

# WCCUSD



## CITIZENS' BOND OVERSIGHT COMMITTEE MEETING PACKET FOR APRIL 14, 2025

2010 MEASURE D ~ 2012 MEASURE E ~ 2020 MEASURE R

1400 MARINA WAY SOUTH RICHMOND, CA 94804

# **CBOC**

## **GROUND RULES AND NORMS**

Every team has two components that team members must keep in mind if the team is going to succeed.

- The team must pay attention to the Committee's purpose.
- The team must also carefully shape and monitor the team process it uses to accomplish its purpose.

Team process includes:

- How team members interact with and communicate with each other
- How team members will be responsible and accountable for accomplishing the CBOC's purpose

These team norms or ground rules are established with all members of the team participating equally:

- Recognize cross-disciplinary interaction requires patience and openness to diverse perspectives
- All views are important
- Participation needs to be equitable and balanced
- Expect, respect, and accept disagreements
- Reducing defensiveness is the responsibility of all
- Be tough on issues not on each other
- Place cell phones on silent
- Read agenda packet before the meeting

# WCCUSD

## CITIZENS' BOND OVERSIGHT COMMITTEE

### BASIC PARLIAMENTARY PROCEDURES

#### THE CBOC CONDUCTS THEIR AFFAIRS USING ROBERTS RULES OF ORDER DEVIATIONS MAY BE FOUND IN THE CBOC BY-LAWS

All discussions and actions go through the Chair.

All actions require a MOTION and a SECOND before proceeding.

- Once a MOTION has been seconded, it then belongs to the body.
- There is no such thing as a friendly (or unfriendly) amendment. Amendments are made and seconded, discussed and then the amendment is voted on for acceptance or rejection.
- If an amendment is passed, then the AMENDED MOTION is voted on.

Motions and amendments need to be clear and concise in what is being discussed and voted on. The CBOC does not vote on general ideas—they vote on specific language. Words matter.

A **MOTION TO END DEBATE** must be seconded and requires a 2/3 majority for passage.

- A MOTION TO TABLE is used to postpone the vote on an issue **until a later date**.
- A MOTION TO TABLE **cannot** be used as a means to kill a motion—only postpone it.
- When a MOTION TO TABLE is made, it must also be stated when the item is to be removed from the table for a vote.
- Motions require a simple majority (50%+1 of those voting in the affirmative) for passage.
- An ABSTENTION does not count as a 'YES' or a 'NO' vote. An ABSTENTION is used to validate that a quorum exists. A "PRESENT" vote Does not count as a 'YES' or a 'NO'.

A quorum (50%+1 of the total number of CBOC members) must be present to vote on any issue.

A MOTION TO ADJOURN is always in order.



**WCCUSD  
CITIZENS' BOND OVERSIGHT COMMITTEE**

**Brendan  
Havenar-Daughton**  
Vice Chair

**Don  
Gosney**  
Chair

**Ariel  
Xi**  
Secretary

**WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
CBOC**

2010 Measure D    2012 Measure E    2020 Measure R

**A G E N D A**

Monday April 14, 2025 at 6:15 PM

To join by computer, please click the link below to join the webinar

<https://wccusd.zoom.us/j/95267496270>

Or by Telephone: US: 1+(669) 444-9171  
Webinar ID: 952 6749 6270

Note: Links in this document are PDFs on Google Drive. Clicking on the links should open the PDFs in a web browser on your computer. The full agenda packet may be viewed on the CBOC website or by clicking this link:

**Prior to the opening of this meeting, instructions are to be provided for anyone seeking Spanish translation.**

**04.14.25 CBOC AGENDA PACKET**

**A) OPENING PROCEDURES**

**B) CALL TO ORDER**

# WCCUSD

## CITIZENS' BOND OVERSIGHT COMMITTEE

### **C) ROLL CALL**

Don Gosney ~ Chair  
Brendan Havenar-Daughton ~ Vice Chair  
Jia Ma  
Andrew Butt  
Andrea Landin  
Tashiana Johnson  
Lin Johnson  
[7 members ~ 4 required for a quorum]

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### **D) APPROVAL OF AGENDA**

To discuss a Consent Calendar item, it must be removed from the agenda.

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### **E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

Items already on the agenda may not be spoken on in this section.  
Speakers must fill out a Speaker Form with the appropriate agenda item listed. If speaking remotely, the speaker must raise their hand.  
Speakers will be allowed three minutes

## **D I S T R I C T   R E P O R T S**

### **F) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS**

**(Melissa Payne/Ellen Meija Hooper)**

Presentation on progress of current Bond Projects including newsletters and financial reports

## **D I S C U S S I O N   O N L Y**

## **P R O J E C T   S T A T U S   R E P O R T S**

**04.14.25 Project Status Update Presentation**

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# **WCCUSD**

## **CITIZENS' BOND OVERSIGHT COMMITTEE**

**04.14.25 Kennedy HS Project Status Report**  
**Page 27 of 81**

**04.14.25 Lake Elementary Project Status Report**  
**Page 28 of 81**

**04.14.25 Shannon Project Status Report**  
**Page 29 of 81**

**04.25 Kennedy HS Newsletter**  
**Page 30 of 81**

**04.25 Lake ES Newsletter**  
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**04.25 Shannon ES Campus Newsletter**  
**Page 34 of 81**

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### **F I N A N C I A L   R E P O R T S**

**03.31.25 Report 13 Bond Program Financial Status**  
**Page 36 of 81**

**03.31.25 Report 13A Bond Program Financial Status**  
**Page 40 of 81**

**03.31.25 Report 2 Bond Program Spending to Date**  
**Page 41 of 81**

**03.31.25 AP Check List**  
**Page 43 of 81**

**---Call for Public Comment---**

# WCCUSD

## CITIZENS' BOND OVERSIGHT COMMITTEE

### U S E F U L   L I N K S

#### PROJECT MANAGEMENT PLAN

<https://www.wccusd.net/Page/13520>

#### REPORTING PORTAL

<https://aareports-staging.colbitech.net/wccusd>

### C B O C   R E P O R T S

#### C O N S E N T   I T E M S D I S C U S S I O N   O N L Y

Unless pulled from the consent calendar by a member of the CBOC, staff or the public, consent items are approved without discussion

#### G)   CBOC MEMBER INFORMATION REQUEST LOG F O R   I N F O R M A T I O N   O N L Y

No new information requests have been submitted since 09.16.24 and all have been resolved.

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#### H)   CBOC REPORT TO THE BOARD OF EDUCATION AND THE PUBLIC

03.12.25 CBOC Standing Report  
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#### I)   ROLLING ATTENDANCE LOG F O R   I N F O R M A T I O N   O N L Y

04.25 CBOC Attendance Log  
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#### J)   CALENDAR F O R   I N F O R M A T I O N   O N L Y

04.14.25 CBOC Meeting Calendar  
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# WCCUSD

## CITIZENS' BOND OVERSIGHT COMMITTEE

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### **K) MINUTES**

**03.10.25 Draft CBOC Meeting Minutes**  
**Page 51 of 81**

**03.19.25 Draft CBOC-BOE Joint Meeting Minutes**  
**Page 61 of 81**

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### **L) NEW MEMBER APPLICATIONS**

**William Claus CBOC Application**  
**Page 66 of 81**

## **C O M M I T T E E   R E P O R T S**

### **M) 2020 ANNUAL REPORT**

**(Brendan Havenar-Daughton & Don Gosney)**

#### **A C T I O N   I T E M**

**'22/'23 Draft CBOC Bond Program Annual Report**  
**Page 67 of 81**

**Annual Report Items for Inclusion**  
**Page 78 of 81**

**'16 Annual Report Contents**  
**Page 79 of 81**

**'18 Annual Report Contents**  
**Page 80 of 81**

Receive a report on the status of the 2024 Annual Report and take action as necessary.

**---Call for Public Comment---**

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# WCCUSD

## CITIZENS' BOND OVERSIGHT COMMITTEE

### **N) CBOC MEMBERSHIP**

**(Don Gosney)**

#### **A C T I O N I T E M**

Discuss and act on the CBOC Membership Application Process

**---Call for Public Comment---**

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### **O) SITE VISITS**

**(Don Gosney)**

#### **A C T I O N I T E M**

Review and provide direction on visits to Bond Program projects.

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### **P) ZOOM RECORDINGS**

**(Don Gosney)**

#### **D I S C U S S I O N I T E M**

Discuss the desire/need for Spanish language translations on video recordings.

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### **Q) CHAIRPERSON REPORT**

**(Don Gosney)**

Reports on issues relevant to the operation of the CBOC

**---Call for Public Comment---**

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### **R) FUTURE AGENDA TOPICS**

**(Don Gosney)**

#### **D I S C U S S I O N O N L Y**

Suggest and discuss issues that the CBOC and members of the public want to see brought up at future meetings of the CBOC.

04.14.25 Future Agenda Items Log

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**---Call for Public Comment---**

# WCCUSD

## CITIZENS' BOND OVERSIGHT COMMITTEE

### **S) ADJOURNMENT**

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**NEXT SCHEDULED CBOC MEETING:****May 12<sup>th</sup>, 2025**

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#### **Disability Information**

Upon written request to the District, disability related modifications or accommodations—including auxiliary aids or services—will be provided. Contact the Superintendent's Office at (510) 231-1101 at least 48 hours in advance of the meeting.



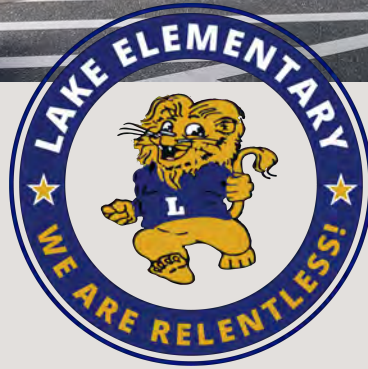
# Project Status Update

## Citizens' Bond Oversight Committee

April 14, 2025

# Project Status Update

|              | Site             | Project                         | Type                   | Status   |
|--------------|------------------|---------------------------------|------------------------|--|
| DESIGN       | Stege ES         | Campus Replacement              | Design Build           | Schematic Design   |
|              | Kennedy HS       | Modernization                   | Lease Lease Back       | <ul style="list-style-type: none"> <li>• DSA Backcheck for Phase 1.2</li> <li>• Construction Documents for Phase 1.3</li> <li>• Design Development for Phases 2 and 3</li> </ul>         |
|              | Richmond HS      | Modernization                   | Lease Lease Back       | <ul style="list-style-type: none"> <li>• DSA Review for Utility Make Ready Package</li> <li>• Construction Documents Phase 1</li> <li>• Design Development for Phases 2 and 3</li> </ul> |
|              | Pinole Valley HS | Fields Restoration & Bleachers  | Design Bid Build       | Design   |
|              | Site             | Project                         | Type                   | Status   |
| CONSTRUCTION | Lake ES          | Campus Replacement              | Design Build           | <ul style="list-style-type: none"> <li>• Increment 1 – Complete</li> <li>• Increment 2 – Construction</li> </ul>   |
|              | Kennedy HS       | Admin Relocation and Demolition | Several Small Projects | <ul style="list-style-type: none"> <li>• Admin Relocation – Construction</li> <li>• Demolition of the 100, 200, and 500 Buildings</li> </ul>   |
|              | Shannon ES       | Critical Needs: MPR             | Design Bid Build       | Construction   |



# Lake Elementary School Campus Replacement

This two-phase project is the replacement of the Lake ES campus. The first phase includes new classrooms, library, and admin buildings and site work on the east half of the campus. The second phase will include new kindergarten and cafeteria buildings and remaining site work on the west half of the campus.

# Lake ES - Rebuild



Drywall install at the Kindergarten Buildings



# Lake ES - Rebuild



# Shannon Multipurpose Room Replacement Project

The primary purpose of this project is to build a new multi purpose room with dining area, stage, and food services kitchen, server, and support spaces. After the completion of the new building, the existing cafeteria portable will be removed. The project will include roll-up doors to support connection to the exterior, landscaping around the building, and infrastructure for a new garden.





# Shannon ES - New Multi Purpose Room



Preparing for Stucco

# Shannon ES - New Multi Purpose Room



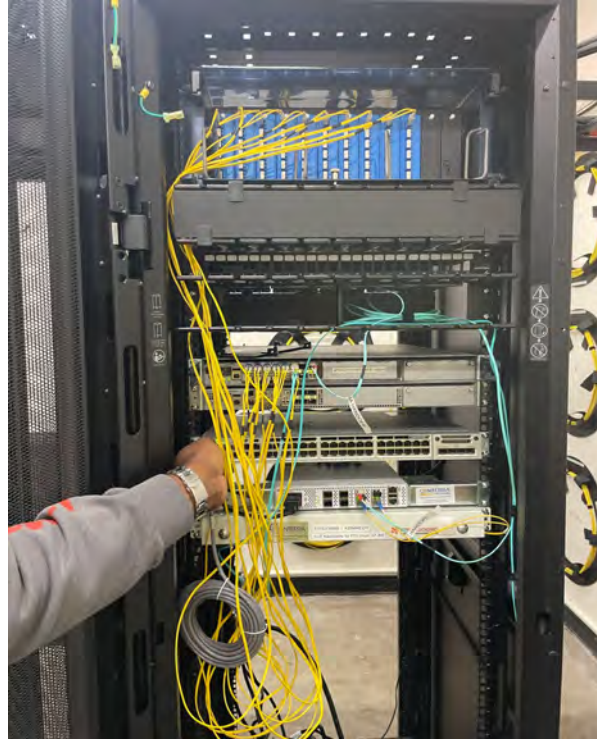
Insulation in progress



## Kennedy Admin Relocation Project

The Kennedy High School projects includes the relocation of the 100 and 200 Building occupants and the demolition of the buildings.

# Kennedy Admin Relocation Project



Connecting existing buildings Intermediate  
Distribution Frame rooms (IDF)





# Stege Elementary School Campus Rebuild

This project is the rebuild of the Stege ES campus. This project will replace the existing school buildings and provide a new site design. The school has been relocated temporarily to a temporary campus co-located at the DeJean Middle School campus site until construction is complete. Demolition of the campus is scheduled for this spring/summer, and completion of the rebuild project is anticipated for the fall of 2027.

# Stege Modernization Update

## Activities This Month

- Staff meeting to review learning spaces design
- Schematic design submission
- Bid process for the demolition of the existing campus



# Kennedy High School Campus Modernization

Kennedy High School Modernization project includes a new two-story classroom and office building along Cutting Blvd. A combination cafeteria and performance space will replace the 500 Building. A remodel of the 600 Building and existing cafeteria will accommodate the Career Technical programs. The remaining building will be updated.



# Kennedy Modernization Update

## Activities This Month

- Responding to DSA backcheck comments for Phase 1.2
- Refinements of the building design for interior and exterior details
- Attend open house
- Celebration of the 100/200 Building





# Richmond High School Campus Modernization

Richmond High School Modernization includes demolishing part of the classroom building and building a new two-story building along 23rd Street. The remaining portion of the classroom building will be updated, including adding windows. The large gym and 600 Buildings will be refreshed.



# Richmond Modernization Update

## Activities This Month

- Utility Make Ready Package submission to DSA
- Attend open house
- Focus Group Meeting for speciality programs





## Kennedy High School Admin Relocation Project

Project No: 1000004435

DSA No: 01-121318

### Project Scope

Relocating fire panel to new MDF room. Install annunciator and pull station in new administration office at portable #12. Reconnect existing buildings to fire alarm panel. Relocating the existing panels and equipment for the Alarm System, Clock/Speaker System, Security Alarm System, and Telephone System from existing MDF Room to new MDF Room in Bldg. 300. Provide new 12 strand single mode fiber optics cable to all existing IDF's from MDF.

### Schedule

|                                 |                  |
|---------------------------------|------------------|
| Notice to Proceed               | 11/1/2024        |
| Original Project Duration       | 129              |
| Final Completion                | 3/10/2025        |
| Approved Time Extensions        | 21               |
| <b>Revised Project Duration</b> | <b>150</b>       |
| <b>Revised Completion Date</b>  | <b>3/31/2025</b> |
| Calendar Days Elapsed           | 151              |
|                                 | 101%             |

### Project Team

|                      |   |
|----------------------|---|
| Owner                | WCCUSD  |
| Contractor           | Beals Martin                                    |
| Construction Manager | Roebbelen Construction Management Services, Inc |
| Inspector            | Nemanja Vorkapic                                |

|   |  |                    |    |
|---|--|--------------------|----|
| Contract Summary                                | Original Contract Amount                                   | \$2,261,774        |    |
|   | Executed Change Orders                                     | \$27,265.96        |    |
|   | Unforeseen Conditions                                      | \$849.00           |    |
|   | Owner Requested  | \$0                |    |
|   | Design Changes   | \$26,417           |    |
|   | Outside Agency/ Other                                      | \$0                |    |
|   | <b>Revised Contract Amount (contract + \$ Executed CO)</b> | <b>\$2,289,040</b> |    |
|   | No. of Cos   | 1                  |    |
|   | Pending PCOs   | \$5,343.09         | 0% |
|   | Rejected/Voided PCOs                                       | \$902.00           | 0% |
| Completed, Stored, Billed and Processed to Date | <b>\$1,488,760.00</b>                                      |                    |    |
|   | Stop Notices   | \$0                |    |

|                 |  |
|-----------------|--|
| Project Updates | <b>Activities Last Month:</b>  |
|                 | Splicing fiber line, disconnecting fiber line in old MDF and connecting to fiber line in new MDF room. Terminating fiber lines and cross over. Electrical and Architectural punch walk, Hauling spoils to landfill, remove debris, heavy equipment, and clean up the site. Closeout documents and As-Built hard copy and soft copy provided. |
|                 | <b>Upcoming Work:</b>  |
|                 | Reviewing the closeout documents and issuing completion notice.  |

### ACRONYMS:

MDF - Main Distribution Frame

IDF - Intermediate Distribution Frames

# Project Status Report: 4/1/2025



## Lake Elementary School Replacement Project

2700 11th St.  
San Pablo, CA, 94806

Project No: 1000003734 DSA No: 01-119938

### Project Scope

Replacement of existing campus with construction of six new buildings. The first phase includes demolition of existing Kindergarten Building and construction of three of the new buildings and site work on the East half of the campus. The second phase will include the other three new buildings and remaining site work on the West half of the campus.

### Schedule

|                                 |                   |
|---------------------------------|-------------------|
| Notice to Proceed               | 8/5/2021          |
| Original Project Duration       | 1258              |
| Final Completion                | 1/24/2025         |
| Approved Time Extensions        | 297               |
| <b>Revised Project Duration</b> | <b>1555</b>       |
| <b>Revised Completion Date</b>  | <b>11/17/2025</b> |
| Calendar Days Elapsed           | 1344 86%          |

### Project Team

|                      |                             |
|----------------------|-----------------------------|
| Owner                | WCCUSD                      |
| Design Build Entity  | Alten Construction & Co.    |
| Construction Manager | Cumming Management Group    |
| Inspector            | DSA School Inspectors, Inc. |

|                  |  |                         |
|------------------|--|-------------------------|
| Contract Summary | Amended Base Contract Amount                                       | \$50,466,705            |
|                  | Amended Project Contingency  | \$781,522               |
|                  | Amended District Contingency                                       | \$3,406,055             |
|                  | <b>Original Contract Amount</b>                                    | <b>\$54,654,282</b>     |
|                  | Contract Ammendments   | \$2,500,000             |
|                  | <b>Revised Contract Amount</b>                                     | <b>\$57,154,282</b>     |
|                  |  |                         |
|                  | <b>Amended Project Contingency</b>                                 | <b>\$781,522</b>        |
|                  | Executed CO  | \$483,118               |
|                  | <b>Remaining Contingency</b>                                       | <b>\$298,404</b>        |
|                  | Open PCOs  | \$107,395               |
|                  | Rejected PCOs  | \$37,786                |
|                  |  |                         |
|                  | <b>Amended District Contingency</b>                                | <b>\$3,406,055</b>      |
|                  | Executed CO  | \$1,358,895             |
|                  | <b>Remaining Contingency</b>                                       | <b>\$2,047,160</b>      |
|                  | Open PCOs  | \$94,963                |
|                  | Rejected PCOs  | \$117,389               |
|                  |  |                         |
|                  | <b>Completed &amp; Stored &amp; Billed &amp; Processed to Date</b> | <b>\$42,204,032 77%</b> |
|                  | Stop Notices   | \$0                     |

### Project Updates

|   |
|---|
| <b>Activities Last Month:</b>   |
| Phase 1B:<br>Building F complete MEPs and Fire sprinkler rough and main lines, interior wall framing and blocking, roofing, exterior wall lath, windows and building dry-in. Building insulation, prelim gupsumboard and exterior plaster. Building E complete MEPs and Fire sprinkler rough and main lines, interior wall framing and blocking, roofing, exterior wall lath, windows and building dry-in. Building insulation, prelim gupsumboard and exterior plaster. Building D continue rough framing and blocking, stage ramp and stairs, continue accoustical metal roof deck, rough MEPs &FS, start roofing, complete canopy piers. |
| <b>Upcoming Work</b>  |
| Phase 1B:<br>Building F: Complete gypboard tape and finish, plaster brown and finish coat, remove scaffold, electrical feeders, HVAC units on roof, start paint. prelim gupsumboard and exterior plaster. Building E: Complete gypboard tape and finish, plaster brown and finish coat, remove scaffold, electrical feeders, HVAC units on roof, start paint. prelim gupsumboard and exterior plaster. Building D: Finish rough framing and blocking, accoustical metal roof deck, rough MEPs &FS, roofing, plaster scratch, brown and finish.  |

### ACRONYMS:

MEP - Mechanical Electrical Plumbing  
FS - Fire Sprinklers



## Shannon Elementary School CNP - Multipurpose Building

Project No: 1000004297 DSA No: 01-120507

|               |   |
|---------------|---|
| Project Scope | Replace the multipurpose building, provide new site improvements and a trash enclosure. |
|               |   |

|          |                           |           |     |
|----------|---------------------------|-----------|-----|
| Schedule | Notice to Proceed         | 4/30/2024 |     |
|          | Original Project Duration | 425       |     |
|          | Final Completion          | 8/1/2025  |     |
|          | Approved Time Extensions  | 0         |     |
|          | Revised Project Duration  | 425       |     |
|          | Revised Completion Date   | 8/1/2025  |     |
|          | Calendar Days Elapsed     | 337       | 79% |

|              |                      |                          |
|--------------|----------------------|--------------------------|
| Project Team | Owner                | WCCUSD                   |
|              | Contractor           | Strawn Construction Inc. |
|              | Construction Manager | Cumming Management Group |
|              | Inspector            | MWC & Associates         |

|                  |   |                |    |
|------------------|---|----------------|----|
| Contract Summary | Original Contract Amount                            | \$7,852,000    |    |
|                  | Executed Change Orders                              | \$27,714.65    |    |
|                  | Unforeseen Conditions                               | \$0.00         |    |
|                  | Owner Requested                                     | \$1,028        |    |
|                  | Design Changes                                      | \$26,687       |    |
|                  | Outside Agency/ Other                               | \$0            |    |
|                  | Revised Contract Amount (contract + \$ Executed CO) | \$7,879,715    |    |
|                  | No. of Cos  | 0              |    |
|                  | Pending PCOs  | \$99,318.23    | 1% |
|                  | Rejected/Voided PCOs                                | \$34,396.82    | 0% |
|                  | Completed, Stored, Billed and Processed to Date     | \$2,996,392.09 |    |
|                  | Stop Notices  | \$0            |    |

|                 |                        |   |
|-----------------|------------------------|---|
| Project Updates | Activities Last Month: | Rough framing and blocking, rough MEP, weather barrier and lath, sheet metals, door frames, start insulation and pre-gyp.       |
|                 | Upcoming Work:         | Continue rough framing and blocking, MEP rough in, exterior sheetmetal, lath and plaster, insulation and gypboard installation. |

### ACRONYMS:

MEP - Mechanical Electrical Plumbing

FS - Fire Sprinklers



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

# CONSTRUCTION NEWSLETTER



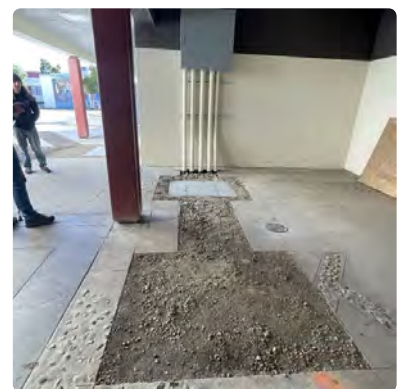
## KENNEDY HIGH SCHOOL ADMIN RELOCATION PROJECT



## Project Updates - April 2025

### Construction Activity

- Splicing, disconnecting, and reconnecting to fiber line in new MDF Room.
- Electrical and Architectural punch walk, and clean up site
- Closeout documents



### Construction Work Planned for this Month

- Reviewing closeout documents
- Issuing completion notice
- NEXT STEP: Starting the demolition project

## Celebration of the 100 / 200 Building

Thank you for all who came out to the event! We appreciate the participation and Don Gosney for the photo of the participants on the grand stair.





## Project Website



**Connecting existing  
buildings IDF**

### Contact Information

**Architect:**

HKIT Architects

**Construction Manager:**

Tim Haley

tim.haley@wccusd.net



**Removing Soil Stockpiles**



### **KHS Project Newsletter**

WCCUSD Facilities Planning & Construction

**Subscribe**





WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

# CONSTRUCTION NEWSLETTER



## LAKE ELEMENTARY CAMPUS REPLACEMENT PROJECT

### Project Updates - April 2025

#### Construction Activity

##### Building E and F (Kindergarten Wings)

- The completion of the mechanical, electrical, plumbing, and fire sprinkler systems.
- Main lines ,interior wall framing and blocking, roofing, exterior wall lath, windows and building dry-in is completed
- Building insulation, prelim gypsum board and exterior plaster in progress.



##### Building D (Cafeteria)

- Continuation of rough framing and installation of the acoustical metal deck
- The installation of the mechanical, electrical, plumbing, and fire sprinkler systems behind the wall and above the ceiling will continue
- Begin roofing





## Project Overview

- **Project Scope:** The primary purpose of this project is to replace the school campus. The campus will be occupied during the duration of this project. The project has two main construction phases. The project design started in August 2021, and the first phase of construction is complete. Phase 2 is scheduled through Fall 2025. The first phase included new buildings and site work on the East half of the campus, and the second phase will include new buildings and remaining site work on the West half of the campus. This project is an investment in our community through the use of taxpayer bond dollars.
- **Architect:** Quattrocchi Kwok Architects - QKA
- **Anticipated Completion:** Fall 2025

### Join the CBOC!

We are accepting applications to join the Citizens' Bond Oversight Committee (CBOC). The CBOC reviews bond-funded school projects and informs the public about bond expenditures and uses.

Sign up here: [bit.ly/CBOCWCCUSD23](https://bit.ly/CBOCWCCUSD23)



## Project Website

Additional information and past newsletters can be found on the project website. To receive an email of this monthly newsletter or ask a project question, please email: [askfacilities@wccusd.net](mailto:askfacilities@wccusd.net)



**Drilling for Canopy Structure**

Project Team

**Design Build Contractor:**  
Alten Construction

**Construction Manager:**  
Cumming Management Group  
Matthew Medeiros  
[matthew.medeiros@wccusd.net](mailto:matthew.medeiros@wccusd.net)



**Cafeteria and Kinder Buildings**



**Lake Construction Newsletter**  
WCCUSD Facilities Planning & Construction

Subscribe





WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CONSTRUCTION NEWSLETTER



### SHANNON ELEMENTARY MULTI PURPOSE ROOM REPLACEMENT PROJECT

## Project Updates - April 2025

### Construction Activity

- Installing weather barrier systems, metal flashing, and door/window frames
- Continue mechanical, electrical, plumbing installation inside the walls and installing in wall insulation



## Project Overview

- **Project Scope:** The primary purpose of this project is to build a new multi-purpose room with a dining area, stage, and food services kitchen, server, and support spaces. After the completion of the new building, the existing cafeteria portable will be removed. The project will include roll-up doors to support connection to the exterior, landscaping around the building, and infrastructure for a new garden. This project is an investment in our community through the use of taxpayer bond dollars.
- **Architect:** Hamilton + Aitken Architects
- **Anticipated Completion:** Fall/Winter 2025

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**SEE YOUR  
TAX DOLLARS  
AT WORK IN WCCUSD SCHOOLS**

Join the Citizens' Bond Oversight Committee

**What is CBOC?**  
The Citizens' Bond Oversight Committee (CBOC) reviews bond-funded school projects and informs the public about bond expenditures and uses. Current projects include Shannon Elementary, Hercules Middle High, Kennedy High, Richmond High, and Ortega Elementary School.

**Openings**  
• 1 Local Business Organization Member  
• 2 "At-Large" Community Members

**What We Do**  
✓ Publish an Annual Report to inform the public  
✓ Meet monthly to review project and financial reports  
✓ Get updates on bond-funded facility projects

**SIGN UP HERE: [BIT.LY/CBOCWCCUSD23](https://bit.ly/CBOCWCCUSD23)**



## Project Website

Additional information and past newsletters can be found on the project website. To receive an email of this monthly newsletter or ask a project question, please email: [askfacilities@wccusd.net](mailto:askfacilities@wccusd.net)



### wat

Preparing to install door and window frames

### Contact Information

**Construction Contractor:**  
Strawn Construction, Inc

**Construction Manager:**  
Cumming Management Group  
Matthew Medeiros  
[matthew.medeiros@wccusd.net](mailto:matthew.medeiros@wccusd.net)

### Your Project Team



Lath installed to prepare for Stucco



### Shannon Construction Newsletter

WCCUSD Facilities Planning & Construction

Subscribe





# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## Bond Program Financial Status

### As of March 31, 2025

#### Cash Projection to June-2029

|   |                              | <u>Notes</u> |
|---|------------------------------|--------------|
| <b><u>Adjusted Cash Balance</u></b>         | <b>402,301,451</b>           | <b>1</b>     |
| <br><b><u>Projected Revenues</u></b>        |                              |              |
| Bond Sales 2020 Measure R                   | \$ 250,000,000               | <b>2</b>     |
| Less: Cost of Issuance                      | \$ (575,000)                 | <b>2</b>     |
| Interest Earning & Other Revenue            | \$ 4,331,237                 | <b>2</b>     |
|   | <u>\$ 253,756,237</u>        |              |
| <br><b><u>Projected Available Funds</u></b> | <br><b>\$ 656,057,688</b>    |              |
| <br><b><u>Budget Balance</u></b>            |                              |              |
| Board Approved Budget                       | \$ 2,394,335,598             | <b>3</b>     |
| Less: Expenses to Date                      | \$ 1,743,620,972             | <b>3</b>     |
| <b><u>Current budget balance</u></b>        | <u><b>\$ 650,714,626</b></u> |              |
| <br><b>Projected Cash Balance June 2029</b> | <br><b>\$ 5,343,062</b>      |              |

#### State Facility Grants Pending State Approval

|   |              |          |
|---|--------------|----------|
| Estimated (Projected Apportionments are unknown): | \$16,708,850 | <b>4</b> |
|---|--------------|----------|



## WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

### Bond Program Financial Status

#### As of March 31, 2025

#### Note 1: Adjusted Cash Balance

| Description  | Amount                | Comments |
|--|-----------------------|----------|
| Cash & Equivalents Building Fund 21                        | \$ 402,611,814        | A        |
| Cash & Equivalents County School Facilities Fund 35        | \$ (4,755)            | B        |
| Cash with Fiscal Agent (3rd-Party held contract Retention) | \$ 3,650,348          | C        |
| Accounts Receivable  | \$ -                  |          |
| Accounts Payable   | \$ 105,125            | D        |
| Contract Retention (District held Retention)               | \$ (4,061,081)        | C        |
| <b>Adjusted Cash Balance</b>                               | <b>\$ 402,301,451</b> |          |

#### Comments

A. The cash balance is reflective of financial data from MUNIS.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. This liability is deducted from the contractor's process payment and retained; it is deposited in a Third party escrow account or accumulated and held by the district. The amounts are reflective of financial data from MUNIS.

D. Accounts payable are amounts due to vendors or suppliers for goods or services received that have not yet been paid for.

#### Note 2: Projected Revenues

| Fiscal Year        | Bond Sales 2020<br>Measure R | Less: Cost of Bond<br>Issuance | Interest Earnings<br>& Other<br>Revenue | Total                 |
|--------------------|------------------------------|--------------------------------|---|-----------------------|
| FY 2024-25         | \$ -                         |                                | \$ 1,300,000                            | \$ 1,300,000          |
| FY 2025-26         | \$ -                         |                                | \$ 931,237                              | \$ 931,237            |
| FY 2026-27         | \$ 250,000,000               | \$ (575,000)                   | \$ 2,000,000                            | \$ 251,425,000        |
| FY 2027-28         | \$ -                         |                                | \$ 900,000                              | \$ 900,000            |
| FY 2028-29         | \$ -                         |                                | \$ 500,000                              | \$ 500,000            |
| <b>Grand Total</b> | <b>\$ 250,000,000</b>        | <b>\$ (575,000)</b>            | <b>\$ 4,331,237</b>                     | <b>\$ 253,756,237</b> |

#### Note 3 Budget Balance

| Description           | Note   |
|-----------------------|--|
| Board Approved Budget | This represents the current board approved budget amount and should agree with Report#2, Bond Program Spending by Site.                      |
| Expenses to Date      | This is total expended amount from FY 1999-01 thru Current Fiscal Year Period and should agree with Report#2, Bond Program Spending by Site. |





## WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

### Bond Program Financial Status

#### As of March 31, 2025

#### Note 4: State Facility Grants

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21 (Building Fund).

| School                   | Funding       | OPSC * Status               | SAB** Approval <sup>1</sup> | SAB** Funded | Amount               |
|--------------------------|---------------|-----------------------------|-----------------------------|--------------|----------------------|
| Lake ES Campus Replaceme | Modernization | Submitted 12/14/23-Workload |                             |              | \$ 3,027,337         |
| Hercules HS Science      | Modernization | Submitted 12/14/23-Workload |                             |              | \$ 2,397,009         |
| Hercules MS Science      | Modernization | Submitted 12/14/23-Workload |                             |              | \$ 2,512,365         |
| Collins ES HVAC          | Modernization | Submitted 10/29/24-Workload |                             |              | \$ 5,194,881         |
| Shannon MPR              | Modernization | Submitted 10/29/24-Workload |                             |              | \$ 3,577,258         |
| <b>Total</b>             |               |                             |                             |              | <b>\$ 16,708,850</b> |

\*Office of Public School Construction - OPSC

\*\*State Allocation Board - SAB

<sup>1</sup> Last updated 11/30/2024

#### Note 5: 2016 Facilities Master Plan Projects

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one, which includes the following projects with the project cost, including inflation:

| School                                   | Project Type   | FMP 2016              | Current Budget        |
|--|----------------|-----------------------|-----------------------|
| Ed Specs & School Size                   |                | \$ 200,000            | \$ 200,000            |
| Cameron School                           | Critical Needs | \$ 1,300,000          | \$ 3,370,063          |
| Chavez Elementary School                 | Critical Needs | \$ 600,000            | 72,847                |
| Collin Elementary School                 | Critical Needs | \$ 3,500,000          | \$ 6,799,031          |
| B.R.Soskin Middle School                 | Critical Needs | \$ 3,100,000          | \$ 5,169,597          |
| Fairmont Elementary School               | Critical Needs | \$ 3,000,000          | \$ 2,738,183          |
| Grant Elementary School                  | Critical Needs | \$ 900,000            | \$ 211,467            |
| Harmon Knolls                            | Critical Needs | \$ 200,000            | \$ 406,946            |
| Harmon Knolls                            | Soils Testing  | \$ 100,000            | \$ 41,489             |
| Hercules Middle School*                  | Critical Needs | \$ 7,500,000          | \$ 10,000,000         |
| Hercules High School*                    | Critical Needs | \$ 7,200,000          | \$ 9,700,000          |
| Highland Elementary School               | Critical Needs | \$ 800,000            | \$ 52,875             |
| Kennedy High School                      | Critical Needs | \$ 12,200,000         | \$ 12,200,000         |
| Lake Elementary School                   | Critical Needs | \$ -                  | \$ 147,501            |
| Lake Elementary School                   | RS Replacement | \$ 66,100,000         | \$ 65,600,000         |
| M Obama Elementary School                | RS Replacement | \$ 40,300,000         | \$ 39,361,480         |
| Ohlone Elementary School                 | Critical Needs | \$ 800,000            | \$ 623,885            |
| Olinda Elementary School                 | Critical Needs | \$ 1,000,000          | \$ 793,247            |
| Richmond High School                     | Critical Needs | \$ 15,100,000         | \$ 20,250,034         |
| Riverside Elementary School              | Critical Needs | \$ 6,900,000          | \$ 4,076,978          |
| Shannon Elementary School                | Critical Needs | \$ 7,100,000          | \$ 9,300,000          |
| Stege Elementary School**                | Critical Needs | \$ 2,900,000          | \$ 58,000,000         |
| Valley View Elementary School            | Critical Needs | \$ 1,000,000          | \$ 1,091,447          |
| <b>TOTAL IMPLEMENTATION PLAN MODEL 1</b> |                | <b>\$ 181,800,000</b> | <b>\$ 250,207,069</b> |

\* 2016 FMP scope and budget for Hercules MS & Hercules HS is for a singular project so the combined budget will be reported under Hercules HS on various financial reports

\*\* BOE approved supplemental fund for Stege ES: Fund 25 of \$3M and Fund 21 of 58M on 12/18/24



## WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

### Bond Program Financial Status

### As of March 31, 2025

#### Definition of ROM<sup>1</sup>

Five percent inflation has been applied from mid-2016 to the scheduled midpoint of construction, compounded yearly, to account for inflation. These "Rough Order of Magnitude" (R.O.M.) cost estimates, which are based on general cost per square foot, do not include market-based contract escalation (if any) above 5% annual inflation.

Additionally, the cost of temporary housing has been included where it was known to be required at the time of the Master Plan (e.g., at Lake Elementary). It has not been included where it was not anticipated prior to the release of the Master Plan (e.g., at M Obama Elementary).

Note that further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs.

\*In June 2016 the Board approved \$181,800,000 FMP since then the following budget revisions have been approved by the Board:

- Harmon Knolls \$250,000 and Valley View \$150,000 on 08/09/17; Grant <\$688,533>, Harmon Knolls <\$101,565>, Lake <\$352,499>, Ohlone <\$176,115>, & Valley View <\$58,553> on 07/25/18; Richmond \$3,900,000 on 11/14/18; Crespi \$2,200,000 on 03/20/19; Chavez <\$572,153> on 06/26/19; Richmond \$2,000,000 on 11/06/19; Olinda <\$206,753.35> on 02/26/20; Crespi <\$130,402.83> on 12/16/20; Shannon \$2,200,000, Hercules MS/HS \$5,000,000 on 1/26/22; Cameron \$2,200,000 on 11/16/2022; Collins \$ 3,800,000 on 11/16/2022; Stege \$40,100,000 on 11/8/23; Cameron <\$129,937>, Collins <\$500,969>, Highland <\$747,125>, Fairmont <\$261,817>, Obama <\$938,520>, Riverside <\$2,823,022>, Richmond <\$749,965>, Stege \$15,000,000 on 12/18/24  
Legacy Projects: BOE approved budget adjustment Korematsu <\$648,170>, Technology <\$92,999>, Central \$1,500,000 on 12/18/24

#### Note 6: Measure R Project

| School               | Project Type           | Original Budget     | Current Budget        |
|----------------------|------------------------|---------------------|-----------------------|
| Kennedy High School  | Field/Blchrs/Press box | \$ 6,600,000        | \$ 6,166,880          |
| Kennedy High School  | Modernization          | \$ 1,000,000        | \$ 280,100,000        |
| Richmond High School | Modernization          | \$ 1,000,000        | \$ 280,100,000        |
| <b>Total</b>         |                        | <b>\$ 8,600,000</b> | <b>\$ 566,366,880</b> |

\* Board approved the following Measure R Budgets: KHS Fields \$6,600,000 on 1/19/22; KHS Mod \$1,000,000, RHS Mod \$1,000,000 on 5/17/23; KHS Mod \$279,100,000, RHS Mod \$279,100,000 on 11/8/23, KHS Fields <\$433,120> on 12/18/24



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**Financial Impact of Report 13 Analysis**  
**From February 2025 to March 2025**

Updated 04/09/2025

| Items  | Beginning Balance  | Ending Balance     | Variance           | Notes  |
|--|--------------------|--------------------|--------------------|--|
| <b>Adjusted Cash Balance</b>                     | <b>406,071,202</b> | <b>402,301,451</b> | <b>(3,769,750)</b> | <\$3,857,250.57> expended in Mar 2025<br>\$87,500.14 salary adjustment for prior fiscal year |
| <b>Projected Revenue</b>                         |                    |                    |                    |  |
| Bond Sales 2020 Measure R                        | 250,000,000        | 250,000,000        | -                  |  |
| Less: Cost of Issuance                           | (575,000)          | (575,000)          | -                  |  |
| Interest Earning & Other Revenue                 | 4,331,237          | 4,331,237          | -                  |  |
| <b>Projected Revenue Total</b>                   | <b>253,756,237</b> | <b>253,756,237</b> | <b>-</b>           |  |
| <b>Projected Available Funds</b>                 | <b>659,827,439</b> | <b>656,057,688</b> | <b>(3,769,750)</b> | <\$3,857,250.57> expended in Mar 2025<br>\$87,500.14 salary adjustment for prior fiscal year |
| <b>Budget Balance</b>                            |                    |                    |                    |  |
| Board Approved Budget                            | 2,394,335,598      | 2,394,335,598      | -                  |  |
| Less Expenses to Date                            | (1,739,851,222)    | (1,743,620,972)    | (3,769,750)        | <\$3,857,250.57> expended in Mar 2025<br>\$87,500.14 salary adjustment for prior fiscal year |
| <b>Budget Balance Total</b>                      | <b>654,484,376</b> | <b>650,714,626</b> | <b>(3,769,750)</b> |  |
| <b>Projected Cash Balance June 2029</b>          | <b>5,343,062</b>   | <b>5,343,062</b>   | <b>0</b>           |  |
| <b>State Facility Grants</b>                     |                    |                    |                    |  |
| Estimated (Projected Apportionments are unknown) | 16,708,850         | 16,708,850         | -                  |  |





**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**Bond Program Spending to Date by Site**  
**Data as of 03/31/2025**

Updated 4/9/2025

| Site Name               | Original Budget *  | Board Approved Budget<br>12/18/2024 | Expended FY 99-01 thru<br>FY 23-24 | Expended FY 24-25<br>thru Mar | Expended Total<br>thru 03/31/25 | Committed Balance<br>as of 03/31/25 | Budget Balance<br>as of 03/31/25 | Notes      |
|-------------------------|--------------------|-------------------------------------|------------------------------------|-------------------------------|---------------------------------|-------------------------------------|----------------------------------|------------|
| BAYVIEW                 | 17,732,392         | 19,850,802                          | 19,850,802                         |                               | 19,850,802                      | -                                   | -                                | Footnote 1 |
| CHAVEZ                  | 1,339,784          | 1,058,234                           | 1,058,234                          |                               | 1,058,234                       | -                                   | -                                | Footnote 1 |
| COLLINS                 | 993,294            | 8,437,902                           | 8,207,101                          | 215,773                       | 8,422,874                       | 13,494.24                           | 1,534                            | Footnote 3 |
| CORONADO                | 11,278,047         | 43,022,627                          | 43,022,627                         |                               | 43,022,627                      | -                                   | -                                | Footnote 1 |
| DOVER                   | 13,070,243         | 35,095,267                          | 35,095,267                         |                               | 35,095,267                      | -                                   | -                                | Footnote 1 |
| DOWNER                  | 28,819,079         | 33,415,902                          | 33,415,902                         |                               | 33,415,902                      | -                                   | -                                | Footnote 1 |
| ELLERHORST              | 11,238,341         | 13,931,806                          | 13,931,806                         |                               | 13,931,806                      | -                                   | -                                | Footnote 1 |
| FAIRMONT                | 10,971,356         | 6,602,441                           | 6,602,441                          |                               | 6,602,441                       | -                                   | (0)                              | Footnote 1 |
| FORD                    | 11,839,322         | 30,817,526                          | 30,817,526                         |                               | 30,817,526                      | -                                   | -                                | Footnote 1 |
| GRANT                   | 1,409,600          | 2,155,565                           | 2,155,565                          |                               | 2,155,565                       | -                                   | -                                | Footnote 1 |
| HANNA RANCH             | 680,923            | 783,349                             | 783,349                            |                               | 783,349                         | -                                   | -                                | Footnote 1 |
| HARDING                 | 15,574,211         | 22,632,446                          | 22,632,446                         |                               | 22,632,446                      | -                                   | -                                | Footnote 1 |
| HARMON KNOLLS           | -                  | 448,435                             | 448,435                            |                               | 448,435                         | -                                   | -                                | Footnote 1 |
| HIGHLAND                | 13,504,714         | 1,932,714                           | 1,932,714                          |                               | 1,932,714                       | -                                   | -                                | Footnote 1 |
| KENSINGTON              | 16,397,920         | 19,343,892                          | 19,343,892                         |                               | 19,343,892                      | -                                   | -                                | Footnote 1 |
| KING                    | 16,688,732         | 25,342,166                          | 25,342,166                         |                               | 25,342,166                      | -                                   | -                                | Footnote 1 |
| LAKE                    | 822,657            | 67,247,823                          | 39,638,161                         | 8,333,499                     | 47,971,659                      | 16,985,449.28                       | 2,290,714                        | Footnote 3 |
| LINCOLN                 | 15,225,821         | 17,676,561                          | 17,676,561                         |                               | 17,676,561                      | -                                   | -                                | Footnote 1 |
| LUPINE HILLS            | 16,111,242         | 15,395,678                          | 15,395,678                         |                               | 15,395,678                      | -                                   | -                                | Footnote 1 |
| MADERA                  | 11,088,764         | 12,233,801                          | 12,233,801                         |                               | 12,233,801                      | -                                   | -                                | Footnote 1 |
| MICHELLE OBAMA**        | 13,673,885         | 43,190,804                          | 43,190,804                         |                               | 43,190,804                      | -                                   | (0)                              | Footnote 1 |
| MIRA VISTA              | 13,928,364         | 16,651,130                          | 16,651,130                         |                               | 16,651,130                      | -                                   | -                                | Footnote 1 |
| MONTALVIN               | 15,904,716         | 16,791,028                          | 16,791,028                         |                               | 16,791,028                      | -                                   | -                                | Footnote 1 |
| MURPHY                  | 13,554,495         | 15,619,655                          | 15,619,655                         |                               | 15,619,655                      | -                                   | -                                | Footnote 1 |
| NYSTROM                 | 20,999,690         | 47,800,813                          | 47,800,813                         |                               | 47,800,813                      | -                                   | -                                | Footnote 1 |
| OHLONE                  | 14,174,928         | 34,492,752                          | 34,492,752                         |                               | 34,492,752                      | -                                   | -                                | Footnote 1 |
| OLINDA                  | 1,170,596          | 2,080,188                           | 2,080,188                          |                               | 2,080,188                       | -                                   | -                                | Footnote 1 |
| PERES                   | 19,752,789         | 21,424,293                          | 21,424,293                         |                               | 21,424,293                      | -                                   | -                                | Footnote 1 |
| RIVERSIDE               | 13,439,831         | 18,687,983                          | 18,687,983                         |                               | 18,687,983                      | -                                   | -                                | Footnote 1 |
| SHANNON                 | 1,157,736          | 10,855,163                          | 2,470,229                          | 2,532,474                     | 5,002,704                       | 5,493,563.15                        | 358,896                          | Footnote 3 |
| SHELDON                 | 14,968,745         | 15,102,837                          | 15,102,837                         |                               | 15,102,837                      | -                                   | -                                | Footnote 1 |
| STEGE                   | 13,000,749         | 61,445,886                          | 3,522,586                          | 80,500                        | 3,603,086                       | 92,935.00                           | 57,749,865                       | Footnote 3 |
| STEWART                 | 12,710,427         | 16,737,037                          | 16,737,037                         |                               | 16,737,037                      | -                                   | -                                | Footnote 1 |
| TARA HILLS              | 14,160,935         | 14,975,067                          | 14,975,067                         |                               | 14,975,067                      | -                                   | -                                | Footnote 1 |
| VALLEY VIEW             | 11,117,405         | 10,222,362                          | 10,222,362                         |                               | 10,222,362                      | -                                   | -                                | Footnote 1 |
| VERDE                   | 15,709,690         | 16,065,870                          | 16,065,870                         |                               | 16,065,870                      | -                                   | -                                | Footnote 1 |
| WASHINGTON              | 14,051,720         | 15,322,847                          | 15,322,847                         |                               | 15,322,847                      | -                                   | -                                | Footnote 1 |
| <b>Elementary Total</b> | <b>438,263,142</b> | <b>754,890,652</b>                  | <b>660,741,955</b>                 | <b>11,162,246</b>             | <b>671,904,201</b>              | <b>22,585,441.67</b>                | <b>60,401,009</b>                |            |
| B R SOSKIN MS***        | 1,205,711          | 6,415,493                           | 6,415,493                          |                               | 6,415,493                       | -                                   | -                                | Footnote 1 |
| DEJEAN MS               | 64,929             | 381,209                             | 381,209                            |                               | 381,209                         | -                                   | -                                | Footnote 1 |
| HELMS MS                | 61,287,986         | 83,432,888                          | 83,432,888                         |                               | 83,432,888                      | -                                   | -                                | Footnote 1 |
| HERCULES MS             | 602,982            | 699,000                             | 699,000                            |                               | 699,000                         | -                                   | -                                | Footnote 1 |
| KOREMATSU MS            | 37,937,901         | 72,734,009                          | 72,734,009                         |                               | 72,734,009                      | -                                   | -                                | Footnote 1 |
| PINOLE MS               | 38,828,979         | 56,689,430                          | 56,689,430                         |                               | 56,689,430                      | -                                   | -                                | Footnote 1 |
| <b>Middle Sch Total</b> | <b>139,928,488</b> | <b>220,352,030</b>                  | <b>220,352,030</b>                 | <b>-</b>                      | <b>220,352,030</b>              | <b>-</b>                            | <b>-</b>                         |            |



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**Bond Program Spending to Date by Site**  
**Data as of 03/31/2025**

Updated 4/9/2025

| Site Name                   | Original Budget *    | Board Approved Budget<br>12/18/2024 | Expended FY 99-01 thru<br>FY 23-24 | Expended FY 24-25<br>thru Mar | Expended Total<br>thru 03/31/25 | Committed Balance<br>as of 03/31/25 | Budget Balance<br>as of 03/31/25 | Notes             |
|-----------------------------|----------------------|-------------------------------------|------------------------------------|-------------------------------|---------------------------------|-------------------------------------|----------------------------------|-------------------|
| DE ANZA HS                  | 105,389,888          | 132,236,248                         | 132,236,248                        |                               | 132,236,248                     | -                                   | -                                | Footnote 1        |
| EL CERRITO HS               | 93,605,815           | 146,850,105                         | 146,850,105                        |                               | 146,850,105                     | -                                   | -                                | Footnote 1        |
| GREENWOOD                   | 35,315,772           | 79,583,607                          | 79,583,607                         |                               | 79,583,607                      | -                                   | -                                | Footnote 1        |
| HERCULES HS                 | 12,603,343           | 22,995,019                          | 14,337,498                         | 5,973,031                     | 20,310,529                      | 988,751.65                          | 1,695,739                        | Footnote 3        |
| KENNEDY HS                  | 89,903,130           | 332,321,861                         | 42,941,573                         | 3,864,075                     | 46,805,648                      | 11,874,103.29                       | 273,642,110                      | Footnote 3        |
| PINOLE VALLEY HS            | 124,040,286          | 216,549,580                         | 215,051,937                        | 27,671                        | 215,079,608                     | 39,571.11                           | 1,430,401                        | Footnote 2        |
| RICHMOND HS                 | 94,720,910           | 321,972,122                         | 43,409,941                         | 1,543,576                     | 44,953,517                      | 11,642,751.60                       | 265,375,853                      | Footnote 3        |
| VISTA HS                    | 3,566,208            | 7,236,543                           | 7,236,543                          |                               | 7,236,543                       | -                                   | -                                | Footnote 1        |
| <b>High Sch Total</b>       | <b>559,145,352</b>   | <b>1,259,745,084</b>                | <b>681,647,451</b>                 | <b>11,408,354</b>             | <b>693,055,805</b>              | <b>24,545,177.65</b>                | <b>542,144,102</b>               |                   |
| ADAMS MS                    | 703,660              | 691,211                             | 691,211                            |                               | 691,211                         | -                                   | -                                | Footnote 1        |
| CAMERON                     | 284,012              | 3,492,258                           | 3,426,230                          | 49,692                        | 3,475,922                       | 6,269.54                            | 10,066                           | Footnote 3        |
| CASTRO                      | 11,901,504           | 620,944                             | 620,944                            |                               | 620,944                         | -                                   | -                                | Footnote 1        |
| DELTA NSS                   | 152,564              | 152,226                             | 152,226                            |                               | 152,226                         | -                                   | -                                | Footnote 1        |
| EL SOBRANTE                 | 187,343              | 536,231                             | 536,231                            |                               | 536,231                         | -                                   | -                                | Footnote 1        |
| HARBOUR WAY                 | 121,639              | 121,944                             | 121,944                            |                               | 121,944                         | -                                   | -                                | Footnote 1        |
| KAPPA NSS                   | 109,809              | 109,831                             | 109,831                            |                               | 109,831                         | -                                   | -                                | Footnote 1        |
| NORTH CAMPUS                | 169,849              | 205,450                             | 205,450                            |                               | 205,450                         | -                                   | -                                | Footnote 1        |
| OMEGA NSS                   | 117,742              | 118,313                             | 118,313                            |                               | 118,313                         | -                                   | -                                | Footnote 1        |
| SEAVIEW                     | 178,534              | 499,116                             | 499,116                            |                               | 499,116                         | -                                   | -                                | Footnote 1        |
| SIGMA NSS                   | 110,728              | 110,949                             | 110,949                            |                               | 110,949                         | -                                   | -                                | Footnote 1        |
| TLC                         | 118,020              | 116,673                             | 116,673                            |                               | 116,673                         | -                                   | -                                | Footnote 1        |
| WEST HERCULES               | -                    | 56,847                              | 56,847                             |                               | 56,847                          | -                                   | -                                | Footnote 1        |
| <b>Closed/Program Total</b> | <b>14,155,404</b>    | <b>6,831,993</b>                    | <b>6,765,966</b>                   | <b>49,692</b>                 | <b>6,815,657</b>                | <b>6,269.54</b>                     | <b>10,066</b>                    |                   |
| CENTRAL                     | 67,713,312           | 112,831,634                         | 109,776,847                        | 2,032,227                     | 111,809,074                     | 982,483.07                          | 40,077                           | Budget thru 24-25 |
| RCP CHARTER                 | 8,148,550            | 4,415,204                           | 4,415,204                          |                               | 4,415,204                       | -                                   | -                                | Footnote 1        |
| TECHNOLOGY                  | 35,000,000           | 35,269,001                          | 35,269,001                         |                               | 35,269,001                      | -                                   | 0                                | Footnote 1        |
| <b>Admin/Other Total</b>    | <b>110,861,862</b>   | <b>152,515,840</b>                  | <b>149,461,052</b>                 | <b>2,032,227</b>              | <b>151,493,280</b>              | <b>982,483.07</b>                   | <b>40,077</b>                    |                   |
| <b>GRAND TOTAL</b>          | <b>1,262,354,248</b> | <b>2,394,335,598</b>                | <b>1,718,968,454</b>               | <b>24,652,519</b>             | <b>1,743,620,972</b>            | <b>48,119,371.93</b>                | <b>602,595,254</b>               |                   |

\* Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.

\*\* Board approved renaming of Wilson Elementary school to Michelle Obama School on 02/12/20.

\*\*\* Board approved renaming of Crespi Middle school to Betty Reid Soskin on 06/23/21.

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: 2016 Facilities Master Plan/2020 Msr R Projects are under planning, construction or in closeout.

Note: Measure 1998E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports.

The following report shows Measure 1998E projects by site with state funded DeJean middle school project.

| Measure 1998E Project        | Budget            | Expended          |          |
|------------------------------|-------------------|-------------------|----------|
| DeJean Middle School         | 36,836,215        | 36,836,215        | -        |
| 1998E Project                | 23,994,285        | 23,994,285        | -        |
| State Fund Project           | 12,841,930        | 12,841,930        | -        |
| Pinole Valley High School    | 190,571           | 190,571           | -        |
| Central Program Coordination | 16,276,518        | 16,276,518        | -        |
| <b>Total</b>                 | <b>53,303,304</b> | <b>53,303,304</b> | <b>-</b> |



**A/P Check List**  
**March, 2025**  
**Fund 21**

| Vendor Name                                 | Check No. | Check Date | Short Account    | Invoice Number    | Invoice Date | Amount              | Invoice Description                                |
|---|-----------|------------|------------------|-------------------|--------------|---------------------|--|
| <b>Site 000 - UNDISTRIBUTED</b>             |           |            |                  |                   |              | <b>67,191.22</b>    |  |
| ALTEN CONSTRUCTION INC                      | 243407    | 03/11/25   | 21-9748-9570-000 | 1000003734-41A TR | 02/03/25     | 67,191.22           | 1000003734 JAN 2025 RETAINAGE                      |
| <b>Site 134 - LAKE</b>                      |           |            |                  |                   |              | <b>1,482,129.90</b> |  |
| ALTEN CONSTRUCTION INC                      | 243189    | 03/04/25   | 21-9745-6201-134 | 1000003734-41B    | 02/03/25     | 32,509.20           | LAKE ES CAMPUS REPLACE DESIGN JANUARY 2025         |
| ALTEN CONSTRUCTION INC                      | 243189    | 03/04/25   | 21-9748-6211-134 | 1000003734-41A    | 02/03/25     | 1,276,633.12        | LAKE ES CAMPUS REPLACE CONSTRUCTION JANUARY 2025   |
| DSA SCHOOL INSPECTORS, INC.                 | 243246    | 03/04/25   | 21-9745-6214-134 | 24-2498           | 12/31/24     | 23,877.00           | LAKE ES CAMPUS REPLACEMENT DEC 2024                |
| ONE WORKPLACE L. FERRARI, LLC               | 243730    | 03/18/25   | 21-9748-6400-134 | 1000004330-2RV    | 03/10/25     | 149,110.58          | LAKE ES FURNITURE, FIXTURES & EQUIP DECEMBER 2024  |
| <b>Site 154 - SHANNON</b>                   |           |            |                  |                   |              | <b>510,446.98</b>   |  |
| HAMILTON AND AITKEN ARCHITECTS              | 243270    | 03/04/25   | 21-9745-6201-154 | 2020.160.18R      | 12/23/24     | 5,462.07            | SHANNON ES ARCHITECTURAL SERVI 11/1/24-12/10/24    |
| MAN WAH CHENG                               | 243439    | 03/11/25   | 21-9745-6214-154 | 08                | 02/03/25     | 17,000.00           | SHANNON ES IOR SERVICES JANUARY 2025               |
| STRAWN CONSTRUCTION INC                     | 243373    | 03/04/25   | 21-9790-6211-154 | 1000004297-3      | 01/21/25     | 487,984.91          | SHANNON ES MULTI-PURPOSE BUILD 11/01/24-12/31/24   |
| <b>Site 360 - KENNEDY HIGH</b>              |           |            |                  |                   |              | <b>741,777.24</b>   |  |
| BEALS MARTIN INC                            | 243424    | 03/11/25   | 21-9745-6219-360 | 3785-03RV         | 02/28/25     | 501,248.50          | KENNEDY HS ADMINISTRATION RELO FEBRUARY 2025       |
| CONTRA COSTA COUNTY CLERK                   | 243836    | 03/25/25   | 21-9747-6205-360 | CEQA KENNEDY HS   | 03/21/25     | 50.00               | KENNEDY HS - CEQA FILING FEE CHECK REQUEST         |
| HKIT ARCHITECTS                             | 243274    | 03/04/25   | 21-9747-6201-360 | 17                | 12/31/24     | 150,497.01          | KENNEDY HS MODERNIZATION PROJE DEC 2024            |
| HKIT ARCHITECTS                             | 243274    | 03/04/25   | 21-9747-6201-360 | 18                | 01/31/25     | 68,407.73           | KENNEDY HS MODERNIZATION PROJE JAN 2025            |
| MAN WAH CHENG                               | 243831    | 03/25/25   | 21-9745-6214-360 | 02-A              | 10/30/24     | 1,920.00            | KENNEDY HS MDF REMODEL IOR SVCS JULY-OCTOBER 2024  |
| MAN WAH CHENG                               | 243831    | 03/25/25   | 21-9745-6214-360 | 02-A              | 02/03/25     | 6,000.00            | RFQ\RFP IOR SERVICES - KENNEDY HS JANUARY 2025     |
| PUMA MOVING INC                             | 243539    | 03/11/25   | 21-9745-6207-360 | 1777              | 02/21/25     | 11,504.00           | KENNEDY HS MEMORABILIA MOVE&TRASH DISPOSE 2/18/25  |
| UNDERWOOD & ROSENBLUM INC.                  | 243389    | 03/04/25   | 21-9747-6190-360 | J23088-4          | 10/30/24     | 2,150.00            | KHS & RHS TOPO UTILITY SURVEYI 9/2/24-10/13/24     |
| <b>Site 362 - PINOLE VALLEY HIGH</b>        |           |            |                  |                   |              | <b>5,070.00</b>     |  |
| THUNDER MOUNTAIN ENTERPRISES,               | 243383    | 03/04/25   | 21-9745-5860-362 | 31138             | 01/20/25     | 2,280.00            | PVHS FIELD HOUSE AND BLEACHERS 12/20/24-1/20/25    |
| THUNDER MOUNTAIN ENTERPRISES,               | 243383    | 03/04/25   | 21-9745-5860-362 | 31155             | 02/19/25     | 2,790.00            | PVHS FIELD HOUSE AND BLEACHERS 1/27/25-2/19/25     |
| <b>Site 364 - RICHMOND HIGH</b>             |           |            |                  |                   |              | <b>827,429.60</b>   |  |
| DIVISION OF STATE ARCHITECT                 | 243243    | 03/04/25   | 21-9747-6205-364 | DSA 1-REH         | 02/25/25     | 2,000.00            | RHS DSA REHABILITATION REPORT SUBMITTAL FEE        |
| DIVISION OF STATE ARCHITECT                 | 243641    | 03/18/25   | 21-9747-6205-364 | 01-122299         | 02/25/25     | 430,000.00          | RHS DSA PLAN REVIEW SUBMITTAL FEE                  |
| DLR GROUP INC, A CALIFORNIA CO              | 243244    | 03/04/25   | 21-9747-6201-364 | 0245732           | 02/25/25     | 395,429.60          | RICHMOND HS MODERNIZATION PROJ 11/16/24-1/31/25    |
| <b>Site 376 - HERCULES SR HIGH</b>          |           |            |                  |                   |              | <b>112,530.63</b>   |  |
| APEX TESTING LABORATORIES, INC              | 243413    | 03/11/25   | 21-9745-5890-376 | 2315187-07        | 02/10/25     | 6,720.04            | HERCULES MHS CNP SCIENCE BLDG 7/1/24-2/3/25        |
| ATLAS TECHNICAL CONSULTANTS LL              | 243198    | 03/04/25   | 21-9745-6190-376 | 015773            | 01/29/25     | 575.00              | HERCULES MS/HS - NEW SCIENCE B DEC 2024            |
| CBRE DESIGN COLLECTIVE, INC                 | 243826    | 03/25/25   | 21-9745-6214-376 | PJ100006821       | 01/14/25     | 2,719.00            | HERCULES SCI BLDG. COMMISSION SVCS DECEMBER 2024   |
| CBRE DESIGN COLLECTIVE, INC                 | 243826    | 03/25/25   | 21-9745-6214-376 | PJ100007268       | 03/10/25     | 3,459.00            | HERCULES SCI BLDG. JANUARY-FEBRUARY 2025           |
| DECOTECH SYSTEMS                            | 243240    | 03/04/25   | 21-9745-6219-376 | 33370             | 02/11/25     | 2,087.15            | HERC MS/HS WIRELESS ACCESS&PROJECTOR FINAL 2/11/25 |
| DECOTECH SYSTEMS                            | 243239    | 03/04/25   | 21-9745-6219-376 | 33371             | 02/11/25     | 88,215.44           | HERCULES MS/HS WIRELESS ACCESS&PROJECTOR 2/11/25   |
| DRYCO CONSTRUCTION INC                      | 243461    | 03/11/25   | 21-9745-6219-376 | 45561             | 02/18/25     | 8,190.00            | HERCULES HS SCIENCE BLDG PAVING PROJ FEBRUARY 2025 |
| STATE WATER RESOURCES CONTROL               | 243953    | 03/25/25   | 21-9745-6212-376 | SW-0295354        | 11/20/24     | 565.00              | HERCULES MS HS STORMWATER REPORT FINE INDEX#610185 |
| <b>Site 615 - OPERATIONAL SUPPT SRVS CE</b> |           |            |                  |                   |              | <b>256,435.06</b>   |  |
| COLBI TECHNOLOGIES                          | 243228    | 03/04/25   | 21-9748-5860-615 | 15251             | 01/03/25     | 9,025.00            | FOC PROGRAM MANAGEMENT SERVICES DEC 2024           |
| COLBI TECHNOLOGIES                          | 243228    | 03/04/25   | 21-9748-5860-615 | 15394             | 02/04/25     | 15,342.50           | FOC PROGRAM MANAGEMENT SERVICES JAN 2025           |
| COLBI TECHNOLOGIES                          | 243442    | 03/11/25   | 21-9748-5860-615 | 15548             | 03/04/25     | 10,877.50           | FOC PROGRAM MANAGEMENT SVCS FEBRUARY 2025          |
| CUMMING MANAGEMENT GROUP                    | 243841    | 03/25/25   | 21-9745-6217-615 | 161142            | 12/31/24     | 57,434.45           | FOC PROJECT & CONSTRUCTION MGMT SVCS DECEMBER 2024 |
| CUMMING MANAGEMENT GROUP                    | 243841    | 03/25/25   | 21-9745-6217-615 | 164377            | 01/31/25     | 81,120.55           | FOC PROJECT & CONSTRUCTION MGMT SVCS JANUARY 2025  |
| CUMMING MANAGEMENT GROUP                    | 243841    | 03/25/25   | 21-9745-6217-615 | 164378            | 02/28/25     | 73,206.23           | FOC PROJECT & CONSTRUCTION MGMT SVCS FEBRUARY 2025 |
| DEL MOR CONSULTING INC                      | 243237    | 03/04/25   | 21-9745-6214-615 | 220087            | 12/31/24     | 360.00              | COLLINS ES DSA LEGACY DSA DEC 2024                 |
| ORBACH HUFF & HENDERSON LLP                 | 243310    | 03/04/25   | 21-9790-5895-615 | 108731            | 02/18/25     | 6,278.50            | ORBACH, HUFF, & HENDERSON CONTRACT JAN 25          |
| ORBACH HUFF & HENDERSON LLP                 | 243310    | 03/04/25   | 21-9790-5895-615 | 108735            | 02/18/25     | 2,060.00            | ORBACH, HUFF, & HENDERSON CONTRACT JAN 25          |
| WEST COUNTY TIMES                           | 243852    | 03/25/25   | 21-9748-5890-615 | 0006871473        | 01/31/25     | 730.33              | KHS HAZMAT/DEMO 100&200 1/2/25-1/9/25              |
| <b>Grand Total</b>                          |           |            |                  |                   |              | <b>4,003,010.63</b> |  |

|                           |                     |
|---------------------------|---------------------|
| <b>AP CHECK TOTAL</b>     | <b>4,003,010.63</b> |
| Retention Payments        | (67,191.22)         |
| Retention not in Expenses | 131,856.84          |
| Regular Payroll           | 67,074.57           |
| Manual Entry              | (277,500.25)        |
| <b>Total</b>              | <b>3,857,250.57</b> |



## A/P Check List

March, 2025

Fund 21

### Object 9570-Retention Withheld Paid

| Vendor Name            | Check No. | Check Date | ShortAccount     | InvoiceNumber     | InvoiceDate | Retention        | Invoice Description           |
|------------------------|-----------|------------|------------------|-------------------|-------------|------------------|-------------------------------|
| ALTEN CONSTRUCTION INC | 243407    | 03/11/25   | 21-9748-9570-000 | 1000003734-41A TR | 02/03/25    | 67,191.22        | 1000003734 JAN 2025 RETAINAGE |
| <b>Grand Total</b>     |           |            |                  |                   |             | <b>67,191.22</b> |                               |

### Object 9570-Retention Withheld Amount

| Vendor Name                   | Check No. | Check Date | ShortAccount     | InvoiceNumber  | InvoiceDate | Retention         | Invoice Description                                |
|-------------------------------|-----------|------------|------------------|----------------|-------------|-------------------|--|
| ALTEN CONSTRUCTION INC        | 243189    | 03/04/25   | 21-9748-6211-134 | 1000003734-41A | 02/03/25    | 67,191.22         | LAKE ES CAMPUS REPLACE CONSTRUCTION JANUARY 2025   |
| ONE WORKPLACE L. FERRARI, LLC | 243730    | 03/18/25   | 21-9748-6400-134 | 1000004330-2RV | 03/10/25    | 7,847.93          | LAKE ES FURNITURE, FIXTURES & EQUIP DECEMBER 2024  |
| STRAWN CONSTRUCTION INC       | 243373    | 03/04/25   | 21-9790-6211-154 | 1000004297-3   | 01/21/25    | 25,683.42         | SHANNON ES MULTI-PURPOSE BUILD 11/01/24-12/31/24   |
| BEALS MARTIN INC              | 243424    | 03/11/25   | 21-9745-6219-360 | 3785-03RV      | 02/28/25    | 26,381.50         | KENNEDY HS ADMINISTRATION RELO FEBRUARY 2025       |
| DECOTECH SYSTEMS              | 243240    | 03/04/25   | 21-9745-6219-376 | 33370          | 02/11/25    | 109.85            | HERC MS/HS WIRELESS ACCESS&PROJECTOR FINAL 2/11/25 |
| DECOTECH SYSTEMS              | 243239    | 03/04/25   | 21-9745-6219-376 | 33371          | 02/11/25    | 4,642.92          | HERCULES MS/HS WIRELESS ACCESS&PROJECTOR 2/11/25   |
| <b>Grand Total</b>            |           |            |                  |                |             | <b>131,856.84</b> |  |

### Payroll

| Project Name       | Check No. | Check Date | ShortAccount | InvoiceNumber | InvoiceDate | Amount           | Invoice Description          |
|--------------------|-----------|------------|--------------|---------------|-------------|------------------|------------------------------|
| Central Cost       |           | 03/31/25   |              |               |             | 47,961.27        | Facility Program Staff       |
| Central Cost       |           | 03/31/25   |              |               |             | 19,113.30        | Assoc. Supt. Operation Staff |
| <b>Grand Total</b> |           |            |              |               |             | <b>67,074.57</b> |                              |

### Manual Journal Entry

| Project#   | Check No. | Check Date | ShortAccount | InvoiceNumber | InvoiceDate | Amount              | Invoice Description |
|--|-----------|------------|--------------|---------------|-------------|---------------------|---------------------|
| July 2024 - March 2025 Facility Staff Salary Adjustment    |           |            |              |               |             | (192,445.98)        |                     |
| July 2024 - March 2025 Assoc Supt. Staff Salary Adjustment |           |            |              |               |             | (85,054.27)         |                     |
| <b>Grand Total</b>   |           |            |              |               |             | <b>(277,500.25)</b> |                     |

### BOND FUND 21

RESOURCE 9745 - Measure D (2010)

RESOURCE 9747 - Measure R (2020)

RESOURCE 9748 - Measure E (2012)

RESOURCE 9790 - Bond Related Other Revenue (Non bond measure)



**WCCUSD**  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**Brendan**  
**Havenar-Daughton**  
Vice Chair  
**Don**  
**Gosney**  
Chair  
**Ariel**  
**Xi**  
Secretary

**WCCUSD**  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**CHAIR REPORT**  
**TO**  
**BOARD OF EDUCATION & THE PUBLIC**  
**03.12.25**

The West Contra Costa Unified School District has a \$2.4 billion bond program. Using the power of their vote, the good people of West County passed several bond measures over the past quarter century to raise the funds necessary to repair or replace all 53 schools in West County.

As you might imagine, with the cost for this enormous project increasing dramatically with demands from our neighbors and unexpected budgetary increases, the approved funding isn't nearly enough and close to 19 schools may not get the funding those communities deserve.

In November of 2000 the good people of California passed Proposition 39 which lowered the threshold for passage from two thirds down to 55%.

One caveat in Prop 39 is that for any bond measure utilizing the 55% option there MUST be an oversight body to ensure that the funds are spent following the Prop 39 restrictions and are not misspent.

I've been with the Bond Program since 1998—even before it was an official program. I've served on the CBOC for 11 years—as long as legally allowed. This is my fourth year as the Chair of the CBOC.

The primary function of the CBOC is to review the monthly financial reports as well as periodic reports on the Bond Program projects.

# **WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE STANDING REPORT**

The District has five major projects right now: a new Multi Purpose Room at Shannon Elementary, a total rebuild of Lake Elementary, a total rebuild of Stege Elementary and repairs at Kennedy and Richmond High Schools which include massive replacements of large parts of the campuses.

As much as possible, the CBOC visits the sites so they can see first hand where the bond funds are going. Due to the fact that Stege has been closed, staff has deemed it off limits to us. We are trying to schedule a visit at another site this coming Friday.

With Stege, JFK and Richmond High, it's important to see things from start to finish so we can see WHY the District is spending \$621 million of our tax dollars. How can we explain these expenditures to the public if we're relying only on a few photos every now and again?

The financial reports have been a problem, though. It's not what's included in these reports—it's the fact that, for a lot of reasons, the District has been unable to provide the CBOC with the financial reports that we need and in a timely manner.

At next Wednesday's joint meeting between the Board of Education and the CBOC we will review this problem with the hope that we all can determine what it will take to assist staff so they can provide the financial reports needed to help rebuild the public's trust and faith in the District and the Bond Program. As great a job as Ms Payne and Ms Mejia Hooper are doing, there simply aren't enough hours in the day.

At that same meeting, draft audits for the Bond Program will be presented and discussed. These include a financial audit but, more importantly, a performance audit.

This latter audit is one that has been a bone of contention for about 6 years when the District's Chief Business Officer convinced the Board that they didn't need the type of performance audit the CBOC had negotiated several years prior. He convinced the Board that they only needed an audit that met the bare bones requirements of the government auditing standards.



# **WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE STANDING REPORT**

One of the key components of the earlier performance audits included interviews with key stakeholders of the CBOC so they might illuminate the performance auditors with information about the Bond Program they might not get from staff—the very people being audited.

The newly accepted scope prevented the auditors from ever speaking directly to the CBOC. As a result, the oversight of the Bond Program has, at least in my opinion, suffered—a lot.

It was decided that discussing an expansion of the performance audit scope at next week's joint meeting was not as important as other suggested agenda items. I obviously disagreed but a solution to this pressing problem was not agreed upon.

It was suggested that private discussions might be held and that, at a later date, these issues might be made public. There is a scheduled joint meeting in September so we'll see if this issue can be discussed at that time.

Between now and that later date, I invite members of the Board and the public to reach out to me if you want to learn more about the deficiencies of the current scope of the performance audits and what the CBOC used to receive. I can be reached at (510) 685-2403 or [dongosney@comcast.net](mailto:dongosney@comcast.net).

We will also be discussing the stats of the 112 recommendations from the multimillion dollar Forensic Accounting Investigation that was conducted almost 10 years ago. There were initial discrepancies between what the District said were completed and what could be proven to be completed. Since then, we've had numerous follow-up audits to validate whether this money was properly spent but—wait for it—we don't really know the status of those follow-up audits. So we'll talk that one over, too.

The CBOC is working diligently to train their members on how to use the tools at our disposal so they can be more proactive in the oversight of the Bond Program.

This is time consuming and laborious but extremely necessary.

# **WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE STANDING REPORT**

We're still looking for a few more volunteers to serve on the CBOC so I invite you to reach out to me to learn more about how you can be involved. This is way too important to sit back and leave it in the hands of others.

Before you get too excited about helping out, though, the CBOC has NO say in where the money goes—that's in the hands of the elected Board members. Also, they don't actually let us play with the money.

On Wednesday of next week—on March 19<sup>th</sup>—the CBOC will meet with the Board of Education for a joint meeting. Because the acoustics and lighting are better, this meeting will be held at the Facilities Building at 1400 Marina Way South here in Richmond. Our next scheduled meeting of the CBOC is at 6:15 on Monday the 14<sup>th</sup> of April at the Facilities Building at 1400 Marina Way South here in Richmond. All are welcome to attend and participate.

# C B O C   A T T E N D A N C E   L O G

| 2024 ~2025                       |                         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
|----------------------------------|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
|                                  | Term of Office          | Dec 11 | Jan 08 | Feb 12 | Mar 11 | Apr 08 | Apr 15 | May 20 | Jun 10 | Jul 08 | Aug 12 | Sep 09 | Oct 28 | Nov 18 | Dec 09 | Jan 13 | Feb 10 | Mar 10 | Mar 19 |
| Don Gosney                       | 11/01/23 – 10/31/25 (1) | P      | P      | P      | P      | P      | P      | X      | P      | P      | P      | P      | P      | X      | X      | P      | P      | P      | P      |
| Brendan Havenar-Daughton         | 01/12/25 – 01/11/27 (2) | P      | P      | P      | P      | A+     | P      | X      | P      | P      | P      | P      | P      | X      | X      | P      | A+     | P      | P      |
| Ariel Xi                         | 04/12/23 – 04/11/25 (1) | A      | P      | P      | A+     | P      | P      | X      | A+     | A      | A      | P      | P      | X      | X      | P      | P      | A+     | P      |
| Jia Ma                           | 02/05/25 – 02/04/27 (2) | P      | P      | P      | P      | A      | A      | X      | P      | P      | P      | P      | P      | X      | X      | X      | A+     | P      | P+     |
| Andrew Butt                      | 12/04/24 – 12/03/26 (1) | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | P      | P      | P      | P      |
| Andrea Landin                    | 06/26/24 - 06/25/26 (1) | X      | X      | X      | X      | X      | X      | X      | X      | P      | P      | P      | A+     | X      | X      | P      | P      | P      | P      |
| Lin Johnson                      | 12/06/23 – 12/05/25 (1) | A+     | P      | P      | A+     | A-     | A      | X      | A-     | A-     | A+     | A-     | P      | X      | X      | A-     | P      | A-     | A-     |
| Tashiana Johnson                 | 11/06/24 – 11/05/26 (1) | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | X      | P      | A+     | P      | P      |
| Lorraine Humes                   | 03/24/23 – 03/23/25 (3) | P      | P      | P      | P      | P      | P      | X      | A-     | A      | P      | P      | P      | X      | X      | P      | P      | P      | P+     |
| P = Present                      |                         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| A+ = Absent with notification    |                         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| A- = Absent without notification |                         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| X = No meeting                   |                         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |
| P+=Present but remote            |                         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |



# WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

**Brendan  
Havenar-Daughton**  
Vice Chair

**Don  
Gosney**  
Chair

**Ariel  
Xi**  
Secretary

## 2025 CBOC MEETINGS CALENDAR

Meetings will begin at 6:15

May 12

Jun 16

Jul 14

Aug 11

Sept 8 \*

Oct 20

Sept 17

(proposed joint meeting)

Nov 17

Dec 08

\*Tentative

---

### SCHOOL BOARD MEETINGS

Apr 16

May 14

Jun 4

Apr 30

May 28

Jun ??

Jul ??

Aug ??

Sept ??

Jul ??

Aug ??

Sept 17

(proposed joint meeting)

Oct ??

Nov ??

Dec ??

Oct ??

Nov ??

Dec ??

---

### CBOC Bylaw Requirements

There must be a December meeting for officer elections

Two joint meetings with Board of Education



# WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

## MINUTES OF MEETING March 10<sup>th</sup>, 2025

The District's video link to this meeting can be found here:  
<https://youtu.be/8OyZXkxVMA>

**Prior to the opening of this meeting, instructions were provided for anyone seeking Spanish translation.**

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) Citizens' Bond Oversight Committee (CBOC) was held at the WCCUSD Facilities Building (1400 Marina Way South) on Monday February 10<sup>th</sup>, 2025. The meeting was called to order at 6:21 PM by CBOC Chair Don Gosney.

### A ~ OPENING PROCEDURES

Chair Don Gosney presented the opening procedures, including:

- CBOC Ground Rules And Norms
- CBOC Basic Parliamentary Procedures

Chair Gosney apologized for his tone and "tenseness" at the meeting of February 10<sup>th</sup>, 2025. He admitted that he allowed his own frustrations to overtake his obligation to maintain order and civility.

Chair Gosney reported that CBOC Secretary Ariel X was working in Los Angeles so he would take over her secretary duties.

### C ~ The **ROLL CALL** of attendees showed the following:

#### **PRESENT**

Don Gosney (Chair)

Brendan Havenar-Daughton (Vice Chair)  
(arrived at 6:25 PM)



# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

Lorraine Humes (Member)

Andrew Butt (Member)

Andrea Landin (Member)

Jia Ma (Member)

(arrived at 6:44 PM)

Tashiana Johnson (Member)

(arrived at 6:28 PM)

[7 in attendance ~ 6 required for quorum]

#### ABSENT

Ariel Xi (Secretary)

Lin Johnson (Member)

#### ALSO IN ATTENDANCE

Melissa Payne (Interim Associate Superintendent ~ Operation and Executive  
Director of Contracts Administration)

Ellen Mejia-Hooper (Director of Facilities, Planning & Construction)

Megan Falk (Fiscal Coordinator ~ Bond, Facilities, M&O)

Jamela Smith-Folds (WCCUSD Board Member, Trustee Area 1)

Leslie Reckler (WCCUSD Board President, Trustee Area 5)

Chair Gosney reported that effective January 1, 2025 the laws had changed with regards to members being able to participate at Brown Act meetings remotely. As a result of this new legislation (AB 2449 and AB 2302), CBOC members must abide by the following rules with regards to remote participation:

Individual board members may participate in board meetings remotely, if they notify the Board at their earliest opportunity, and have one of the following:

**Just Cause:** Individual board members can participate remotely when caregiving of a family member, a contagious illness, a physical or mental disability, or LEA-related travel prevents them from appearing in person.

OR

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

**Emergency Circumstances:** Individual board members can participate remotely when there is a physical or family medical emergency that prevents them from appearing in person.

➤ The board member must describe the emergency in approximately 20 words without disclosing any personal medical information.

➤ Board must take action to approve the member's request.

There is no requirement to disclose the teleconferencing location.

Absent a quorum when the meeting commenced, Chair Gosney opened the meeting with items that did not require a quorum. With the arrival of member Tashiana Johnson at 6:28 PM, a quorum of six members was confirmed.

#### **D ~ APPROVAL OF AGENDA**

The agenda was approved as presented. [Waiting for a quorum, the agenda was approved out of order.]

#### **E ~ PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

No public comments for items not on the agenda were received.

#### **F ~ BOND PROGRAM PROJECTS STATUS AND FINANCIAL REPORTS**

Chair Gosney advised that until a quorum was present, these reports could not be questioned or discussed. [Quorum was achieved at 6:28 P.M.]

Ms. Mejia-Hooper reported on projects falling under the Facilities Team:

- 03.10.25 Project Status Update Presentation
- 03.10.25 Stege Elementary Project Status Update
  - Questions were asked by Ms. Landin about the number of classrooms.
  - Mr. Gosney commented that the text affixed to the graphics indicating the use of each of the buildings was extremely low resolution to the point that it was illegible. He suggested that the architects be advised that this was an issue they should

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

address.

- Highlighting the report on Stege was that the planned demolition should begin in the Spring of 2025.
- 03.10.25 JFK Project Status Report
- In light of the recent tariffs and major fires in Southern California Mr. Gosney brought up the availability and cost of construction materials and asked whether this was being factored into the budgets for these projects. With finite project budgets. Ms Mejia-Hooper replied that the District is prepared for these contingencies.
- 03.10.25 Lake Elementary Project Status Report Presentation
- 03.10.25 Shannon Project Status Report Presentation
- 03.25 Kennedy HS Newsletter Presentation
- 03.25 Lake ES Campus Newsletter Presentation
- 03.25 Shannon ES Multi-Purpose Room Newsletter Presentation
- 03.25 Stege ES Newsletter Presentation

Ms. Payne reported on the suite of financial reports which included:

- With laptops provided for those that needed them, Ms. Payne provide tutorials to show how to use the Project Management Plan (PMP) and the Reporting Portal.
- 03.25 CBOC Project Management Plan
  - From the public, Mr. Bryan Scott praised the PMP and asked what the funding source for this report was. Ms. Payne replied that there are established guidelines provided by the California Attorney General's office that dictates what Bond Funds can be used for and what must be funded by other sources. She explained that the PMP itself is not funded by Bond Funds but if there are specific parts of the PMP that were prepared specifically for the CBOC or a Bond Project, then Bond Funds could be used.
- Hands On Tutorial on the Reporting Portal
  - Chair Gosney reminded everyone that hotlinks to these are now a standard part of the agenda packet.

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

Ms. Payne reported that while the A/P Checklist was not available in time to be included in the agenda packet, it was available as a handout at this meeting. [Attached to these minutes as an appendix.]

Chair Gosney spoke about how the rest of the financial suite of reports were unavailable for inclusion in this agenda packet and how he had tried to survey the CBOC members to discern whether they felt that the reports should even be presented and discussed. He reported that it was difficult to get responses but of those that did respond, the feeling was that since they could not be discussed, they should not even be presented at this meeting.

#### **G ~ CBOC MEMBER INFORMATION REQUEST LOG**

The log was accepted without objection.

Ms. Humes reminded the CBOC that any member can make a request for information through Ms. Payne and that request would be catalogued in this log.

No public comments were received.

#### **H ~ CBOC REPORT TO THE BOARD OF EDUCATION AND THE PUBLIC**

Chair Gosney presented the text of the 02.12.25 CBOC Standing Report that he presented to the Board of Education at their meeting of this date.

No public comments were received.

#### **I ~ ROLLING ATTENDANCE LOG**

The rolling attendance log was presented and accepted without discussion.

No public comments were received.

#### **J ~ CALENDAR**

The calendar of CBOC and Board meetings was presented and accepted without discussion.

No public comments were received.

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

#### 185 K ~ MINUTES

186 The Draft CBOC Meeting Minutes of February 10<sup>th</sup>, 2025 were accepted  
187 without discussion.

188  
189 No public comments were received.

#### 190 L ~ NEW MEMBER APPLICATIONS

191 Chair Gosney reported that the application from Brendan Havenar-  
192 Daughton renewing his membership for another two year term had been  
193 brought to the Board of Education on February 12<sup>th</sup>, 2025 and approved.  
194

195  
196 Chair Gosney further reported that the application from Jia Ma renewing  
197 her membership for another two year term had been brought before the  
198 Board of Education on February 5<sup>th</sup>, 2025 and approved.  
199

200 Chair Gosney asked for a clarification about whether a CBOC member  
201 seeking renewal was even asked to submit an application and be interviewed  
202 before the application was brought before the Board and the public for  
203 review and consideration. Ms. Payne replied that staff no longer required  
204 that.

205  
206 No public comments were received.

#### 207 M ~ BOE/CBOC JOINT MEETING

208 Due to time constraints Chair Gosney made a **MOTION** to **DEFER**  
209 **Item M** (Financial and Performance Audits) to a later meeting.  
210

211  
212 With no objections, the **MOTION WAS APPROVED.**  
213

214 Chair Gosney did, however, report that he would be meeting with members  
215 of the Board and staff on Tuesday March 11<sup>th</sup> to discuss the agenda for the  
216 joint meeting. He reminded the CBOC that the District often restricts how  
217 many items and which items might be discussed. He pointed out that  
218 reports on the Bond Program Financial and Performance Audits would be  
219 two of the items on the agenda but he was going to do what he could to  
220 have at least four items discussed.



# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

He said that he would push for a report on the difficulties staff has had in providing the financial reports the CBOC needs to fulfill their mandate from Prop 39.

Another issue that Chair Gosney felt was a critical issue was the scope of the Bond Program Performance Audit.

A third item he would like included would be a comprehensive report on the status of the 112 items of concern included in the 2016 Forensic Accounting Investigation (FAI) of the Bond Program.

Vice Chair Havenar-Daughton requested that a discussion be held about how the District is supporting the oversight of the Bond Program.

Concerns were expressed that the draft audits may not even be available for review before the joint meeting.

Ms. Humes reminded the CBOC that a specific auditor (the person—NOT the auditing firm) is not allowed to audit the same set of funds for more than 6 years in a row and that the performance auditor had reached that term.

#### **N ~ CBOC MEMBERSHIP**

Due to time constraints Chair Gosney made a **MOTION** to **DEFER Item N** (CBOC Membership) to a later meeting.

With no objections, the **MOTION WAS APPROVED.**

No public comments were received.

#### **O ~ SITE VISITS**

Chair Gosney pointed out that with three major projects beginning, it was critically important that the CBOC be allowed to review the sites beginning now—before any demolition began. The three major projects included Stege Elementary, John F. Kennedy High School and Richmond High School. Lake Elementary is nearing completion as well as the multi-purpose room at Shannon Elementary.

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

Chair Gosney continued by reminding the CBOC that the most the District would allow at Stege was to drive by and view the site from the streets. With Kennedy and Richmond Highs, though, he felt it was important to be able to see these schools so they might be able to explain to the public why \$560 million—on top of the \$86 million already spent—is necessary. He explained that seeing these projects before demolition was important. The timeline for beginning work at Richmond HS is still a ways off but the demolition of Kennedy High will begin in a matter of months.

With no objections, the **MOTION WAS APPROVED.**

#### **P ~ CHAIRPERSON REPORT**

Chair Gosney reported:

- Under Standing Reports, the Board allows the CBOC Chair to make a 5 minute report once each month.
- A reminder about the joint meeting on March 19<sup>th</sup>.
- A brief report on the recent Stege community event.
- A plea for maintaining open lines of communication between each other.
- Newly implemented legislation with regards to remote participation in Brown Act meetings.

Trustee Smith-Folds commented that when she was Board President the location of the joint meetings was changed from DeJean Middle School to the Facilities Building.

Chair Gosney added that he would remind people at the agenda setting meeting that not all of these items would be staff presentations—that several of them should be presented by the CBOC because they are the ones who know most about the issues the CBOC want discussed.

No other public comments were received.

#### **Q ~ 2024 FINANCIAL AND PERFORMANCE AUDITS**

Chair Gosney briefly explained the nature and timeline of the Bond Program Financial and Performance Audits.

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

He emphasized that while the Financial Audit is mostly just number crunching, the Performance Audit is supposed to review the actual implementation of the Bond Funds AND the oversight of those expenditures. He pointed out that the Board had downscoped the Performance Audit so they no longer even look very closely at the oversight and are no longer even allowed to speak with anyone on the CBOC. He pointed out that the only information they receive comes from the very persons being audited.

Mr. Scott reminded the CBOC that the Performance Auditors were required adhere to the standards and objectives outlined in the Generally Accepted Government Auditing Standards (GAGAS).

Mr. Havenar-Daughton asked whether it is the traditional practice to receive these audits and have them discussed at the joint meeting. Chair Gosney replied that this was not the traditional case and by bringing these up at the joint meeting they occupy most of the meeting and comments and questions from the group is limited. Including them in the joint meeting agenda also restricts other issues that the CBOC might want to bring up to the Board. Mr. Havenar-Daughton agreed with this opinion and opined that this may not be the best use of the limited time at the joint meeting.

#### R ~ BY-LAWS AMENDMENTS

Due to time constraints Chair Gosney made a **MOTION** to **DEFER Item R** (CBOC Membership) to a later meeting.

With no objections, the **MOTION WAS APPROVED.**

No public comments were received.

---

Chair Gosney pointed out that although there were still two important agenda items left to discuss (the annual report and future agenda items), the regular time for adjournment had passed. With no objections the meetings was continued until those two items could be addressed.

---

#### S ~ 2020 ANNUAL REPORT

Ms. Humes was tasked to draft the transitional annual report for 2021-2022. This was a time when the reports transitioned from an annual report based

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

### MINUTES OF 03.10.25 MEETING

on January through December to July through June. She reported that once she had drafted this report, she would submit it to staff and Chair Gosney for review and then have the final version submitted to the CBOC for acceptance. Since Chair Gosney would be the only member of the CBOC that had been around during that time period, it would be inappropriate for the current CBOC to vote to accept, reject or amend the report.

Mr. Havenar-Daughton reported that a draft of the 2024 Annual Report should be available for the April 14<sup>th</sup> CBOC meeting.

He reminded the group that the annual report was one of the primary responsibilities of the CBOC. He delineated items that should be included.

No public comments were received.

#### T ~ FUTURE AGENDA TOPICS

Mr. Havenar-Daughton requested a more comprehensive discussion of enhanced communication.

He further asked whether there is a recording of the Spanish translation of the CBOC meetings.

No public comments were received.

#### U ~ ADJOURNMENT

With no other business before it the meeting was adjourned at 8:50 PM. The next scheduled meeting will be a joint meeting between the WCCUSD Board of Education and the CBOC and will be held on April 14<sup>th</sup>, 2025 at 6:15 PM at the WCCUSD Facilities Building (1400 Marina Way South).

---

These minutes were drafted by CBOC Chair Don Gosney.



# WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

## JOINT MEETING WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION CBOC

2010 Measure D ~ 2012 Measure E ~ 2020 Measure R

March 19<sup>th</sup>, 2025

### DRAFT MINUTES

The District's video link to this meeting can be found here:

[https://www.youtube.com/watch?v=8wg\\_5SHYjmE](https://www.youtube.com/watch?v=8wg_5SHYjmE)

**Prior to the opening of this meeting, instructions were provided for anyone seeking Spanish translation.**

The joint meeting of the West Contra Costa Unified School District's (WCCUSD) Citizens' Bond Oversight Committee (CBOC) and the WCCUSD Board of Education was held at the WCCUSD Facilities Building (1400 Marina Way South) on Wednesday, March 19th, 2025. The meeting was called to order at 6:40 PM by President Leslie Reckler of WCCUSD's Board of Education.

### A ~ OPENING PROCEDURES

#### A.2 Welcome and Meeting Procedures

Board President Leslie Rechler presented the opening procedures and thanked the CBOC members for their service. She acknowledged the



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**JOINT MEETING**  
**BOARD OF EDUCATION**  
**and**  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MINUTES OF 03.19.25 MEETING**

important role of the CBOC in ensuring the School District's compliance with Proposition 39 and the proper expenditure of bond funds in accordance with the applicable bond measures and legal requirements.

CBOC Chair Don Gosney delivered the welcome message, provided a brief introduction of the CBOC, and emphasized the importance of conducting joint meetings with the Board of Education.

**A.3 The ROLL CALL of attendees showed the following:**

**PRESENT**

Don Gosney (CBOC Chair)  
Brendan Havenar-Daughton (CBOC Vice-Chair)  
Ariel Xi (CBOC Secretary)  
Andrew Butt (CBOC Member)  
Andrea Landin (CBOC Member)  
Tashiana Johnson (CBOC Member)  
Lorraine Humes (CBOC Member ~ attended online at 7:13 PM under just cause due to lack of transportation)  
Leslie Reckler (WCCUSD Board President, Trustee Area 5)  
Cinthia Hernandez (WCCUSD Board Member, Trustee Area 3)  
Guadalupe Enllana (WCCUSD Board Member, Trustee Area 2)

**ABSENT**

Jia Ma (CBOC Member)  
Lin Johnson (CBOC Member)  
Demetrio Gonzalez Hoy (WCCUSD Board Member, Trustee Area 4)  
Jamela Smith-Folds (WCCUSD Board Member, Trustee Area 1)

**ALSO IN ATTENDANCE**

Dr. Kim Moses (Interim Superintendent)  
Melissa Payne (Interim Associate Superintendent ~ Operation and Executive Director of Contracts Administration)  
Ellen Mejia-Hooper (Director of Facilities, Planning & Construction)

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**JOINT MEETING**  
**BOARD OF EDUCATION**  
and  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MINUTES OF 03.19.25 MEETING**

Megan Falk (Fiscal Coordinator-Bond, Facilities, M&O)  
Nathen Edelman (Representative from Eide Bailey)  
Hugo Luna (Representative from Christy White)

Confirmation of quorum was established for both the CBOC and the Board of Education.

**A.4 Agenda Review and Adoption**

**Motion #1**

CBOC Chair Don Gosney moved to **DEFER** discussion of the annual Performance Audit and the annual Financial Audit (B5) to a subsequent joint meeting of the Board of Education and the CBOC, citing the very late arrival of both audits.

Tashiana Johnson **SECONDED** the motion.

**Vote:**

**Yes:** CBOC Chair Don Gosney, Andrew Butt,

**Abstain:** Ariel Xi,

**No:** Brendan Havenar-Daughton, Tashiana Johnson, Andrea Landin, Cynthia Hernandez, Guadalupe Enllana, Board President Leslie Reckler

With 2 Yes's, 1 Abstention, and 6 No's, the motion was **NOT ADOPTED**.

**Motion # 2**

Board President Leslie Reckler moved to hear and discuss the two audit reports tonight (B5). As the motion did not receive a second, it was **NOT ADOPTED**.

**Motion # 3**

CBOC Chair Don Gosney moved that the auditors be instructed, during their presentations, that there would be no discussion of the audits' content, findings, and recommendations at this meeting. He further moved that their presentations should focus on the audit process and guidance for the CBOC and Board of Education in their subsequent review.

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**JOINT MEETING**  
**BOARD OF EDUCATION**  
**and**  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MINUTES OF 03.19.25 MEETING**

Andrew Butt **SECONDED** the motion.

With the failure of Motion 1, CBOC Chair Don Gosney and Andrew Butt **WITHDREW** the Motion #3 as it was no longer applicable.

Melissa Payne commented that the Education Code mandates these audits be finalized by March 31st, and with no further CBOC meetings scheduled before that date, deferring discussion would forfeit the opportunity to review them and potentially miss the deadline.

CBOC members and the Trustees engaged in a discussion with Melissa Payne regarding the process for the Board of Education approval of the annual audit reports and strategies to ensure adherence to relevant deadlines.

**Motion #4**

Brendan Havenar-Daughton moved to **AMEND** item B5 to include a discussion focused on achieving earlier delivery of next year's audit. This discussion would aim to establish clear expectations and timelines for the audit process and identify key stakeholders who can contribute to meeting those deadlines.

Tashiana Johnson **SECONDED** it.

No public comments received.

With **NO OBJECTIONS**, the revised agenda was **APPROVED**.

**B ~ DISCUSSION AND REPORTS**

**B.1 CBOC Annual Reports for 2021, 2022, 2023 and 2024**

Previous CBOC Chair Brendan Havenar-Daughton and previous CBOC Chairwoman Lorraine Humes provided an update on the status of the CBOC annual reports for the years 2021, 2022, 2023, and 2024.

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**JOINT MEETING**  
**BOARD OF EDUCATION**  
and  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MINUTES OF 03.19.25 MEETING**

140 Melissa Payne and CBOC Chair Don Gosney outlined the factors, including  
141 the lack of CBOC members and COVID, influencing the current status of  
142 the CBOC annual reports.  
143

144 Board President Leslie Reckler led a discussion regarding actions to expedite  
145 the completion of the CBOC annual reports.  
146

147 **B.2 Bond Financial Reports**

148 Melissa Payne presented:

- 149 • Bond Program Financial Status As of February 28, 2025
- 150 • Bond Program Spending to Date by Site As of February 28, 2025
- 151 • A/P Check List of February, 2025  
152

153 **B.3 Committee Membership Update**

154 Melissa Payne presented:

- 155 • The summary of current membership
- 156 • Recruitment & Outreach Efforts  
157

158 **B.5 Status of Financial and Performance Audit Reports**

159 Nathen Edelman from Eide Bailey presented the WCCUSD Bond Program  
160 Performance Audit of Fiscal Year 2024 (July 1<sup>st</sup>, 2023 - June 30<sup>th</sup>, 2024).  
161

162 Hugo Luna from Christy White presented the WCCUSD Bond Program  
163 Financial Audit of Fiscal Year 2024 (July 1<sup>st</sup>, 2023 - June 30<sup>th</sup>, 2024).  
164

165 **B.6 Honoring Lorraine Humes**

166 The CBOC members and the Trustees paid tribute to Lorraine Humes' six-  
167 year's of service to the CBOC.  
168

169 **C ~ ADJOURNMENT**

170 With no other business before it the meeting was adjourned at 8:40 PM.  
171 The next scheduled meeting will be held on April 14th, 2025 at 6:15 PM at  
172 the WCCUSD Facilities Building (1400 Marina Way South).

173 **Comments from the public were solicited but none were offered.**

174 These minutes were drafted by Secretary Xi.

# WCCUSD



## CITIZENS' BOND OVERSIGHT COMMITTEE DRAFT '22/'23 ANNUAL REPORT

2010 MEASURE D ~ 2012 MEASURE E ~ 2020 MEASURE R

**THIS IS A DRAFT REPORT SUBJECT TO AMENDMENT,  
REFORMATTING AND THE ADDITION OF GRAPHICS**



# **West Contra Costa Unified School District**

## **Citizens' Bond Oversight Committee**

### **Annual Report**

#### **Fiscal Year July 1, 2022 - June 30, 2023**

#### **Thank You for Reading this Report...**

The Citizens' Bond Oversight Committee (CBOC) wrote this report. We are a group of local community members who volunteer to make sure that school bond money is spent the right way. We are moms, dads, teachers, business owners, senior citizens, PTA members and more. Our job is to watch over how the school district uses money from voter-approved school bonds like Measure D, Measure E, and Measure R. We help keep everything honest, clear, and focused on improving schools for our students.

#### **Why Do We Have School Bonds?**

School bonds are like a loan that the community agrees to pay back over time. This money helps build, fix, and upgrade schools. Thanks to these bonds, WCCUSD can:

- Build new classrooms
- Repair restrooms and heating systems
- Add science labs and technology
- Make schools safer and easier to get around

#### **Reading this Report**

We wrote this report for you - the public - for families, for students, for stakeholders of the WCCUSD District and for all taxpayers in West Contra Costa County. There are four sections of this report that will provide you with important information about how schools are remodeled and rebuilt, how our committee maintains oversight, and how the District bond program performed.

#### **Here's a summary:**

**Section 1:** Top 10 Take-aways from 2022-2023 Bond Program Activities. This section provides a high-level overview of key points of the bond program in 2022-23. (10 min read)

**Section 2:** Project Highlights. Quick overview of key projects with lots of pictures. (5 min read)

**West Contra Costa Unified School District**  
**Citizens' Bond Oversight Committee**  
**Annual Report**  
**Fiscal Year July 1, 2022 - June 30, 2023**

**Section 3:** Key CBOC Oversight Topics, Activities and Potential Concerns. Describes the oversight work of the CBOC. (10 min read)

**Section 4:** Top 3 Ways the District can Improve Support for the CBOC. This section offers the Committee's opinion on the three most valuable opportunities to better support the work of the CBOC. (5 min read)

**APPENDIX A:** Key Oversight Questions for Fiscal Year 2022-2023. Critical Q&A of bond program activities and related concerns. (20 min read).

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**1. Top 10 Take-aways from 2022-2023 Bond Program Activities**

*Section 1 (10 min read)*

As we reflect in 2025 on the progress made during the 2023 calendar year, here are the top highlights from the West Contra Costa Unified School District's (WCCUSD) bond program activities and expenditures—focused on what matters most to the general public: transparency, tangible impact, and responsible use of public funds.

**1. Millions of Dollars Invested in Local Schools**

- In 2023 alone, over \$30 million in bond funds were invested across WCCUSD schools—delivering vital upgrades to classrooms, school infrastructure, and learning environments.

**2. New Science Labs Completed for Future Innovators**

- Students at Hercules Middle and High Schools now have access to eight newly constructed science labs, creating hands-on STEM learning opportunities that will serve the district for decades to come.

**3. Lake Elementary Campus Transformation**

- Construction continued in 2023 on a full rebuild of Lake Elementary School. This major project is turning an aging campus into a modern facility with new classrooms, a library, administrative buildings, and enhanced outdoor spaces.

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**4. Classrooms Made Safer and More Comfortable**

- HVAC modernization projects at Collins and Cameron Elementary Schools replaced outdated boilers with energy-efficient systems—improving indoor air quality and temperature control for students and staff.

**5. Playgrounds and Outdoor Spaces Rejuvenated**

- Riverside Elementary students returned to school in 2023 with new playground structures, resurfaced blacktop, and an upgraded garden space—making recess and outdoor learning more vibrant and fun.

**6. Independent Audits Confirm Responsible Spending**

- The 2023 financial and performance audits, released in 2024, showed clean results: bond funds were spent in compliance with state law, only on approved school projects, and with no signs of misuse or waste.

**7. High Project Engagement and Budget Commitment**

- As of the end of 2023, over 90% of bond funding had been committed to current or planned projects—ensuring continuous progress and meaningful results in local schools.

**8. Community-Led Oversight Maintained**

- Throughout 2023, the Citizens' Bond Oversight Committee (CBOC)—made up of local volunteers—held regular meetings to review financials, inspect project progress, and advocate for transparency on behalf of taxpayers.

**9. Public Access and Reporting Improved**

- WCCUSD continued its commitment to transparency by publishing project updates, financial reports, audit findings, and checklists online—making it easier for the community to track how funds are spent.

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**10. Visible Impact on Students and Neighborhoods**

- The work done in 2023 has made a difference—creating safer, healthier, and more inspiring schools. These investments are building not just facilities, but a foundation for student success and community pride.

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**2. Bond Program Project Highlights**

*Section 2 (5 min read)*

Significant progress was made on several key projects:

- **Lake Elementary School Campus Replacement** – Full reconstruction underway, including modern classrooms, library, administration building, and improved outdoor spaces.

<insert Photos from site visit>

- **Hercules Middle and High School Science Labs** – Construction of eight high-quality science labs for hands-on learning experiences.

<insert Photos from site visit>

- **HVAC and Infrastructure Improvements** – Collins and Cameron Elementary Schools received modern HVAC systems and accessibility upgrades.

<insert Photos from site visit>

- **Riverside Elementary School Playground Improvements** – New playground structures, blacktop resurfacing, and garden space created.

<insert Photos from site visit>

In summary, here's how some of the bond money was used this year:

- New science labs at Hercules Middle and High Schools
- Replacing old heating systems at Collins and Cameron Elementary Schools

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- Building a brand-new campus at Lake Elementary School
  - Playground upgrades at Riverside Elementary School
- 

### **3. Key CBOC Oversight Topics, Activities and Potential Concerns**

*Section 3 (10 min read)*

#### **1. Bond Program Project Updates**

Throughout 2023, the CBOC consistently received detailed updates on the status of numerous Measure D, E, and R bond-funded projects. Key project highlights include:

- **Lake Elementary School Campus Replacement** – Ongoing major two-phase construction; considerable progress including new classroom buildings and site infrastructure.
- **Hercules Middle and High School Science Building** – Construction progressed with infrastructure and foundation work; future phases to include full science lab construction.
- **Cameron and Collins Schools Critical Needs Projects** – HVAC upgrades, accessibility improvements, new infrastructure. Projects paused later in the year awaiting equipment delivery.
- **Riverside Elementary School Playground Improvements** – Completed by Fall 2023, including play structures and blacktop repairs.
- **Kennedy High School Fields and Bleachers** – Near completion and closeout in early 2023.

#### **2. Financial and Performance Audits**

- 2021-2022 Financial and Performance Audits were reviewed and presented (May 8, July 10 meetings). Findings affirmed general compliance but sparked rigorous discussion over process improvements, timeliness, and inclusion of CBOC feedback.
- CBOC raised concern over the timing of audit drafts and final reports, as well as CBOC involvement in audit review before Board acceptance.
- Detailed Q&A logs and formal review documents were presented by CBOC members Anton Jungherr and Lorraine Humes.

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**3. CBOC Governance and Compliance**

- Reorganization of CBOC leadership roles and election of new officers.
- Adoption and discussion of Resolution 23-01 to “Restart CBOC Activities” due to prior compliance concerns.
- Ongoing edits and reviews of CBOC bylaws and Board Policy 7214.2 to enhance independence, transparency, and operational clarity.
- Attendance charts and membership logs reviewed at several meetings to ensure legal compliance with Proposition 39 requirements.

**4. Annual Reports**

- Work began on the development and finalization of the 2021 and 2022 CBOC Annual Reports.
- Reports were delayed due to transition from calendar to fiscal year reporting periods and extensive review of audit findings.

**5. Training and Oversight Tools**

- CBOC engaged in multiple training sessions including:
  - Robert’s Rules of Order
  - Brown Act compliance
  - Proposition 39 Oversight Roles
- Increased emphasis on site visits and red flag identification processes.

**6. Committee Operations and Administration**

- Multiple meetings were adjourned due to lack of quorum (April and June).
- Enhanced focus on public engagement, procedural decorum, and member onboarding.

**Potential Concerns:**

- **Late Audit Reports:** Delay in delivery of audit reports undermines timely oversight and public trust.
- **Limited Draft Audit Review by CBOC:** If CBOC is not receiving drafts early enough to provide feedback, it weakens its oversight role.
- **Lack of Detail on Soft Costs:** Insufficient breakdown of soft costs (project management, consulting, inspections) makes it hard to assess cost efficiency.



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- **Vacant Fiscal Oversight Roles:** Prolonged vacancies in key fiscal positions (e.g., Fiscal Coordinator for Facilities) could impair internal controls.
- **Overlapping/Unclear Roles:** Potential lack of clarity between board-level oversight and CBOC responsibilities (e.g., membership appointment vs. independence).
- **Lack of Joint CBOC/Board Meetings:** Missed opportunities for shared accountability and transparency.

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#### **4. Top 3 Ways the District can Improve Support for the CBOC**

*Section 4 (5 min read)*

##### **1. Improve Timeliness and Transparency of Financial Reporting**

- **Opportunity:** CBOC members consistently noted delays in receiving financial reports, draft audit documents, and expenditure details, limiting their ability to conduct timely reviews.
- **Recommendation:**
  - Provide CBOC with draft financial and performance audits at least 30 days prior to Board acceptance.
  - Publish quarterly financial and project updates online in a user-friendly format.
  - Include detailed tracking of change orders, budget variances, and cost-to-completion projections.

##### **2. Ensure Full and Consistent CBOC Membership & Capacity Building**

- **Opportunity:** The CBOC has experienced vacant seats and inconsistent participation, weakening its ability to fully represent the community and maintain quorum.
- **Recommendation:**
  - Conduct regular public outreach to recruit new members, especially for required representation categories (e.g., business, taxpayer, senior citizen groups).
  - Provide formal onboarding and training for new members (Brown Act, Prop 39 duties, project review basics).

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- Offer administrative support and tools (e.g., shared document portal, report templates).

**3. Strengthen Oversight Integration and Site Visit Process**

- Opportunity: Although site visits occur, they are often informal or lack structure tied to oversight findings.
- Recommendation:
  - Schedule structured CBOC site visits tied to key project milestones (e.g., start, midpoint, completion).
  - Use standardized checklists and photo documentation to align field observations with project status reports.
  - Establish clear feedback channels from site visits into project planning, budgeting, and reporting cycles.

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**APPENDIX A: Key Oversight Questions for Fiscal Year 2022-2023**

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**1. Are there significant variances between budgeted and actual expenditures?**

Yes — while most projects show a high percentage of budget committed/spent, some large projects are still under-utilizing their budgets.

- Total District-wide bond program budget was approximately \$1.78 billion, with 92.5% spent as of late 2022
- Example: Lake Elementary's replacement project has a \$54.6M budget, but only \$7.5M (14%) had been billed by late 2023

→ Concern: Some major capital projects are moving slowly despite large budget allocations.

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**2. Contingency Spending – How is contingency being used?**

- For Lake Elementary, only 12% of the \$781K project contingency had been executed by Dec 2023; most remained unspent
- District-level contingency utilization varies, but several change orders stem from “unforeseen conditions” (common in construction).

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→ Concern: While contingency spending seems controlled, lack of detail on justification for open/rejected PCOs limits oversight visibility.

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**3. Are project expenditures proportional to progress?**

Not always. Example:

- Lake ES billed only 14% of total despite extensive scheduled activities CBOC Agenda 03.27.2023 re....
- Hercules M/HS Science Building: billed 14.5% while construction was underway, yet behind original schedule.

→ Concern: Misalignment between financial burn rate and construction schedule may indicate inefficiencies or delays.

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**4. How are Change Orders (COs) managed?**

- Change Orders are documented with reasons (e.g., Design Changes, Unforeseen Conditions), but there is limited narrative explanation.
- Example: Collins/Cameron ES projects had ~1.5% in executed Change Orders and 2% pending Change Orders

→ Concern: There's minimal context on whether changes reflect poor initial planning, contractor issues, or site surprises.

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**5. Equipment Delivery Delays**

- Multiple projects like Collins and Cameron ES were paused pending HVAC equipment delivery

→ Concern: Supply chain issues caused delays and potentially escalated costs. Were alternative procurement strategies explored?

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**6. How are bond fund interest earnings used?**

- Interest earnings were reported (e.g., \$2M in pooled earnings), but exact use was not fully detailed

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→ Concern: Interest income should be transparently applied to program needs or reallocated to offset costs.

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**7. What are the administrative and program management costs?**

- Expenditures on “District Support” and “Program Coordination” exceeded \$100M across all bond funds (approx. 6% of total budget)

→ Concern: Need clearer breakdown of staff salaries, consultant contracts, and software overhead vs. direct project costs.

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**8. What did audits identify and how was CBOC involved?**

- Auditors confirmed compliance with Prop 39, but CBOC questioned late delivery and lack of draft review.
- Members requested more involvement in review before BOE acceptance

→ Concern: CBOC’s oversight was weakened by delayed and insufficient access to draft audit reports.

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**9. Is the public able to understand and access project financial data?**

- Data is comprehensive but buried in lengthy PDFs and spreadsheets.
- Newsletters and web dashboards exist but vary in detail per project

→ Concern: Accessibility and transparency for the general public remain limited; suggest simplified summaries and regular infographics.

----- End of Report -----



## **WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE**

**Brendan  
Havenar-Daughton**  
Vice Chair

**Don  
Gosney**  
Chair

**Ariel  
Xi**  
Secretary

# **CBOC ANNUAL REPORT ITEMS FOR CONSIDERATION FOR INCLUSION**

**This list is NOT all inclusive**

- 1) Should there be a cover?
- 2) Should there be an index?
- 3) Should there be an introduction page
- 4) Should there be a summary?
- 5) Should there be a glossary of terms?
- 6) Concluding remarks?
- 7) What should be the focus of any mention of the Financial and Performance Audits?
- 8) Board policy with regards to the CBOC
- 9) Do the audits present an accurate representation of the health of the Bond Program?
- 10) Site visits—how many, where, how well attended
- 11) Remote participation
- 12) District support?
- 13) Finances?
- 14) CBOC membership and efforts to expand membership
- 15) Meetings—how many and how many were cancelled
- 16) Joint meetings
- 17) About the WCCUSD (geographic boundaries, how many schools, list of trustees, superintendent, how many students)
- 18) Outreach
- 19) What reports are routinely covered in CBOC meetings?
- 20) CBOC members w/profiles
- 21) Should there be a section about the Facilities Master Plan?
- 22) Forensic Accounting Investigation
- 23) Projects worked on and completed



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## **Glossary of Terms**

1. Board = the WCCUSD Board of Education.
2. CBOC = the WCCUSD Citizens' Bond Oversight Committee.
3. District = the West Contra Costa Unified School District.
4. FSC = the Facilities Subcommittee of the Board of Education.
5. LLP = Limited Liability Partnership.
6. VLS = Vicente, Lloyd & Stutzmen, LLP.
7. WCCUSD = the West Contra Costa Unified School District.

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## FUTURE AGENDA ITEM LOG

04/14/25

[illegible]