

**MEASURE C BOND OVERSIGHT COMMITTEE MEETING
APPROVED MINUTES
January 28, 2010**

Meeting called to order at 6:40 PM.

Location: Pine Room, San Mateo Office of Education, 101 Twin Dolphin Drive, Redwood City

1. Roll Call

Members Present: Andrew Eliopoulos, Robin Carlier, Lee Fernandez, Pete Hughes, Lawrence Pon, Carole Wong

Member Absent: John Hall

District Staff: Nellie Hungerford

Guests: Cherie Ho, Kevin Tom

2. Approval of Minutes

- a. November 10, 2009 – Upon motion by Andrew Eliopoulos and properly seconded by Lee Fernandez, the minutes of the November 10, 2009 meeting were approved as amended (6 ayes).

3. Member Report / Comments – Carole Wong reported that, according to the San Mateo County Treasurer, the total cost of the Measure C bond is \$47.6M (\$25M face value plus \$22.6M in interest). Due to holidays and personal schedules, only one committee member was able to review the expenditures and inspectors binders.

4. Public Comments / Questions -- None

5. Report from Nellie Hungerford, Asst. Supt., Business Services & Operations

a. New School Update

- The day care building will be in place in two weeks.
- In mid-February, the administrative building is due to be inspected for acceptance and occupancy. Once completed, the District will take ownership of the building.
- By end of March or early April, the rest of the campus will be ready for inspection for acceptance and occupancy.
- Efforts to resolve an issue regarding connection to Redwood City's sewer system is underway.
- The perimeter fence will remain in place until the school opens in August.

b. Transition Update – presented by Cherie Ho

- i. Name of the New School – Larry Pon presented the Naming Committee's recommendation to the Board: Redwood Shores Elementary School. The Board approved this name.
- ii. Day Care Center Update – Lee Fernandez served on the committee to review and recommend day care provider. Two applicants met the committee's criteria. The committee recommended to the Board that "Cipriani After School Care" be awarded the contract for one year.

c. Field Trip Date – Scheduled for Tuesday, March 25th at 3:00 pm.

6. Review of Measure C Bond Fund

a. Summary of Bond Fund Expenditures Report as of December 31, 2009

- As of December 31, 2009, the project's cost overrun (bond fund deficit) is \$181,968 (due to Board decision to proceed with additional daycare rooms using bond fund surplus supplemented by monies from the Capital Facilities Fund 25). As reported at the November 10, 2009 meeting, it is hoped that the District will receive State facilities growth fund to pay back the Capital Facilities Fund.

b. Inspectors' Reports as of December 31, 2009

- Carole Wong reported on Mitch Rhodes' (Blach Construction) response to open items raised by the Inspector of Record (Ted Curtis) in his reports. Issues concerning fire alarms, sprinkler systems, and fixture bracing have been resolved.

c. Financial Audit Report for Fiscal Year Ended June 30, 2009

- Report was reviewed. No issues were identified.

d. Performance Audit Reports

- i. 2007-2008 – Clean, no issues to report (based on agreed-upon procedures)
- ii. 2008-2009 -- Clean, no issues to report (based on agreed-upon procedures)

- e. Public Comment / Questions -- None
 - f. Members' Reports -- None
 - g. Acceptance Vote -- Upon motion made by Pete Hughes and properly seconded by Larry Pon, it was unanimously passed to accept all reports as presented:
 - i. Bond Fund Expenditures Summary, 12-31-09
 - ii. Inspectors' Reports as of 12-31-09
 - iii. Financial Audit Report, fiscal year ended 06-30-09
 - iv. Performance Audit Reports
 - 1. 2007-2008
 - 2. 2008-2009
 - h. Items Requiring Follow-up -- None
7. Investment Pool Report – Larry Pon reports that next San Mateo County Investment Pool Oversight Committee meeting is April 19, 2010.
8. Committee Membership
- a. Update on members for re-appointment to second term – District staff recommendations included: reassigning Lee Fernandez to the slot for senior citizen organization (the slot about to be vacated by Pete Hughes who had served the maximum of two terms) and reappoint her for a second term; reappoint Robin Carlier for a second term representing a bona fide taxpayers association; and reappoint Carole Wong for a second term representing the community at-large.
 - b. Update on candidates – One application was received for the At-Large seat recently vacated by Lee Fernandez.
9. New Business
- a. The Committee and District staff thanked Pete Hughes for his two terms of service and dedication to making the new school a reality.
 - b. Upon motion by Carole Wong and properly seconded by Larry Pon, it was unanimously passed to nominate Pete Hughes and Cherie Ho as the Grand Opening Celebration Committee.
10. Future Agenda Items for April 20, 2010 – Draft was reviewed and agreed upon.
11. Adjournment – Upon motion by Lee Fernandez and properly seconded by Pete Hughes, it was unanimously passed to adjourn the meeting at 8:01 PM.