

# **Measure X Citizens' Bond Oversight Committee (CBOC)**

First Meeting

Tuesday, 10 May 2016, 6:30 PM

# MEETING AGENDA

Meeting Call to Order

Roll Call of Attendees and Approval of Agenda

Public Comment

Introduction of Facilities Staff

Determination of Term of Office

Appointment of Committee Chairperson

Review of Measure X Bylaws

Implementation of Measure X

Next Meeting and Tentative Future Meetings' Schedule

Future Agenda Items

Adjournment

# **SAN MATEO-FOSTER CITY SCHOOL DISTRICT STAFF:**

Carolyn Chow – Chief Business Officer

Joel Cadiz - Director

Alex Kristal – Senior Construction Manager

Robert Price – Project Manager

Mark Sherrill – Project Manager

Bridget Biggins – Project Engineer

Nancy Fergoda – Financial Analyst

Christine Kelleher – Administrative Assistant

# COMMITTEE MEMBERS:

Carole Groom – Representing Business Community

William Wong – Representing Senior Citizen Group

Eric Holm – Representing Tax Payer Organization

Ryan Nobrega – Representing Parents with Children enrolled in District

Cormac Kissane – Representing Parents with Children enrolled in District and active member of PTA

Wayne Pitcher – Representing Community at Large

Julie Scanlon – Representing Community at Large

Susan Totaro – Representing Community at Large

Fred Baer – Representing Community at Large

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- Terms begin on the date of appointment by the Board of Trustees (21 April 2016).



# CBOC RESPONSIBILITIES:

- 1) **Inform the Public** – All official communications to either the Board of Trustees or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority views of the committee.

# CBOC RESPONSIBILITIES:

## 2) Review Expenditures – The Committee shall review expenditure

Reports produced by the District to ensure that:

- a. bond proceeds were expended only for the purposes set forth in Measure X, and
- b. no bond proceeds were used for teacher or administrative salaries or other operating expenses in compliance with Attorney General Opinion 04-110, issued on November 9, 2004.

# CBOC RESPONSIBILITIES:

- 3) Annual Report - The Committee shall present to the Board, in public session, no later than March 31 following each fiscal year, an annual written report for the Measure which shall include the following:
- a. a statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
  - b. A summary of the Committee's proceedings and activities for the preceding year.

# CBOC RESPONSIBILITIES:

- 4) CBOC Responsibilities are exclusive to projects that are funded through Measure X only.

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- B)** Establishing priorities and order of construction for the bond projects, which shall be made by the Board in its sole discretion.
- C)** Selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants, and such other professionals service firms, as required to complete the project.

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- C)** Selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants, and such other professionals service firms, as required to complete the project.
- D)** The design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) which shall be determined by the Board at its sole discretion.



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- F)** The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39.
- G)** The appointment or reappointment of qualified applicants to serve in the Committee

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- ◆ Review efforts by the District to maximize bond proceeds by implementing cost saving measures.



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- ◆ Receive from the Board, within three months of the District receiving the Audits, responses to any and all findings, recommendations, and concerns addressed in the Audits, and review responses.

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- Charter Square in the middle of negotiations.

# REMAINING AGENDA ITEMS

- ◆ Next Meeting and Tentative Future Meetings' Schedule
- ◆ Future Agenda Items
- ◆ Adjournment