



# 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 16**

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
5/27/2010	05:45 PM	06:47 PM	5/27/2010	05:45 PM	Monica McGovern	SUHSD Program Management\SGI

Location	Next Location	General Notes
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Attended By	Non-Attendees
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SUHSD Program Management\SGI - Jaime Ortiz	Citizens' Bond Oversight Committee - Cynthia Melcher
SUHSD Program Management\SGI - Jeff Scogin	Citizens' Bond Oversight Committee - Lourdes Valdez
Citizens' Bond Oversight Committee - Rudy Gonzalez	SUHSD Program Management\SGI - John Keefer
Citizens' Bond Oversight Committee - Jane McGill	Sweetwater Union High School District - Jesus Gandara
Citizens' Bond Oversight Committee - Yolanda Hernandez	
Citizens' Bond Oversight Committee - Debra Discar-Espe	
Sweetwater Union High School District - Paul Woods	
Sweetwater Union High School District - Karl Bradley	
SUHSD Program Management\SGI - Alex Alon	
SUHSD Program Management\SGI - Monica McGovern	
SUHSD Program Management\SGI - Bradley Johnson	
Citizens' Bond Oversight Committee - Bernardo Vasquez	

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

<b>003-001</b>	Attendance: Cynthia Melcher - Absent Jane McGill - Present Debra Discar-Espe - Present Lourdes Valdez - Absent Rudy Gonzalez - Present Yolanda Hernandez - Present Bernardo Vasquez - Present William Virchis - Present	Monica McGovern (GSGI)				No
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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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**2. Approval of Meeting Minutes**

**Minutes**

<b>003-003</b>	The Minutes of February 4, 2010 were adopted unanimously.					
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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
	The Minutes of April 3, 2010 were adopted unanimously.	Rudy Gonzalez (CBOC)				No

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

**Public comments**

<b>003-006</b>	No public comments.	Rudy Gonzalez (CBOC)				No
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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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**4. Organizational Structure**

**Election of Chair and Vice-Chair**

**New Business**

**016-001** 4. Election of Chair and Vice-Chair

A. Bernardo Vasquez made a motion to nominate Debra Discar-Espe to the position of Chairperson. Jane McGill seconded the motion. The motion was adopted unanimously to elect Debra Discar-Espe as the new Chairperson.

B. Jane McGill made a motion to nominate Yolanda Hernandez to the position of Vice-Chairperson. The motion was seconded. The motion was adopted unanimously to elect Yolanda Hernandez as the new Vice-Chairperson.

Debra Discar-Espe (CBOC) No

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

**Report from the CBOC Chair**

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

A. Introduction of William Virchis, new Board Member.

B. Debra requested that the Board Members be put on the list to receive copies of the e-newsletters.

Debra Discar-Espe (CBOC) No

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

**Bond Issuance process**

**New Business**

**016-002** A. Paul Woods went over the handout that was given to the Board re: the bond issuance process. He went over the tax rate information, the creation of the CBOC, and the process of hiring financial advisors. He explained the funding structure as follows:

The first \$180M in bonds issued in March 2008.

Assessed value increased faster than expected.

We lost more than 10% of assessed value this year due to the recession.

We were anticipating the first \$200M next year.

We have significant state matching funds that weren't taken into account when we were doing our

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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
	<p>master planning and financing.</p> <p>As the state issues general obligation bonds, those will reimburse our locally funded projects which will free us up to apply those funds to the completion of our phase 1 projects and begin the design planning on phase 2 projects.</p> <p>There are 3 types of state matching funds: Approved for, unfunded, and eligibility. Our eligibility is \$62M at this point in time. That's what we are submitting for. The state may change that number. We anticipate funding being available when the state starts releasing money again.</p> <p>Jaime Ortiz asked the Committee if they would like more information or if they had questions on specific parts of the process.</p> <p>Yolanda Hernandez asked J.O. of every company that makes bids on the projects how many bonds they have to buy.</p> <p>Karl Bradley explained the difference between general obligation bonds (for funding schools) and contractors' bonds (for insurance purposes).</p> <p>Paul Woods explained due to the bid climate we have bond savings. We have been able to fund all of the Prop O Phase I projects without the aid of state funds.</p> <p>We will keep the Board informed.</p>	Paul Woods (SUHSD)				No

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**6. Status Update on Bond Implementation**

**1. Project Status Reports**

- 003-012** A. J.O. asked if anyone had specific question pertaining to the project status reports that were mailed out prior to the meeting. As there were no questions, J.O. went over the projects individually.
- B. Montgomery Middle School - currently in the design phase. Barnhart is the LLB contractor. Demolition will be in June. If funding comes through we are planning to start building early next year. Our goal is for LEED platinum status - the highest LEED level. We are planning on installing a state-of-the-art HVAC and acoustical systems. All schools will have air conditioning.
- C. J.O. discussed the schedule update. We are 50% complete on most jobs and will start turning over the major buildings at the end of this year/beginning of next year.
- D. Chula Vista High School - Currently working on interior finishes and roofing. Waiting for windows. Locker rooms have been completed.
- E. Chula Vista Middle School - Working on finishes in science bldg. and cafeteria bldg. It will probably be the first classroom building turned over to the District.
- F. Hilltop High School - the 2-story bldg. foundation and slab have been poured. We are working on the woodshop and photolab buildings.
- G. Mar Vista High School - finishing the 100 building (student services and administration building).
- H. Montgomery High School - we have gone to the Board for termination for convenience of the original contractor. We are in the process of interviewing new contractors and will make a recommendation at the June 10th Board Meeting. We expect the contractor to begin in July. We are 4-5 months behind on this project. The turf field is complete, as well as the bathroom upgrades.

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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
	I. National City Middle School - we are 90% complete on the framing. The cafeteria roof is being installed.					
	J. Southwest High School - we have erected the building frame. The second floor slab is poured.					
	K. Southwest Middle School - almost finished with faculty parking lot. Locker rooms are 50% complete. Framing for new classroom is 75% complete.					
	L. Sweetwater High School - we have erected the frame of the building. Working on third floor.					
	William Virchis asked about the transportation turnaround at Sweetwater High. J.O. told him that we relocated the administration and student drop-off area to 28th street, so no one is dropping off in front of the construction site.					
		Jaime Ortiz (GSGI)				No

**Board Items report**

**New Business**

**016-003** A. Summary was sent out via email.

B. Debra Discar-Espe asked Jaime to provide the CBOC with additional information on change orders. JO said we would send out, either in an email or a spreadsheet, the back-up information for the change orders. Karl Bradley suggested that we send out a summary page instead of all the documentation, since the backup information is voluminous.

Jaime Ortiz  
(GSGI) No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>8. Establish Future Meeting Dates</b>						
<b>Future Meeting Dates</b>						
<b>003-022</b>	A. The current scheduled date for the next CBOC meeting is Thursday August 5, 2010. The next site visit is Saturday July 10, 2010 at Southwest High School and Mar Vista High School at 9:00am.					
		Debra Discar-Espe (CBOC)				No

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>9. Meeting Adjourned</b>						
<b>Adjourn</b>						
<b>008-010</b>	Meeting adjourned 6:47pm.					
		Debra Discar-Espe (CBOC)				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.