



# Meeting Minutes

**Planning and Operations**  
1130 Fifth Avenue  
Chula Vista, CA 91911

**Project # 572-8100.00**  
Tel: Fax:

**SUHSD Program Management\SGI**

## Bond Oversight Committee Meeting 21

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
2/12/2011	09:00 AM	09:45 AM	3/22/2011	05:45 PM	Monica McGovern	SUHSD Program Management\SGI

Location	Next Location	General Notes
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### Attended By

SUHSD Program Management\SGI - Jaime Ortiz  
 Citizens' Bond Oversight Committee - Cynthia Melcher  
 Citizens' Bond Oversight Committee - Jane McGill  
 Citizens' Bond Oversight Committee - Yolanda Hernandez  
 Citizens' Bond Oversight Committee - Debra Discar-Espe  
 Citizens' Bond Oversight Committee - Lourdes Valdez  
 Sweetwater Union High School District - Paul Woods  
 Sweetwater Union High School District - Karl Bradley  
 SUHSD Program Management\SGI - Monica McGovern

### Non-Attendees

SUHSD Program Management\SGI - Jeff Scogin  
 SUHSD Program Management\SGI - Bradley Johnson  
 Citizens' Bond Oversight Committee - Bernardo Vasquez  
 SUHSD Program Management\SGI - Justin Devers  
 SUHSD Program Management\SGI - Bryan Ehm  
 SUHSD Program Management\SGI - Devonna Almagro

Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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### 1. Call to Order

**003-001**

Attendance:  
 Cynthia Melcher - Present  
 Jane McGill - Present  
 Debra Discar-Espe - Present  
 Lourdes Valdez - Present  
 Yolanda Hernandez - Present  
 Bernardo Vasquez - Absent  
 Dency Souval - Present

Monica  
 McGovern  
 (GSGI)

No

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### 2. Approval of Meeting Minutes

#### Minutes

**003-003**

A. The Committee discussed the minutes of January 31, 2011. Cynthia Melcher had a correction - On page 3 section 4 it should be changed to "prior to the August 9th meeting when we were informed". Debbie Espe had a suggestion - under the section re: Mr. Payne: it said that he quoted a portion of the the bond language. Clarify what portion of the bond language. D.E. suggested that we include the introduction of the new member in the minutes. The Minutes of January 31, 2011 were adopted unanimously, pending changes.

Debra Discar-

No

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		Espe (CBOC)				

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**3. Public Comment**

**Public comments**

**003-006** A. Ms. Catherine Cheers expressed her dissatisfaction with the fact that CBOC Members Cynthia Melcher, Jane McGill and Yolanda Hernandez have been on the CBOC since day one .

She expressed her continuing concerns about the Montgomery High football field.

She stated that she disagreed with the amount of rent being paid at Mar Vista High for food service kiosks and the length of the lease for said kiosks.

Debra Discar-  
Espe (CBOC) No

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**4. Report from CBOC Chair**

**Report from the CBOC Chair**

**003-008** 4. Report from CBOC Chair

A. Debbie Espe stated that the CBOC members have been reviewing the emails they have been receiving to determine if the issues raised are in their purview. Anything that does not, they are following up with the District.

B. Jane McGill asked for more information re: Mr. Payne's concern with an item from the last Board of Trustees meeting (item M-11, Vendsight lease). She requested specifics. J.O. explained that Vendsight is a vendor we used to provide food service kiosks while we were modernizing Mar Vista High School. The equipment was required to keep food service operating at the site. The original duration of the project was extended, so the duration of the Vendsight equipment contract was extended. After the project is completed, the District will pick up the lease of that equipment because they want to continue using it. That will not be paid out of Prop O - Prop O will only pay for the lease of the equipment for the duration of the construction. When Prop O turns over the building, the District will pick up the lease.

Debra Discar-  
Espe (CBOC) No

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**5. Committee Updates**

**Discussion on Sweetwater Union High School District Audit Report - FY 2009/2010**

**New Business**

**021-001** A. Cynthia Melcher expressed her concern with what was reported in the audit re: transfers of funds. She stated that according to their by-laws, there shouldn't have been transfers. Her understanding is that the auditor for Prop O is supposed to go by the bond language. She questioned the choice of auditor. Paul Woods stated that he would ask Dianne Russo about the choice of auditors. Karl Bradley explained that the District used the same auditor because much of the information is redundant and it is also a cost-saving measure.

B. Debbie Espe asked Karl Bradley how long the District has employed the current auditor? K.B. informed the CBOC that auditor Christie White is relatively new, but that she previously was employed by Nigro, Nigro & White which the District has used for a number of years. D.E. stated her concern that if auditors have been auditing with an organization for more than 5 years, they tend to get complacent. She is concerned that if that were the case, they may be depending more on District input,

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	as opposed to doing research there. D.E. asked if K.B. could get back to the CBOC with how long the current auditor has been used. K.B. clarified that D.E. was interested in knowing how long Ms. White had been associated with the audit, either on her own or with Nigro, Nigro and White. D.E. said that was correct.	CBOC Members				No

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**6. Status Update on Bond Implementation**

**2. Board Items report**

<b>016-003</b>	A. CBOC reporting to the Board of Trustees - Karl Bradley said it was his understanding based on the last meeting rather than presenting the information himself, he will introduce the Chair of the CBOC. Debbie Espe said she would be attending the next Board meeting and she would be addressing the issues that Mr. Payne and Ms. Cheers brought up. K.B. informed the Committee that it might be prudent for the Committee to make a motion to have the Chair speak on their behalf. It is important that an individual identify themselves as speaking on behalf of the Committee, because sometimes Committee members as citizens residing in the District had comments that didn't necessarily represent a consensus of the Committee. D.E. made a motion to approve, Jane McGill seconded, it was unanimously approved. K.B. informed them it would be considered a staff presentation so there would be no time limit. Dency Souval suggested that the Chairperson's name be included on the Board's agenda in the future.	Jaime Ortiz (GSGI)				No
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**3. Project Status Reports**

<b>003-012</b>	A. Jaime Ortiz showed an animation of of the planned Sweetwater High School building. He discussed the different phases of the project. Karl Bradley discussed the structural retrofit of the bleachers due to condemnation by a structural engineer.  B. Jane McGill asked where the parking would be at the new building. J.O. explained that a new parking lot will be completed in the second phase, according to the decision of the site committee at the school.	Jaime Ortiz (GSGI)				No
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**7. Committee Member Reports**

**Committee Member Reports**

<b>019-001</b>	A. Debbie Espe asked if there were any Committee member reports. There were no reports.  B. Paul Woods noted to the CBOC that the March 10th meeting may need to be moved, depending if the Board of Trustees moves their meeting. D.E. asked when they would know about the move? P.W. said early next week. J.O. said the report to the Prop O audit will go after the March meeting, so their meeting would need to be after that date. J.O. suggested that Monica McGovern coordinate a new date. The CBOC agreed.  C. Jane McGill asked J.O. when some of their terms were ending? J.O. stated that he believed it is in either June or July of this year - Ms. Hernandez, Ms. Melcher and Ms. McGill will be terming out. J.O. explained that the 3 members were eligible to serve 2 terms of 2 years, which they had completed. K.B. said he will get back to them with the exact dates they are terming out. D.E. said we should begin taking applications for the positions.					
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		CBOC Members				No

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**9. Meeting Adjourned**

**Adjourn**

<b>008-010</b>	Meeting recessed to go on the site tour at 9:45am. Meeting adjourned after the site tour at 11:15am. Community member Gloria Salton joined the CBOC for the Sweetwater site tour.	Debra Discar- Espe (CBOC)				No
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Cc:	Company Name	Contact Name	Copies	Notes
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The minutes written above represent our understanding of all items discussed in the meeting. These minutes shall stand as the correct and complete record of the meeting unless corrections, discrepancies or additional items are brought to the attention of the writer within 48 hours of receiving these minutes.