Planning and Operations
1130 Fitfth Avenue
Chula Vista, CA 91911

Project # 572-8100.00
Tel: Fax:

SUHSD Program Management\Gilbane\SGI

Bond Oversight Committee Meeting 8

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
6/11/2009	06:00 PM	07:37 PM	8/6/2009	05:45 PM	Monica McGovern	SUHSD Program Management\Gilbane\SGI

Location	Next Location	General Notes
SUHSD Board Room	SUHSD Board Room	

Attended By	Non-Attendees
SUHSD Program Management\Gilbane\SGI - Jeff Scogin	SUHSD Program Management\Gilbane\SGI - Jaime Ortiz
Citizens' Bond Oversight Committee - Cynthia Melcher	Citizens' Bond Oversight Committee - Yolanda M. Hernandez
Citizens' Bond Oversight Committee - Rudy Gonzalez	
Citizens' Bond Oversight Committee - Jane McGill	
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\Gilbane\SGI - Faith Ortiz	
SUHSD Program Management\Gilbane\SGI - Alex Alon	
SUHSD Program Management\Gilbane\SGI - Bob Bush	
SUHSD Program Management\Gilbane\SGI - John Keefer	

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

Old Business

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
003-001	Attendance: Cynthia Melcher - Present Jane McGill - Present Debra Discar-Espe - Present Lourdes Valdez - Absent Rudy Gonzalez - Present Yolanda Hernandez - Present Robert Garcia - Absent	Monica McGovern (GSGI)				No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
2. Approval of Meeting Minutes						

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

Minutes

Old Business

003-003	The February 5th, 2009 Meeting Minutes were discussed and D. Discar-Espe noticed typo in meeting minutes. R. Gonzalez asked to have typo corrected and will go for approval at next meeting.					
		Rudy Gonzalez (CBOC)				No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
3. Public Comment						

Public comments

Old Business

003-006	No public comments.					
		Rudy Gonzalez (CBOC)				No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
4. Report from CBOC Chair						

Old Business

003-007	A. R. Gonzalez discussed the new board appointments which will be discussed at the next meeting. R. Gonzalez asked for this item to be continued to the next meeting, where they will then take a formal vote. The committee now has one new member named Bernardo Vasquez. B. R. Gonzalez discussed a candidate confusion issue with one particular applicant. D.Discar-Espe addressed issue and notified other committee members that there was a mix-up with the names of one particular candidate that J. Ortiz had misunderstood that that particular individual was not serving on two committees. C. R. Gonzalez motioned to remind the staff to notify the committee of any events at least 72 hours in advance. The motion was seconded and ratified. D. R. Gonzalez discussed meeting notification to be distributed more efficiently, and asking why the last meeting notification did not go out in the proper amount of time. E. R. Gonzalez and other committee members reviewed the recent ground breakings from the various school sites. Members requested staff to continue to inform them of any upcoming groundbreaking ceremonies. F. Committee has requested copies of any written material in advance, to review prior to the next meeting. G. R. Gonzalez request to provide to the committee a complete list of all staff with titles.					
		Rudy Gonzalez (CBOC)				No

Informational

Old Business

003-008	Informational item only. A. R. Gonzalez provided the committee a health update on Jaime Ortiz. B Paul Woods - all schools are now on common calendar.					
		Rudy Gonzalez (CBOC)				No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
5. Committee Updates						

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

Audit Report

New Business

008-004 A. Jeff Scogin - The audit report is moving forward. the report for 2008-2009 will be timely. The Committee will receive advance copies of the audit report to review prior to publication. Any question about the report should be directed to Jeff Scogin.

Jeff Scogin (GSGI) — No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

6. Committee Updates

New Business

008-003 Audit Report Subcommittee
A. Jeff Scogin presented the annual report with the Bond Expenditures spread out to 2024 (Bond end)
B. D. Discar-Espe requested an edit the pie chart for easier readability
C. A discussion took place that a pie chart was not the way to go for this report; too hard to interpret

John Keefer (GSGI) — No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

6. Status Update on Bond Implementation

Accomplishments to date

New Business

008-008 A. DSA preliminary meetings completed
B. Maintenance reviews completed
C. Invoices paid
D. Estimates
E. Community Outreach
F. 6 Groundbreakings
G. An article in the San Diego Daily Transcript
H. Recognition by the US Green Building Council

John Keefer — No

Board Items Report

New Business

008-009 A. R. Gonzalez asked about the response at the Breakfast meeting.
B. K. Bradley responded that a presentation was made to local businesses, and we are making a concerted effort to use local contractors as part of our program.
C. L. Valdez inquired as to which percentage of local contractors reside in the community.
D. B. Bush discussed labor compliance for local contractors and statistics within the community.
E. K. Bradley discussed Jaime Ortiz's presentation re: equipment being used by the program being purchased locally, thereby injecting dollars into the local economy.
F. Some recent accolades the Program has received include:
   1. Best Overall Program Management Award - CMAA meeting
   2. MOH - Design and Planning Award from C.A.S.H.

J. Ortiz (GSGI) — No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

Design Progress

New Business

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
008-006	A. J. Keefer reviewed each school's site status. B. D. Discar-Espe asked why the bids are separated. C. J. Keefer explained that for specialized areas of construction, rather than have the GC hire subs, we can better control quality of field installers by breaking it out as a separate project --> better quality. This is a measure the architects recommend. D. C. Melcher asked about the meaning of "other construction costs". E. J. Keefer to report back on this.	John Keefer (GSGI)				No

Project Status Reports

Old Business

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
003-012	Status Update on Bond Implementation: (Handouts provided) A. Project Status Report was discussed and copies passed out to members. B. John Keefer explained the financial report format to the Committee C. Schedule was discussed by A. Alon and copies handed out to members. D. Jeff Scogin stated that he staff has committed to having these changes completed by the next meeting. E. The Committee requested that a "variance" column be added to the report.	John Keefer (GSGI)				No

Schedules

New Business

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
008-007	A. A. Alon explained the construction schedule, and informed the CBOC that most schools will be into construction by summer.					No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

8. Establish Future Meeting Dates

Future Meeting Dates

Old Business

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
003-022	Future meeting dates have been established to be the first Thursday of every two months. Meetings were established as follows: A. August 6, 2009 B. October 8, 2009 C. December 3, 2009 The 1st and the 8th of October will not work for all CBOC Members. The 15th and the 22nd were suggested as alternatives.	Rudy Gonzalez (CBOC)				No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd

9. Meeting Adjourned

Adjourn

New Business

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
008-010	Meeting adjourned 7:37pm.					No

Cc:	Company Name	Contact Name	Copies	Notes

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.