to the Eastside Trustee Board.
John attended a meeting held at Santa Teresa High School.

- **Re: Appointment / re-appointment of committee members**

The following CBOC members have term expirations of **October 21, 2004.**

Ray Delgado
Will Johnson
Bud LoMonaco
Dennis Umphress

The following CBOC members have term expirations of **October 21, 2006.**

Margaret Guerra
Sara Przemielewski
John Moore
Gavin Binz

Dennis requested that all members with the October 21, 2004 term expiration inform him or Alan G as to whether they “WILL” or “WILL NOT” be choosing to request a one year continuation of their terms.

New Business

- **Re: Overview of current Measure G**

This overview was verbally presented by Alan Garofalo (ESUHSD) and by Tom Ventura (SGI) regarding Construction happening at the following 3 campuses – Andrew Hills, Santa Teresa, and Piedmont H. S.

Andrew Hills

1. Track and Field Project has begun
2. Building 100 is under Design

Santa Teresa

1. Track and Field is in progress
2. Technology Infrastructure is in progress
3. Streetscape Project is under design

Piedmont High School

1. Track and Field is under construction
2. Buildings C, D & E are under construction

- **Re: Independent Performance and Financial Audits**

A Presentation was given by Tom Brewer, auditor from Vavrinek, Trine and Day.

Mr. Brewer discussed the 2 types of audits (Financial and Performance) and explained how the audit needs to meet the districts expectations. (See the 4 page handout submitted by Mr. Brewer for details and topics discussed at this meeting.)

In addition, it was discussed that the audit report will be given first to the Board of Trustees and that the CBOC is to receive the report after the Board receives it.

Mr. Brewer asked for a show of hands for individuals willing to serve on an audit subcommittee and John Moore and Ray Delgado agreed to serve for this and a tentative date was decided for sometime in mid June.

The audits will cover the school years ending in 03 and 04 and should be completed in December 04.

- **Re: Efforts to maximize bond revenues by implementing cost-saving measures**

Dennis Umphress wants a general list of documented cost-saving measures.

Tom Ventura explained that there really isn't a lot of documentation on this as of yet and documentation can sometimes generate more questions than answers.

The possibility of establishing a "Value Engineering Team" for discussing cost saving measures were brought up as part of the discussion.

John Moore wants an individual assigned to report cost-saving measures information to the CBOC. One item example was...."Packaging multiple projects to go out to bid at the same time saved us \$ by such and such".

Tom can establish procedures in a report (if necessary) that evolve around cost saving measures. Also discussed was making documentation available to the public and to also use it for determining future projects.

- **Re: Deferred Maintenance Proposals and 5 year plan for ESUHSD**

Dennis Umphress requested info be supplied to him on this topic by Alan G (Facilities).

Dennis asked for info showing whether deferred maintenance budgets and actual spending levels for the 02, 03, and 04 school years is increasing, decreasing, or holding steady.

- **Re: Proposition 55- Matching Funds**

Dennis asked the questions, "How much prop 55 money will match Measures A and G Funding and additional projects?" and "Where will the prop 55 funding come from?"

Alan G commented that we must remember that funds can be "approved but still unfunded".

\$33 to \$34 Million has been requested from the state.

This portion of the CBOC meeting minutes was recorded and draft prepared by:

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East Side Union High School District

Program Management Team

Facilities & Planning