



# 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 19**

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
11/4/2010	06:17 PM	07:29 PM	1/31/2011	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 - Yolanda Hernandez
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\SGI - Monica McGovern	
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**

<b>003-001</b>	Attendance: Cynthia Melcher - Absent Jane McGill - Present Debra Discar-Espe - Present Lourdes Valdez - Present Yolanda Hernandez - Absent Bernardo Vasquez - Present	Monica McGovern (GSGI)				No
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**2. Approval of Meeting Minutes**

**Minutes**

<b>003-003</b>	A. The Minutes of August 5, 2010 were adopted unanimously.	Debra Discar-Espe (CBOC)				No
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**3. Public Comment**

**Public comments**

**003-006** A. Ms. Catherine Cheers expressed her dissatisfaction/concerns over the newly installed Montgomery High School turf field, the progress of work being done at Montgomery High School, and the termination of SMC as the general contractor.

Mr. Stewart Payne expressed his concerns over the recent elections of the Sweetwater School Board, the assessment method used to fund Prop O, and his perceived lack of communication with the general public regarding the progress of the Prop O projects. He also spoke about his issues with the hiring of local contractors and a perceived need for more transparent reporting.

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. Debra Espe reported that incumbents Jim Cartmill and Arlie Ricasa were re-elected to the Sweetwater Union High School District Board of Trustees. There was one new Board member elected, John McCann.

B. There has been an increased scrutiny of construction projects. Debra stated that the Committee will look into the issues raised by the speakers.

Debra Discar-  
Espe (CBOC) No

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**5. Committee Updates**

**Annual Report Subcommittee**

**016-001** 4. Annual Report Subcommittee

A. Jeff Scogin stated that the members of the Annual Report Subcommittee met in September to discuss the format and content of the report for 2010. The same format with updated content will be used as in years passed. We anticipate receiving the auditors' report in early December, at which time the subcommittee will meet again to review the results and put together a draft of the report to take to all the Board members for review/approval. We plan to distribute the report in February or March of 2011. Devonna Almagro (Community Outreach) explained how the reports were distributed in 2009. They were distributed to the parents, faculty and staff at the schools, to members of the community, open houses, and relevant community events. Jeff stated that will be increasing the number of the order from last year. Bernardo Vasquez recommended distributing the report to the local publications. Jane inquired if the report was available on our website. Jeff stated that no, it wasn't, but we will downsize it and make it available electronically.

Debra Discar-  
Espe (CBOC),  
Jeff Scogin,  
Devonna  
Almagro No

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**6. Status Update on Bond Implementation**

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## 1. Project Status Reports

**003-012** A. Jaime Ortiz asked if anyone had specific question pertaining to the cost roll-up report and project status reports that were mailed out prior to the meeting. D. E. asked if these reports were available to the public? He explained that we take a funding distribution report and a cost roll-up report to the Board of Trustees every month, and it is available on the District's website . D.E. asked J.O. to put a link to the Prop O website, so the public can better access these reports.

B. J.O. went over the projects individually.

C. J.O. discussed the schedule update. There were 2 changes since the last report - Southwest High and Southwest Middle are experiencing delays. J.O. explained that it appears that there were not enough people at the jobs and that we were working with them to get the projects completed. Bernardo Vasquez asked if it was a money issue. J.O. stated that we weren't sure. Karl Bradley explained that there are remedies available in the contracts, and we will do what is necessary to get the projects done the most quickly. D.E. asked if the delay will bring the cost estimate up? K.B. stated that it is subject to negotiation. Jane McGill asked if the same company got both contracts at SOH and SOM? J.O. stated that it was.

D. J.O. then showed an animation of all the school sites construction progress via time lapse. He gave highlights of the accomplishments at the various schools.

E. Karl Bradley explained the process the District used to select a contractor at Montgomery High School, and went over the various reasons for the previous contractor's termination. He told the Committee why there was a lapse in construction activity (pad certification, a soils issue, installing a new contractor), and talked about the new contractor chosen. Jane McGill asked if they had an interim library to use; K.B. told her they do, located in a relocatable building. She then asked when the new library would be finished. J.O. told her that the new library is in the new 2-story building.

F. Bernardo Vasquez asked K.B. to comment on the issues with the turf field at Montgomery High School. K.B. stated that there was a drainage issue, but that one of the pumps was not working which caused some drainage on to the field. He then discussed the rips in the original seams; the contractor came back and made the necessary repairs. J.O. stated that the contractor that installed the field had previously installed several fields for the NFL and some colleges. Bernardo expressed his excitement at having the new field. K.B. told Mr. Payne that part of this contract included the equipment required to groom the turf, materials, and training for the site staff to clean and groom the field.

G. Devonna Almagro informed the CBOC of the results of the Outreach surveys sent out to measure the awareness level of the community about Prop O. 73% of respondents felt they were generally informed of the construction program. 57% of respondents felt the best way to get construction information was via email. J.O. asked Devonna how often we are sending out the construction updates? Devonna told him that they send them out on a monthly basis. Jane said that it sounds like the staff is receiving them and members of the community aren't. D.A. said she is open to ideas of how to better distribute the reports. D.E. asked if on the Prop O website, if when you sign up for the Prop O newsletter, if you receive the construction reports. D.A. said yes, you do. D.A. stated that if they call the number on the website, it goes to her phone personally. D.A. said they put up "Get to Know Prop O posters" not only on school sites, but other places in the community (noted on report), i.e. the YMCA, the Chula Vista libraries, school libraries, in an effort to drive traffic to the website .

D.A. said that as part of the Outreach effort, she conducted personal visits to principals to provide them with construction updates, time lapse video, and requested time at their parent/faculty meetings to conduct construction updates. J.O. said that there was a request by the Chula Vista Rotary to give a presentation.

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	Devonna talked about the upcoming ribbon cutting at CVH. D.A. noted that we are working with parent coordinators to include updates on a regular basis to include in the student publications.	Jaime Ortiz (GSGI)				No

**Board Items report**

<b>016-003</b>	A. A summary of all Board items related to Prop O approved by the Board of Trustees was sent out via email. J.O. asked if there were any questions. There were no questions.	Jaime Ortiz (GSGI)				No
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<b>7. Committee Member Reports</b>						

**Committee Member Reports**

**New Business**

<b>019-001</b>	A. Jane McGill stated that she had never got an email, except from staff. Jeff Scogin said we could post contact information for the CBOC on the website, if they elected to do that. Bernardo said to not publish their personal email addresses, to use the Prop O addresses to forward to their accounts. K.B. told the members that the District recently changed to a different email system. J.S. told everyone that the website is on a third party sever, so the Prop O website is not associated with the District servers. J.O. asked if it was the direction of the Committee to add those Building Prop O email addresses to the website. They said it was.	CBOC Members				No
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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>8. Establish Future Meeting Dates</b>						

**Future Meeting Dates**

<b>003-022</b>	A. The Board discussed meeting dates for 2011. Jaime Ortiz suggested that the CBOC meet at some of the newly built facilities, i.e. the Mar Vista High Meeting room. Debbie Espe said she liked the idea, but it was more difficult for the public to come. J.O. stated that we would still be posting the meeting locations per the Brown Act requirements. D.E. asked if anyone had any concerns. Lourdes Valdez and Jane McGill said it was a good idea. D.E. said that we would try it. Bernard Vasquez asked why we were not meeting in march 2011. J.O. explained that we are alternating between regular meetings and site walks. B.V. proposed that the CBOC meet monthly, and the next month have a site meeting. B.V. made a motion, which was seconded by Jane McGill. It was passed unanimously. The CBOC requested a special meeting to address the issues brought up by the public. Bernardo asked the staff to republish the 2011 meeting dates. D.E. asked that the January meeting be a regular meeting. After discussion, it was decided that January 13th would be the next meeting date.	Debra Discar- Espe (CBOC)				No
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Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
<b>9. Meeting Adjourned</b>						

**Adjourn**

<b>008-010</b>	Meeting adjourned 7:29pm.	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.