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Berryessa Union School District  
**BOND OVERSIGHT COMMITTEE MEETING**

**AGENDA**

Wednesday, January 17, 2001

7:00 p.m.

Berryessa Union School District Office  
1376 Piedmont Road, San Jose, CA 95132

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**I. CALL TO ORDER AND ROLL CALL**

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**II. AGENDA ITEMS**

*Items to be added or deleted according to G.C. 54954.2*

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**III. CONSENT AGENDA**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES** *The Committee will review the minutes of the November 1, 2000 Meeting for any adjustments and adoption.*

**PUBLIC COMMENTS**

**BOARD CONSIDERATION**

**ACTION**

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**IV. COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA**

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**V. REPORTS**

**A. Staff Reports**

**1. Financial Information – to include**

**Cash Flow Projections**

*The Committee will review the financial information.*

**PUBLIC COMMENTS**

**COMMITTEE CONSIDERATION**

**INFO/ACTION**

**2. Landscaping - \$100,000 from Bond**

**Refinancing Proceeds**

*The Committee will review landscaping options.*

**PUBLIC COMMENTS**

**COMMITTEE CONSIDERATION**

**INFO/ACTION**

**BOARD OF TRUSTEES**

Nicholas Chernoff

Liz Chew

Francine Davis

Linda Hermann

Rudy Nasol

3. **Status of Modernization Projects**  
*A Staff report will be given on the status of each of the current projects.*  
**PUBLIC COMMENTS**  
**COMMITTEE CONSIDERATION**                      **INFO/ACTION**
  
  4. **Update on Restrooms**  
*A Staff report will be given on the status of the restrooms.*  
**PUBLIC COMMENTS**  
**COMMITTEE CONSIDERATION**                      **INFO/ACTION**
  
  5. **Other**  
**PUBLIC COMMENTS**  
**COMMITTEE CONSIDERATION**                      **INFO/ACTION**
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**V. ADJOURNMENT**

**BERRYESSA UNION SCHOOL DISTRICT**

**BOND OVERSIGHT COMMITTEE MINUTES**

**Wednesday, November 1, 2000, 7:00 p.m.**

**District Office Board Room**

The meeting was called to order at 7:05 p.m. Members of the committee in attendance: Connie Bates, Susan Cassens, John Coyle, Peter Franz, Robert Garcia, William Hughes, Mary Larson, Raymond Lorenzo Jr., District Staff in attendance: Pam Dayhoff, Kathy Deussen, June Rono, Margaret Galvin. Guests: Julie Holifield, Neil Inglis, Lee Salin (HMC Architects).

Since there were several new members, Pam Dayhoff asked the attendees to introduce themselves.

There was a motion to make an addition to the Agenda under No. 5 "Committee Membership" to add "Election of Officers" and it was approved by a unanimous vote. There are 8 members, which represents a quorum. Mary Larsen was seated as a member in place of Kathy Deussen who became ineligible to serve after she became a District employee.

The addition of the word "large" premium was added to the remodel the restrooms in the minutes of September 5, 2000, and then were approved by the committee.

There were no comments from the public.

Pam Dayhoff distributed Construction Accounting Report #6. The new members were given a binder with historical information.

Pam Dayhoff asked if everyone had reviewed the Mission Statement & Bylaws. This motion was delayed until the end of the meeting.

Julie Holifield gave a presentation on the Updated Financial Reports and an explanation of all the sections of the report. It was suggested that Julie note when there are exceptions and if the balance left in the budget could also be shown on the report. Julie stated that this would be the next step. Bill Hughes asked if they could receive the Construction Report before the meeting but Julie explained that it would not be as updated. Kathy Deussen requested a detailed Chart of Accounts. Change orders are shown in amount only but the reasons for the Change Orders would have to come from June Rono. An error was noted on several pages that the formula was not inserted which Julie will correct. It was stated that backup material is maintained on all invoices. Julie explained that she meets with the District once a month and that this report is intended to be an accounting of all items so the district can look at this and know exactly the status of the program. Julie stated if anyone has any other questions or needs to advise Pam Dayhoff or June Rono.

Pam Dayhoff explained where the source is of all the funds.

The question was raised about responsibility of paying extra expenses caused by striking workers. Lee Salin explained different circumstances and responsibilities. The process for payment by the contractor was discussed.

June Rono gave a brief modernization background to the new members of the committee and distributed the following charts:

- District Modernization Projects
- State Modernization Funding, Phase I
- State Modernization Funding, Phase II
- Funding Availability Summary
- Facility Needs Cost Matrix
- School Facilities Comparison Matrix
- Standard Modernization Scope
- Project Bid Results
- Modernization Budget Cost Matrix

There was discussion on traffic control at the modernization schools because it is a major concern.

Extra costs and reasons for delay in construction was discussed. Renee Braun has done construction reviews.

The Board authorized the administration to proceed with the bidding process for the restrooms. HMC will be the architect on the students' restrooms and hope to go out to bid in February or March 2001.

Pam Dayhoff distributed the revised Mission Statement & Bylaws, which the Committee then approved.

The election of officers was then held and the following are the results:

Chairperson:	Susan Cassens
Vice Chairperson:	Peter Franz
Secretary:	Connie Bates

The next meeting of the Committee is scheduled for January 17, 2001 at 7:00 p.m. in the District Office Board Room.

The meeting adjourned at 8:50 p.m.

MG:hjs  
BONDOVERSIGHTMINUTES