



# SAN MATEO-FOSTER CITY SCHOOL DISTRICT

## BOND OVERSIGHT COMMITTEE MEASURE X

### August 23, 2016 - Meeting Minutes

- 1) Call to Order:
  - a) Bond Oversight Committee (BOC) called to order at 6:00 P.M. on August 23, 2016 at the District Office, Bowditch Conference Room.
  
- 2) Roll Call:

Bond Oversight Committee Measure X Members Present:  
Fred Baer, Board approved 4/21/16; 1 year term expiring 4/20/17  
Ryan Nobrega, Board approved 4/21/16; 2 year term expiring on 4/20/18  
Wayne Pitcher, Board approved 4/21/16; 1 year term expiring on 4/20/17  
Julie Scanlon, Board approved 4/21/16; 2 year term expiring on 4/20/18  
Susan Totaro, Board approved 4/21/16; 2 year term expiring 4/20/18

Bond Oversight Committee Measure X Members Present/Late Arrival:  
Carole Groom, Board approved 4/21/16; 2 year term expiring 4/20/18  
Eric Holm, Board approved 4/21/16; 2 year term expiring 4/20/18  
Cormac Kissane, Board approved 4/21/16; 1 year term expiring 4/20/17

Bond Oversight Committee Measure X Members Absent:  
William Wong, Board approved 4/21/16; 2 year term expiring on 4/20/18

District and Facilities Staff Present  
Joel Cadiz, Director of Facilities, Maintenance, Operations and Transportation  
Bob Price, Facilities Project Manager  
Nancy Fergoda, Facilities Financial Analyst  
Christine Kelleher, Administrative Assistant
  
- 3) Public Comment: None
  
- 4) Approval of Minutes:
  - a) A quorum of BOC members was present, and the minutes from the meeting on May 10, 2016 were reviewed. No changes were recommended.
  
  - b) Motion to approve: Wayne Pitcher

Second: Julie Scanlon

In favor: All

Opposed: 0  
Action: Approved

5) Review of Agenda: No changes were recommended.

6) Review of the Financial Expenditures:

a) Joel Cadiz presented the Measure X Summary Report as of June 30, 2016.

- i. Column A - total budget for Phase I Projects is \$72,400,000. Phase I includes Charter Square; Borel gym/classrooms; Abbott gym/classrooms; Bayside STEM/STEAM gym.
- ii. Column A - total budget for Phase II Projects is \$75,700,000. Phase II includes new school in North Central San Mateo; George Hall LGI/classrooms; Sunnybrae LGI/classrooms; Bowditch admin/music/classrooms. (Joel Cadiz noted that the Phase I and Phase II budgets were presented by the Chief Business Official in January of 2016 and approved by the Board of Trustees on 1/21/16.) (Joel also noted that each Phase has a contingency of \$7,000,000 that has been included in the budget – the Board approved a total contingency of \$14,000,000 and we have split it evenly between the two Phases.)
- iii. Column B is the total spent to date (administrative salaries and expenses of \$19,504).
- iv. Column C is the total currently encumbered. Phase I is \$328,560 - Architects, geo tech, site surveys and title reports are in process for Abbott and Borel; Phase II is \$50,400 and represents a portion of the lease rental for four portables at Bowditch; the portables will be used for Measure X purposes about two years from now.
- v. Julie Scanlon asked about the \$(100,000) included in the Total Budget (Column A). Nancy explained that the Next Steps Committee (with the help of Architectural firm IBI) estimated the budget for each project and the total budget for all projects combined is actually \$148.1 million, but the bond was passed for \$148 million.

b) Joel Cadiz presented the Quarterly Expenditure Report as of June 30, 2016

- i. Column C total expenditure to date is \$19,504.
- ii. Julie Scanlon asked about School Advisors. Joel Cadiz explained they are consultants who are exploring possible alternative funding sources to see if some portion of any of the approved Measure X projects can be funded outside of Measure X.

7) Program Status Update:

a) Joel Cadiz presented a power point presentation which included Phase I Measure X Projects:

i. Abbott Middle School

- a) Cody Anderson Wasney was selected as the Architect for this project on May 11, 2016. BKF Engineering did a site utility survey in June.
- b) Abbott will be getting 6 classrooms (less than originally planned due to estimated decrease in enrollment from the estimate at the time the Bond was passed).

ii. Borel Middle School

- a) Borel Middle School Kick off meeting is September 8, 2016. The attendees are: CSDA Architect Firm; Principals; Teachers; Project Manager and Director of FMOT.

- b) BFK Engineering did a utility survey in June.
- c) Borel will be getting 10 classrooms per the estimated increase in enrollment.
- d) Joel explained the location of gym will be discussed with the Architect Firm (CSDA) – site has a variety of elevation changes that complicate the location selection.

iii. Bayside STEM/STEAM

- a) Digging trenches for power, data, phone and fire alarm for the new gym.
- iv. Joel mentioned pools of design professionals have been selected (architect, CEQA, civil engineers, geo techs, hazmat material and testing). IOR is still in process.
- v. Foster City “Charter Square” is still in negotiations.

8) Future Meetings and Dates:

- a) Next BOC meeting will be held on November 15, 2016 at the District office, at 6:00 p.m. Facilities staff will send a meeting invitation to all attendees.

9) Future Agenda Items: No changes were recommended

10) Meeting Adjourned at 6:35