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**Proposition O Citizens’ Bond Oversight Committee**

**Wednesday February 22, 2017**

**TIME: 6:00 p.m. Meeting PLACE:** Sweetwater Union High District Offices

1130 District Offices-Room A/B

 Chula Vista, CA 91911

**Meeting Minutes**

1. Call Meeting to Order

Meeting was called to order at 6:06 p.m.

1. Roll Call & Pledge of Allegiance

Present: Robert Carriedo, Diane Gerken, Daniel Gutowski, Rafael Munoz, Nick Marinovich, and Ditas Yamane (Kevin O’Neill resigned)

Absent: Terrance McKearney

District Staff: Karen Janney, Moisés Aguirre, Janea Quirk, Roxanna Travers, and Diane Wilderson

1. Public Comment

None

1. Approval of Meeting Minutes: 01/18/17 – Un-adopted

 Moved by Diane Gerken, seconded by Rafael Munoz. Motion approved.

1. CBOC Vacancies and Application Process

There are four CBOC positions that need to be filled: two vacancy positions (Kevin O’Neill-term ending June 30, 2017 and David Butler-term ending June 30, 2018), Ditas Yamane’s position (she can no longer service as Parent of SUHSD Student-term ending June 30, 2017), and Nick Marinovich’s position (term ending June 30, 2017). Motion made by Nick Marinovich to start the process to fill all four positions-two positions to complete the vacant positions and two positions to start July 1, 2017. Moved by second by Robert Carriedo. Motion carried unanimously with Terrance McKearney absent.

Until the vacant positions are filled, a quorum is four members and a subcommittee is three members.

1. Bond Project Updates

Discussion on bond projects given by Moises Aguirre. Questions and discussion on the $8.5 million the district was awarded for construction related settlements. Roxanna Travers explained the contingency fund was setup for various capital projects (Construction Settlement Fund 40, Resource Code: 0221). The funds could be used to offset the payment to the HAR Settlement. Diane Gerken would like to redistribute these funds back to the sites where the funds were pulled to pay the HAR Settlement. Robert Carriedo was concerned that the board may use funds that were from Prop O and not use them for Prop O projects.

There was a discussion on establishing an $850,000 budget for ongoing future construction related expenses. The CBOC was clearly in support of the District spending lawsuit proceeds on Proposition O Projects. This item can be revisited. Moises Aguirre will check back with legal counsel.

1. Board Items Report

Nick Marinovich had questions on the following projects: changing room and snack room at SUH-why is it taking so long; BVH lights for the track and field. These items will be addressed at the next CBOC Meeting.

MVH Pool Update: Getting estimates on the project scope.

Discussion on the girl’s lockers at CVH and the cost per locker. More information will be presented at the March 2017 CBOC Meeting on the cost increase from $43,000 to $460,000.

There was a discussion on the softball field at SUH. Is this a Proposition O Project? Moisés Aguirre will check into it and report back at the March 2017 CBOC Meeting.

1. Status of Performance Audit/Scope of Work and RFQ for FY 16/17

Moises Aguirre gave update: Audit is almost compete, within the week. Available for the March 22, 2017, CBOC Meeting. The Audit will be presented at the March 8, 2017 Audit Sub Committee Meeting.

1. Six Month Review of Performance Audit Recommendations

Nick Marinovich had a concern that a six-month review after the audit is final is not required. This review would feed into the updated score card. Also, a review on the project labor agreement should be required. What is the cost impact by not having a PLA? Committee agreed that it is too early to request a cost impact.

Janea Quirk gave a presentation of the HVAC Project. Janea Quirk can ask CW Driver for an outline of PLA process.

1. Subcommittee Assignments and Process

The CBOC Committee is going to report to Nick Marinovich which committee they would like to serve on: Audit, Finance or Construction.

1. Committee Member Reports

Robert Carriedo commented on the fact that Title IX Projects seem to have the most change orders.

Dan Gutowski shared a Build a Bridge of Trust Presentation. The committee would like to review the district’s Whistleblower Policy. 43% of how fraud is found out is by whistleblowers vs. 14% by audits.

Nick Marinovich gave his Chair Report. He indicated he met with Vice Chair Gutowski and Trustee Segura on February 2, 2017, attended both board meetings, and the Audit and Finance Subcommittee. He reported on the Audit Sub Committee Meeting in which expressed the possible need for a select forensic audit.

1. Meeting Schedule/Format
	1. Calendar site locations for future regular CBOC Meetings (site tours)
	2. Tour of Plan Room
	3. Future Meeting with Board of Trustees
2. Staff Announcements/Chair Report
3. Adjourn