

WCCUSD



CITIZENS' BOND OVERSIGHT COMMITTEE MEETING PACKET FOR JULY 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**

**Don
Gosney**
Chair

**Brendan
Havenar-Daughton**
Vice Chair

**WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT
CBOC**

2010 Measure D 2012 Measure E 2020 Measure R

A G E N D A

Monday July 14th, 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.

07.14.25 CBOC AGENDA PACKET

A) OPENING PROCEDURES

B) CALL TO ORDER

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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
Bill Claus
[8 members ~ 5 required for a quorum]

D) APPROVAL OF AGENDA

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

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

H) 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

07.14.25 Project Status Update Presentation

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CITIZENS' BOND OVERSIGHT COMMITTEE

07.14.25 Kennedy HS Project Status Report
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07.14.25 Lake Elementary Project Status Report
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07.14.25 Shannon Project Status Report
Page 29 of 93

07.25 Stege ES Newsletter
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07.25 Kennedy HS Campus Newsletter
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07.25 Lake ES Campus Newsletter
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07.25 Shannon ES Multi-Purpose Room Newsletter
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---Call for Public Comment---

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

Financial reports were not available before this agenda packet was prepared.

If reports are available for presentation at the meeting, the CBOC will be allowed to hear the reports but, because no one will have these reports with sufficient time to review them, no comments or discussions will be entertained.

This presentation would be for information only.

---Call for Public Comment---

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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

I) NEW MEMBER APPLICATION

F O R I N F O R M A T I O N O N L Y

Dulce Galicia CBOC Application

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Tannia Vargas CBOC Application

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J) 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.

K) MEETING CALENDAR

F O R I N F O R M A T I O N O N L Y

07.14.25 CBOC Meeting Calendar

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L) ROLLING ATTENDANCE LOG

F O R I N F O R M A T I O N O N L Y

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

07.14.25 Attendance Log
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M) MEETING MINUTES

F O R I N F O R M A T I O N O N L Y

04.14.25 Draft CBOC Meeting Minutes (Numbered)
Page 44 of 93

05.12.25 Draft CBOC Meeting Minutes (Numbered)
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06.16.25 Draft CBOC Meeting Minutes (Numbered)
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C O M M I T T E E R E P O R T S

N) ANNUAL REPORTS

(Tashiana Johnson, Brendan Havenar-Daughton & Don Gosney)

A C T I O N I T E M

Discuss the status of the 2024 Draft Annual Report.

'22/'23 City College of San Francisco Annual Report
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---Call for Public Comment---

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.
Updates on visits to Shannon and Lake Elementary Schools as well as
Richmond High.

---Call for Public Comment---

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

P) ZOOM RECORDINGS

(Don Gosney)

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

Discuss the status of the Spanish language translations on video recordings.

---Call for Public Comment---

Q) CBOC WEB SITE

(Don Gosney and Brendan Havenar-Daughton)

Discuss website revision, the process to post content and make updates.

---Call for Public Comment---

R) CHAIRPERSON REPORT

(Don Gosney)

Reports on issues relevant to the operation of the CBOC

---Call for Public Comment---

S) 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.

07.14.25 Future Agenda Items Log

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---Call for Public Comment---

T) ADJOURNMENT

NEXT SCHEDULED CBOC MEETING:

August 11th, 2025

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.



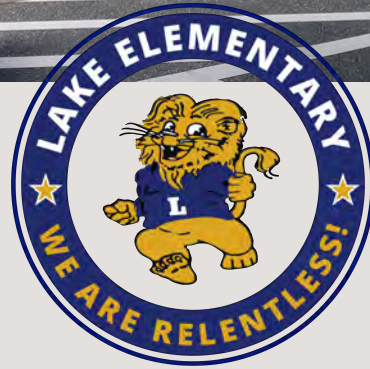
Project Status Update

Citizens' Bond Oversight Committee

July 14, 2025

Project Status Update

	Site	Project	Type	Status
DESIGN	Stege ES	Campus Rebuild	Design Build	Construction Documents
	Kennedy HS	Modernization	Lease Lease Back	<ul style="list-style-type: none"> Construction Documents for Phase 1.3 Design Development for Phases 2 and 3
	Richmond HS	Modernization	Lease Lease Back	<ul style="list-style-type: none"> DSA Review for Utility Make Ready Package Construction Documents for Phase 1 Design Development for Phases 2 and 3
	Pinole Valley HS	Fields Restoration & Bleachers	Design Bid Build	DSA Review
	Site	Project	Type	Status
CONSTRUCTION	Lake ES	Campus Rebuild	Design Build	<ul style="list-style-type: none"> Increment 1 – Complete Increment 2 – Construction
	Shannon ES	Critical Needs: Cafeteria	Design Bid Build	Construction
	Stege ES	Campus Rebuild	Design Build	Demolition Phase
	Kennedy HS	Modernization	Lease Lease Back	<ul style="list-style-type: none"> Phase 1.1 Demolition Phase-Construction_NTP June 12th, 2025 Phase 1.2 Utility Make Ready & Building Pads-Construction



Lake Elementary School Campus Rebuild

This two-phase project is the Rebuild 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

Kinder Buildings

- ❖ Tile floor
- ❖ Ceiling tiles
- ❖ Light Fixtures

Before



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Lake ES - Rebuild

Kinder Buildings

- ❖ Awning roof
- ❖ Exterior Light Fixtures
- ❖ Asphalt paving

Before



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Lake ES - Rebuild



Lake ES - Rebuild

Butterfly Canopy

- ❖ Scaffolding removed
- ❖ Concrete walkway
- ❖ Rebar in process

Before



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Lake ES - Rebuild

Dining and Stage

- ❖ Interior Painting
- ❖ Sealing Glulam Beams
- ❖ Stage HVAC



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Shannon Cafeteria Rebuild Project

The primary purpose of this project is to build a new Cafeteria 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 Cafeteria

Exterior

- ❖ Canopy structure
- ❖ Painted Door Frames



Shannon ES - New Cafeteria

Dining Area

- ❖ Ductwork
- ❖ Gypsum board finish
- ❖ Furring strips for the acoustical panels



Stege Elementary School Campus Rebuild



This project is the rebuild of the Stege ES campus. The project will replace the existing school buildings and provide a new site design (pictured/in progress). The school has been relocated to the temporary campus co-located at DeJean Middle School.



Activities This Month

- Design Development approved
- Demolition project started on 06/17/2025

Stege Rebuild Update



Portable Demolition



WCCUSD KENNEDY HIGH SCHOOL MODERNIZATION
KENNEDY HIGH SCHOOL – BUILDING A
RICHMOND, CA

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 buildings will be updated. Additional sitework will follow.



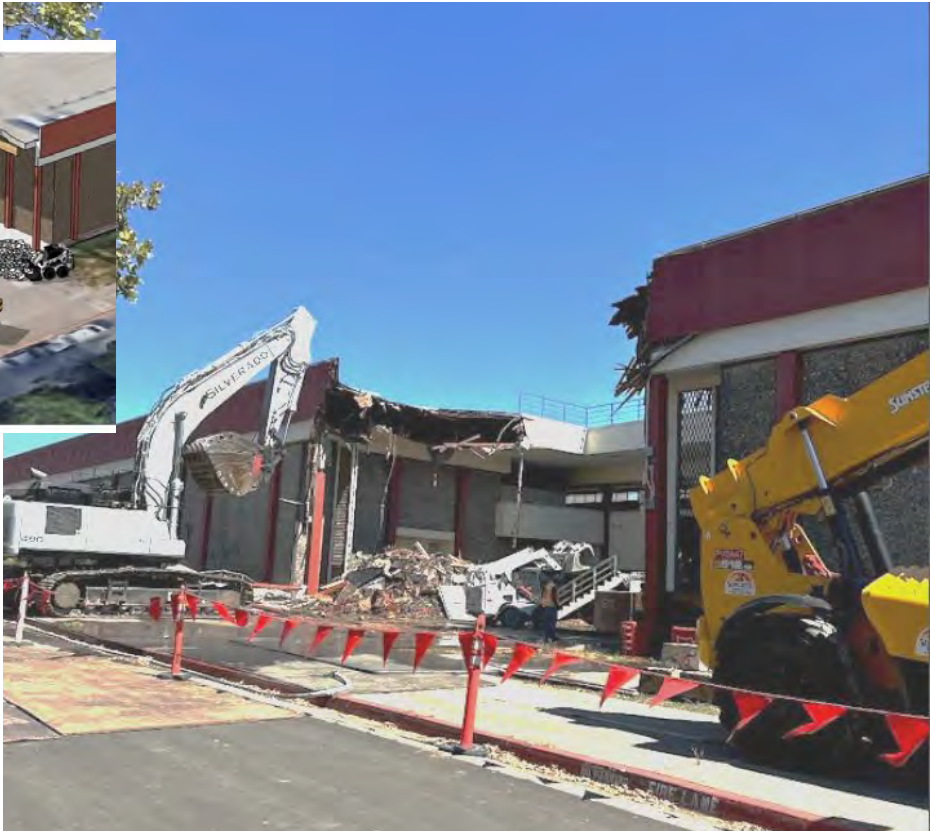
Activities This Month

- Bldg. 500 move completed
- Phase 1.1 Demolition Phase 100, 200 & 500 Buildings in progress
- Phase 2 (Modernization) focus group meetings complete

Kennedy Modernization Update



The Plan



The Plan in ACTION!

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.



Activities This Month

- Utility Make Ready (UMR) Package Pending Division of the State Architect (DSA) and California Geological Survey (CGS) Approval
- City of San Pablo approved UMR Encroachment Permit

Richmond Modernization Update



Developing the Admin Lobby

Project Status Report: 2025 - July



Kennedy High School Modernization Project Phase 1.1 & 1.2

4300 Cutting Blvd.
Richmond, CA, 94804

Project No: 5902-360 DSA No: 01-121910 2-Jul

Project Scope

Replacement of existing two buildings with new construction and modernization of remaining building and existing campus. This project consists of 3 phases. Phase 1 includes demolition of existing buildings 100/200 and 500, new site utilities, and construction of 2 new buildings (Building A and Building B). Phase 2 will modernize all remaining buildings on campus including buildings 300, 400, 600, 700 and 800. Phase 3 consists of all remaining site work.

Schedule

Notice to Proceed	6/12/2025
Original Project Duration	968
Final Completion	5/1/2029
Approved Time Extensions	0
Revised Project Duration	968
Revised Completion Date	5/1/2029
Calendar Days Elapsed	21 2%

Project Team

Owner	WCCUSD
Design Build Entity	HKIT Architects
Construction Manager	Overaa Construction
Inspector	John Miller via VIS

Contract Summary

Amended Base Contract Amount	\$12,800,911
Amended Project Contingency	\$622,338
Amended District Contingency	\$622,338
Original Contract Amount	\$14,866,515.58
Contract Amendments	\$0
Revised Contract Amount	\$14,866,515.58
Amended Project Contingency	\$622,338
Executed CO	\$0
Remaining Contingency	\$622,338
Open PCOs	\$0
Rejected PCOs	\$0
Amended District Contingency	\$622,338
Executed CO	\$0
Remaining Contingency	\$622,338
Open PCOs	\$0
Rejected PCOs	\$0
Completed & Stored & Billed & Processed to Date	\$0 0%
Stop Notices	\$0

Project Updates

Activities Last Month:
Notice to Proceed: June 12 2025 Site Fencing completed as per plan Mobilized Trailer and Set-up Abatement for the Building 100-200 completed Abatement for the Building 500 In-process.
Upcoming Work
Structural Demolition Starting week of July 7 - 2025

Project Status Report: 7/1/2025



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
Revised Project Duration	1555
Revised Completion Date	11/17/2025
Calendar Days Elapsed	1435 92%

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	
	Original Contract Amount	\$54,654,282	
	Contract Ammendments	\$2,500,000	
	Revised Contract Amount	\$57,154,282	
	Amended Project Contingency	\$781,522	
	Executed CO	\$536,170	
	Remaining Contingency	\$245,352	
	Open PCOs	\$23,926	
	Rejected PCOs	\$67,227	
	Amended District Contingency	\$3,406,055	
	Executed CO	\$1,433,877	
	Remaining Contingency	\$1,972,178	
	Open PCOs	\$21,862	
	Rejected PCOs	\$117,389	
	Completed & Stored & Billed & Processed to Date	\$47,607,152	83%
	Stop Notices	\$0	

Project Updates

Activities Last Month:
Phase 1B: Building F: Complete electrical feeders and panel makeup, startup HVAC equipment, electrical, data, fire alarm, public address system cabling and trim, countertops, plumbing finish, vapor emmissions and flooring. Building E: Electrical feeders, HVAC units on roof - Mechanical, Electrical, and Plumbing on roof, start paint, tile at restrooms, acoustical ceiling grid. Building D: Complete gypsum board tape and finish, paint interior, exposed ductwork at the multipurpose room, roofing and plaster finish at the canopy. Site: Continue underground utilities, fencing, grading and concrete flatwork, start de-mobilizing to allow all site work to start.
Upcoming Work
Phase 1B: Building F: Finish electrical and low voltage panel makeup, startup HVAC equipment, electrical, data, fire alarm, public address system cabling and trim, complete flooring, install acoustical ceiling tiles, door hardware, misc interior trim, fire extinguisher cabinets, touch up paint, final clean, test all systems, punchlist. Building E: Finish electrical and low voltage panel makeup, startup HVAC equipment, electrical, data, fire alarm, public address system cabling and trim, complete flooring, install acoustical ceiling tiles, door hardware, misc interior trim, fire extinguisher cabinets, touch up paint, final clean, test all systems, punchlist. Fencing, grading and concrete flatwork, start de-mobilizing to allow all site work to start, playground equipment and surfacing at Kindergarten/TK and preschool, grading and paving at manchester, complete trash enclosure.



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	458	
	Final Completion	8/1/2025	
	Approved Time Extensions	0	
	Revised Project Duration	458	
	Revised Completion Date	8/1/2025	
	Calendar Days Elapsed	428	93%

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	\$76,546.13	
	Unforeseen Conditions	\$0.00	
	Owner Requested	\$1,028	
	Design Changes	\$75,518	
	Outside Agency/ Other	\$0	
	Revised Contract Amount (contract + \$ Executed CO)	\$7,928,546	
	No. of Cos	0	
	Pending PCOs	\$40,739.42	1%
	Rejected/Voided PCOs	\$34,396.82	0%
	Completed, Stored, Billed and Processed to Date	\$5,472,778.52	
	Stop Notices	\$0	

Project Updates	Activities Last Month:
	Exposed ductwork at the multipurpose room, ceramic tile at restrooms, interior painting, exterior painting, door hardware, site utilities, canopy piers, expansion joints.
Project Updates	Upcoming Work:
	Continue ductwork at the multipurpose room, continue interior and exterior painting, door hardware, site grading, canopy framing, t-bar ceiling, top out for Mechanical, Electrical, and Plumbing and Fire Safety.



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CONSTRUCTION NEWSLETTER

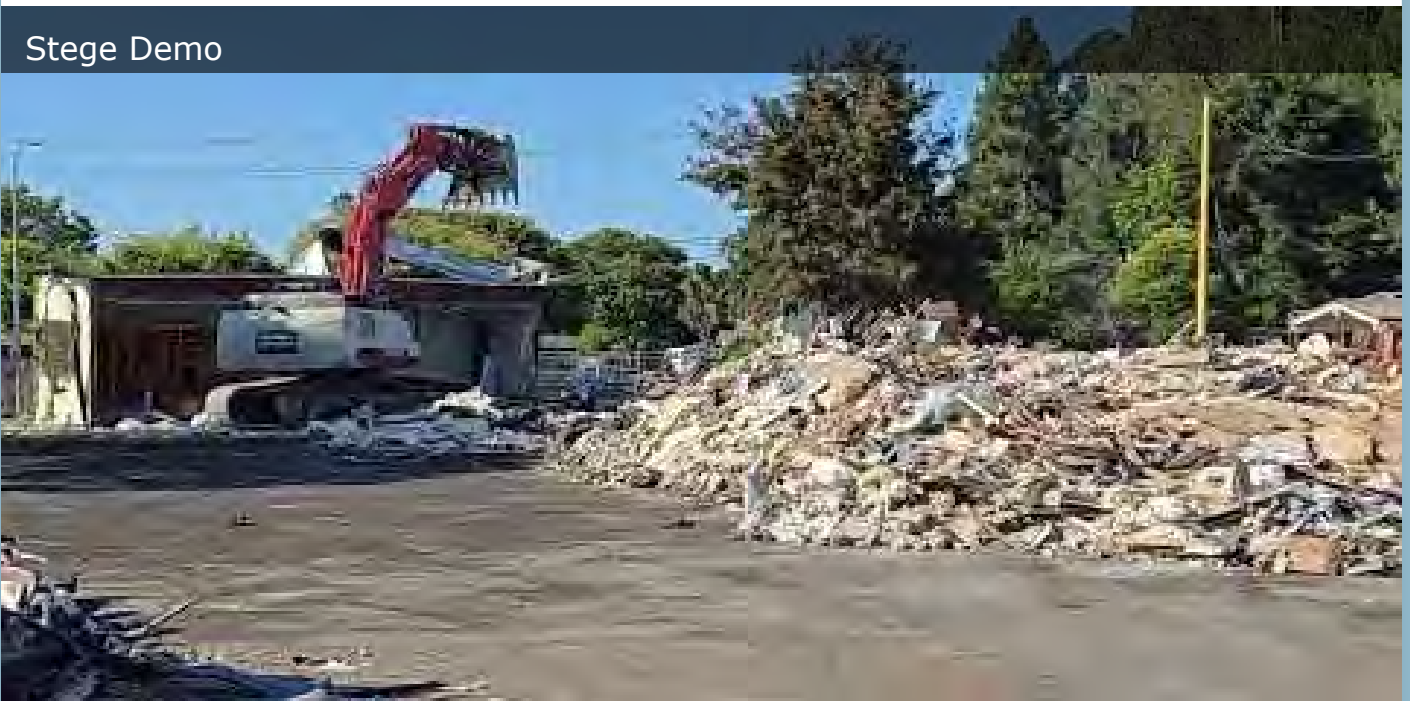


STEGE ELEMENTARY SCHOOL REBUILD PROJECT

July 2025

Demolition has started!

Stege Demo



The [demolition project](#) is a multi-step process that includes four stages tailored to each building and site. The first stage is mobilization and site protection, which involves fencing, construction signage, and identifying critical elements.



The second stage involves hazardous materials abatement, which includes obtaining permits from environmental agencies, implementing protective containment measures, utilizing third-party hygienist oversight, employing the wet method, and conducting air quality monitoring.

The third stage is the structural demolition of the building, which begins once the abatement is complete. There will be a removal of power, water, and utility sources to the buildings. The buildings will be removed one at a time with large machinery, and the debris will be removed from the site. The final stage is site demolition, which includes the removal of existing hardscape and site furnishings.

Most of the portables have been fully removed. The main buildings will progress through the demolition process starting with the cafeteria and progress around the site ending with the classroom building. The cafeteria has completed stage 2.

Project Website

Project Summary

This project will replace the existing school buildings and provide a new site design. The Stege campus rebuild project is in design. The school has been relocated to the temporary campus co-located at DeJean Middle School.



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



SES Modernization Project Newsletter

WCCUSD Facilities Planning & Construction

Subscribe





WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT CONSTRUCTION NEWSLETTER



KENNEDY HIGH SCHOOL MODERNIZATION

July 2025 - Phase 1 Demolition

Phase 1 Construction Happening Now at Kennedy!

The [demolition project](#) is a multi-step process that includes four stages tailored to each building and site. The first stage is mobilization and site protection, which involves fencing, construction signage, and identifying critical elements.

The second stage involves hazardous materials abatement, which includes obtaining permits from environmental agencies, implementing protective containment measures, utilizing third-party hygienist oversight, employing the wet method, and conducting air quality monitoring.

The third stage is the structural demolition of the building, which begins once the abatement is complete. There will be a removal of power, water, and utility sources to the buildings. The buildings will be removed one at a time with large machinery, and the debris will be removed from the site. The final stage is site demolition, which includes the removal of existing hardscape and site furnishings.

The Kennedy HS project is still in the first and second stages. The project schedule anticipates that the structural demolition will begin the week of July 7th.

Step 1 of the Structural Demolition of the 100 and 200 Buildings



Project Website



Step 2 of the Structural Demolition

Kennedy Modernization Project Team

Architect:
HKIT Architects

Construction Contractor:
C Overaa & Co.

Construction Manager:
Van Pelt Construction Services
Charles Harbour II
charles.harbour@wccusd.net



Step 3 of the Structural Demolition

E **KHS Modernization Project Newsletter**
WCCUSD Facilities Planning & Construction

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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CONSTRUCTION NEWSLETTER



LAKE ELEMENTARY CAMPUS REPLACEMENT PROJECT

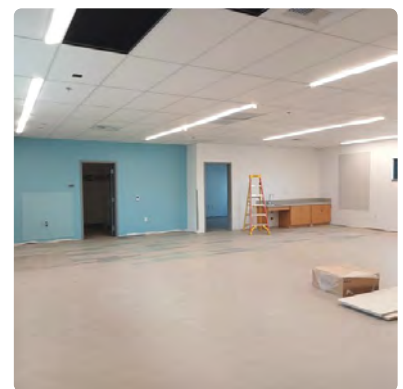
Project Updates - July 2025

Construction Activity

Building E and F (Kindergarten Wings)

These buildings will OPEN in time for the first day of school!

- Installation of lighting fixtures, fire alarm, countertops, and flooring
- Startup of the HVAC equipment
- Next month will include finishing low voltage panel connection, continue startup HVAC equipment
- Before opening the kindergarten building touch up paint, final clean, testing all systems and punchlist will be completed



Building D (Cafeteria)

- This month's activity will include the ceiling install at the kitchen and electrical and low voltage connections
- Interior painting, ductwork at the dining area and canopy plaster finish is completed

Site

- Ongoing work will continue on the underground utilities, grading, and concrete flatwork.



- Kindergarten playground is being completed for the opening of the Kindergarten Complex

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. This project is an investment in our community through the use of taxpayer bond dollars.

The project has two main construction phases. The project design started in August 2021. The first phase of construction included new buildings and site work on the East half of the campus and was completed in Fall 2024. The second phase will include new buildings and remaining site work on the West half of the campus, scheduled through Fall 2025.

Architect: Quattrocchi Kwok Architects - QKA

Anticipated Completion: Fall 2025

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Sign up here: 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



School Front

Concrete flatwork



Kindergarten Playground



Lake Construction Newsletter

WCCUSD Facilities Planning & Construction



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CONSTRUCTION NEWSLETTER



SHANNON ELEMENTARY MULTI PURPOSE ROOM REPLACEMENT PROJECT

Project Updates - July 2025

Construction Activity

- Interior Construction: ductwork in the dining area, restroom ceramic tiles, interior painting
- Exterior Construction: exterior painting, and door hardware installation
- Site Work: installing canopy piers, expansion joints



Project Overview

Project Scope: The primary purpose of this project is to build a new multi-purpose room with a dining area, stage, food services kitchen, server, and support spaces. This project is an investment in our community through the use of taxpayer bond dollars.

After the completion of the new building, the existing portable cafeteria 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.

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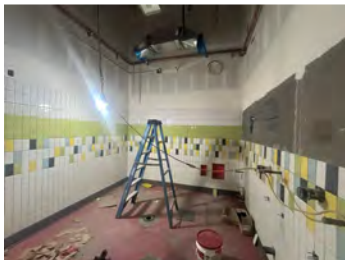
Ductwork
installed in the dining area

Contact Information

Construction Contractor:
Strawn Construction, Inc

Construction Manager:
Cumming Management Group
Matthew Medeiros
matthew.medeiros@wccusd.net

Your Project Team



Ceramic Tiles
in the student restroom

 **Shannon Construction Newsletter**
WCCUSD Facilities Planning & Construction

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West Contra Costa Unified School District Citizens' Bond Oversight Committee Application

The purpose of the Committee is to inform the public concerning the expenditures and uses of bond revenues. The Committee's legal charge is to actively review and report on the expenditures of taxpayer's money for school construction.

**DULCE GALICIA
RICHMOND**

At-Large Member

YES Do you live or work within the boundaries of WCCUSD?

NO Are you an elected official? (No elected official shall be appointed to the CBOC)

NO Are you an employee or official of the WCCUSD? (No employee or official shall be appointed to the CBOC)

NO Are you a vendor, contractor or consultant of the WCCUSD? (None shall be appointed to the CBOC.)

YES Can you serve a full two-year term?

YES Can you attend monthly in-person CBOC meetings?

NO Do you know of any reason such as a potential conflict of interest, which would adversely affect your ability to serve on the CBOC?

Please provide a personal statement explaining why you want to serve on the Citizens' Bond Oversight Committee and what special areas of expertise or experience that you think would be helpful to the Committee

I want to serve on the CBOC because I believe in transparency and accountability and I care deeply about the families and children in the WCCUSD and believe that bonds are especially important to ensure children have the facilities they deserve. Professionally, I bring skills of meeting facilitation, problem solving, policy making process, leadership development, housing and building development, community engagement, and budget analysis. These are qualities that are applicable to this committee.



West Contra Costa Unified School District Citizens' Bond Oversight Committee Application

The purpose of the Committee is to inform the public concerning the expenditures and uses of bond revenues. The Committee's legal charge is to actively review and report on the expenditures of taxpayer's money for school construction.

TANNIA VARGAS
RICHMOND

Parent or Guadian Member

YES Do you live or work within the boundaries of WCCUSD?

NO Are you an elected official? (No elected official shall be appointed to the CBOC)

NO Are you an employee or official of the WCCUSD? (No employee or official shall be appointed to the CBOC)

NO Are you a vendor, contractor or consultant of the WCCUSD? (None shall be appointed to the CBOC.)

YES Can you serve a full two-year term?

YES Can you attend monthly in-person CBOC meetings?

NO Do you know of any reason such as a potential conflict of interest, which would adversely affect your ability to serve on the CBOC?

Please provide a personal statement explaining why you want to serve on the Citizens' Bond Oversight Committee and what special areas of expertise or experience that you think would be helpful to the Committee

I am interested in serving on the CBOC because I am a parent, taxpayer, and homeowner in Richmond, and I have a vested interest in the success of the West Contra Costa Unified School District. As both my children and I are part of this community, I believe strongly in maintaining transparency and accountability in how bond funds are managed.

Bonds play a critical role in providing students with access to the resources, facilities, and programs they need to thrive. With a professional background as a nonprofit accountant, I bring valuable expertise in finance, budgeting, and audits. Additionally, my involvement on the Equity Task Force at my organization reflects my strong commitment to equity and inclusion-principles I believe should be central to the district's decision-making processes.



**WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE**

**Don
Gosney**
Chair

**Brendan
Havenar-Daughton**
Vice Chair

**2025
CBOC MEETINGS CALENDAR**

Meetings will begin at 6:15

J u l 14

A u g 11

S e p t 8 *

O c t 20

S e p t 17

(proposed joint meeting)

N o v 17

D e c 08

***Tentative**

SCHOOL BOARD MEETINGS

J u l 16

J u l 19

A u g 06

S e p t 10

O c t 08

A u g 27

S e p t 17

O c t 22

(proposed joint meeting)

S e p t 24

N o v 05

D e c 03

N o v 19

D e c 17

CBOC Bylaw Requirements

There must be a December meeting for officer elections

Two joint meetings with Board of Education

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

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		2 0 2 4 ~ 2 0 2 5																	
	Term of Office	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	Apr 14	May 12	Jun 16	Jul 14	Aug 11
Don Gosney	11/01/23 10/31/25 (1)	P	X	P	P	P	P	P	X	X	P	P	P	P	P	P	P		
Brendan Havenar-Daughton	01/12/25 01/11/27 (2)	A+	X	P	P	P	P	P	X	X	P	A+	P	P	P	P	P		
Jia Ma	02/05/25 02/04/27 (2)	A+	X	P	P	P	P	P	X	X	X	A+	P	P+	P	P	P		
Andrew Butt	12/04/24 12/03/26 (1)	--	--	--	--	--	--	--	--	--	P	P	P	P	A+	P	A+		
Andrea Landin	06/26/24 06/25/26 (1)	--	--	--	P	P	P	A+	X	X	P	P	P	P	P	A+	P		
Lin Johnson	12/06/23 12/05/25 (1)	A-	X	A-	A-	A+	A-	P	X	X	A-	P	A-	A-	P	P	P+		
Tashiana Johnson	11/06/24 11/05/26 (1)	--	--	--	--	--	--	--	--	--	P	A+	P	P	P	A+	P		
Bill Claus	06/05/25 06/04/27 (1)	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P		
Allison Huie	Pending	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
Dulce Galicia	Pending	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
Tannia Vargas	Pending	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--		
Lorriane Humes	03/24/23 03/23/25 (3)	P	X	A-	A-	P	P	P	X	X	P	P	P	P+	--	--	--	--	--
Ariel Xi	04/12/23 04/11/25 (1)	A+	X	A+	A+	A+	P	P	X	X	P	P	A+	P	--	--	--	--	--

P = PRESENT

P+ = PRESENT BUT REMOTE

R = REMOTE

X = NO MEETING

A+ = ABSENT WITH NOTIFICATION

A- = ABSENT WITHOUT NOTIFICATION

-- = NOT A MEMBER



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF MEETING

2010 Measure D, 2012 Measure E & 2020 Measure R

April 14th, 2025

DRAFT MINUTES

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

<https://www.youtube.com/watch?v=4BjZuuP5TO4>

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 10th, 2025. The meeting was called to order at 6:20 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 reported that since CBOC Secretary Ariel X was termed out and would not be returning, without objection he volunteered to take over her secretary duties on an interim basis with the intent to host an election to fill the vacancy as soon as the new CBOC applicants are installed.

On behalf of the Spanish language translator, Ms. Ellen Mejia-Hooper, made the appropriate announcements about accessing those services.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
MINUTES OF 04.14.25 MEETING

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

PRESENT

Don Gosney (Chair)
Brendan Havenar-Daughton (Vice Chair)
Andrea Landin (Member)
Jia Ma (Member)
Tashiana Johnson (Member)
Lin Johnson (Member)

[6 in attendance ~ 4 required for quorum]

NOT IN ATTENDANCE

Andrew Butt (Member)
(called in with his regrets over health issues)

ALSO IN ATTENDANCE

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)
Board Liaison to the CBOC Trustee Leslie Reckler sent her regrets that a family matter required her attention while the CBOC meeting was being held.

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:

Chair Gosney reported that with the terming out of Ms. Lorraine Humes, the CBOC was short a representative of a bona fide taxpayer organization and was in nonconformity with ed code statute. Chair Gosney did, however, introduce Bill Claus. Mr. Claus has submitted an application to fill that void. As he routinely does with any member of the public, Chair Gosney invited Mr. Claus to join the CBOC members at the main table.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
MINUTES OF 04.14.25 MEETING

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

Just Cause: Individual CBOC 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

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

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

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

There is no requirement to disclose the teleconferencing location.

D ~ APPROVAL OF AGENDA

The agenda was approved as presented. [

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

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

➤ 04.14.25 Project Status Update Presentation

➤ 04.14.25 Kennedy HS Project Status Report

➤ 04.14.25 Lake Elementary Project Status Report

➤ 04.25 Kennedy HS Newsletter

➤ 04.25 Lake ES Campus Newsletter

➤ 04.25 Shannon ES Multi-Purpose Room Newsletter

There were no comments from the CBOC or the public.

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

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 04.14.25 MEETING

- 03.31.25 Report 13 Bond Program Financial Status
- 03.31.25 Report 13A Bond Program Financial Status
- 03.31.25 Report 2 Bond Program Spending to Date
- 03.31.25 AP Check List

Ms. Tashiana Johnson asked if there were any outstanding invoices for the new science building at Hercules Middle School. Ms. Mejia-Hooper explained that it was routine to withhold some payments until it was clear that all of the contracted work was completed and to the satisfaction of the District.

Ms. Humes provided a brief tutorial on the notes included in the far right column of Report 2 with emphasis on which notes were of more importance than others.

There were no other comments from the CBOC or the public.

Chair Gosney shared with the CBOC a hard copy of the 2018 Annual Report so, while listening to reports, they might peruse a previous annual report before getting to that agenda item.

CONSENT CALENDAR ITEMS

G ~ CBOC MEMBER INFORMATION REQUEST LOG

Since no new information requests have been submitted since 09.16.24 and all have been resolved, the log was not included in the agenda packet.

No public comments were received.

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

Chair Gosney presented the text of the 03.12.25 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 with one comment:

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 04.14.25 MEETING

Vice Chair Havenar Daughton suggested a reconsideration of the formatting of the attendance log

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.

K ~ MINUTES

The Draft CBOC Meeting Minutes of March 10th, 2025 were **ACCEPTED** without discussion.

The Draft Meeting Minutes of the joint meeting of the Board of Education and the CBOC on March 19th, 2025 were **ACCEPTED** without discussion.

No public comments were received.

L ~ NEW MEMBER APPLICATIONS

The CBOC application from Bill Claus was presented to the CBOC and the public solely for their personal review.

Chair Gosney also brought up the CBOC application from Shamarla McCoy from earlier in the year to ascertain the status of that application. There were legal issues regarding work that she does with the WCCUSD that needed clarification from the District's legal team.

Chair Gosney also solicited a volunteer to serve on the CBOC application Selection Committee for the next set of interviews. Ms. Landin volunteered pending notification of the date and time.

No public comments were received.

REGULAR BUSINESS

M) 2020 ANNUAL REPORT

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 04.14.25 MEETING

Mr. Havenar-Daughton and Chair Gosney provided an update on the '22/'23 Draft CBOC Bond Program Annual Report. The CBOC had an opportunity to review the contents and offer comments. Chair Gosney pointed out that there were a couple of areas needing clarification and that he would discuss this with Mr. Havenar-Daughton. Once these were resolved, he would add graphics, reformat it and present it to the Board and the public for review.

Mr. Havenar-Daughton compared the draft that he put together against the MUCH more detailed 2018 Annual Report being passed around for comparison. He explained that his approach was for a more informal report.

He pointed out that the only requirement necessary for inclusion is a statement confirming that the Bond Program is in compliance with statutorily mandated spending and accountability and the ballot language.

Chair Gosney also explained that the CBOC would be discussing what they might want included in future annual reports above and beyond the one compliance sentence.

Ms. T. Johnson suggested that there is some basic information that might be included in future reports.

Chair Gosney suggested that reports should not be written in first or second person formatting. For instance, instead of using "I" and "we" he suggested using "the CBOC". Hearing nothing from the CBOC suggesting either keeping the informality or being more formal, Chair Gosney determined to maintain the informality in the current draft.

Chair Gosney presented for consideration a list of items for inclusion in future annual reports. This was an item solely for discussion and consideration as the Annual Report Committee moved forward.

Copies of the contents from the 2016 and the 2018 Annual Reports were shared for the CBOC to use as examples of how annual reports were prepared in the past.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
MINUTES OF 04.14.25 MEETING

Ms. Humes reminded the CBOC that there is a statutorily required statement that must be included that would read something like the following:

Based on the information received and reviewed by the Citizens' Bond Oversight Committee, the Committee finds that the West Contra Costa Unified School District is in full compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution (Proposition 39), and that bond funds have been expended only for the purposes authorized by the voters.

Chair Gosney offered former CBOC member Lorraine Humes—participating remotely—to share with the group a status report on the '21/'22 Annual report that she has been working on. Ms. Humes advised that she will have this report completed soon.

Chair Gosney thanked the body for their input and promised that the suggestions would be included in a follow-up draft before being brought back to the CBOC for their approval.

Chair Gosney referred to a list of possibly items for inclusion in future annual reports. This list included numerous items included in previous annual reports. [This list was included as Page 77 of the meeting agenda packet.]

Vice Chair Havenar-Daughton expressed his concerns that with the limited number of CBOC members that might be available and able to assist with drafting an annual report—especially with Brown Act restrictions that limited the number of volunteers that might assist—the capacity of the team to accomplish these tasks might be impacted.

This was a round table discussion just to solicit ideas and comments with no action to be taken.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 04.14.25 MEETING

Ms Humes brought up how much information about a project should be included in an annual report. For instance, if a project stretched out over multiple years, should the report on that project included information outside of the time period that the annual report was covering or should it include information before or after that time period?

Chair Gosney solicited volunteers from the group to help draft the next annual report pointing out that it can't be just one person doing all of the work. Ms. Landin and Ms. T. Johnson also volunteered.

Vice Chair Havenar-Daughton volunteered to take the 2018 report and breaking it down into a draft basic template.

Public comments from Ms. Humes were received. Trustee Smith-Folds commented on remote participation at Brown Act meetings.

N ~ CBOC MEMBERSHIP

Chair Gosney provided information about the CBOC application process of the past versus the process of today. He mentioned these so the CBOC might understand how things were done in the past in case they might want to consider options to bring to the Board of Education to amend the process in the future.

In particular, he pointed out how the application included a resume so the public and the Board might have a better feeling for the qualifications of the applicant.

He also pointed that instead of being reviewed by a Selection Committee made up of two Board members, two CBOC members and one staff member at a private interview, the applications used to go before the Facilities Committee made up of two Board members. This was a very public meeting where the public was also involved. And ALL applications were then referred to the full Board and the public for consideration, review and a vote.

He also expressed his concern with the name of the committee: "THE SELECTION COMMITTEE". He pointed out that even though that

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 04.14.25 MEETING

name was a part of the Board Policy, this committee makes NO selections—ONLY recommendations. It is ONLY the elected members of the Board of Education that are allowed to make a selection about who can serve on the CBOC.

Chair Gosney also went over the five statutorily mandated positions but also pointed that there is nothing in the statute or the board policy that requires any of these volunteers to actually live in West County.

No public comments were received.

O ~ SITE VISITS

Chair Gosney suggested scheduling a site visit of Lake Elementary and Kennedy High School. He solicited feedback from the body—especially about interest, dates and time.

No other public comments were received.

P ~ ZOOM RECORDINGS

Chair Gosney followed up on the suggestion that the CBOC should archive the Spanish language recordings of the CBOC ZOOM Meetings. Ms. Mejia Hooper volunteered to look into options to make this happen.

Q ~ CHAIRPERSON REPORT

Chair Gosney reported:

- Some of the CBOC business that is routinely deferred does not require staff participation so Chair Gosney brought up the possibility of hosting CBOC meetings over the summer on days other than the regularly scheduled days. These meetings could be at a different locale. He promised that this would be agendized at a future CBOC meeting.
- Secondly, he expressed his concerns about communication. He pointed out that, from time to time, he will send out emails and texts about issues asking for a response but rarely gets responses. He reinforced the importance of checking normal communication venues such as emails and texts and then actually responding when asked to do so.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 04.14.25 MEETING

No other public comments were received.

T ~ FUTURE AGENDA TOPICS

Mr. Havenar-Daughton requested a more comprehensive discussion of enhanced communication. Chair Gosney responded that he had made arrangements with the WCCUSD Director of Communications Raechele Forrest to meet with the CBOC at the next available meeting. This would include an update on the CBOC web site.

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 8:15 PM. The next scheduled meeting will be a joint meeting between the WCCUSD Board of Education and the CBOC and will be held on May 12th, 2025 at 6:15 PM at the WCCUSD Facilities Building (1400 Marina Way South).

These minutes were drafted by CBOC Interim Secretary Don Gosney.



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF MEETING

2010 Measure D, 2012 Measure E & 2020 Measure R

May 12th, 2025

DRAFT MINUTES

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

<https://www.youtube.com/watch?v=0y1xq-9ZEeU>

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 May 12th, 2025. The meeting was called to order at 6:31 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 reported that since CBOC Secretary Ariel X was termed out and would not be returning, without objection he volunteered to take over her secretary duties on an interim basis with the intent to host an election to fill the vacancy as soon as the new CBOC applicants are installed.

On behalf of the Spanish language translator, Ms. Ellen Mejia-Hooper, made the appropriate announcements about accessing those services.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
MINUTES OF 05.12.25 MEETING

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

PRESENT

Don Gosney (Chair)

Brendan Havenar-Daughton (Vice Chair)

Andrew Butt (Member)

Jia Ma (Member)

(arrived remotely at 7:45 PM)

Lin Johnson (Member)

(attended remotely)

[5 in attendance ~ 4 required for quorum]

ABSENT

Tashiana Johnson (Member)

Andrea Landin (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)

Seung Ja Cha ~ (Business Services)

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

Guadalupe Enllana (WCCUSD Board Member, Trustee Area 2)

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 (see below).

Chair Gosney explained that while the details of the new law were being researched, his policy would be to count remote participants as being present. He explained that he would rather be INCLUSIVE rather than EXCLUSIVE. He also explained that in the case of a rare vote, the vote of the remote participant would be addressed at that time.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
MINUTES OF 05.12.25 MEETING

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

Just Cause: Individual CBOC 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

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

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

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

There is no requirement to disclose the teleconferencing location.

D ~ APPROVAL OF AGENDA

The agenda was approved as presented. [

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

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

➤ 05.12.25 Project Status Update Presentation

➤ 05.12.25 Kennedy HS Project Status Report

➤ 05.12.25 Lake Elementary Project Status Report

➤ 05.25 Kennedy HS Newsletter

➤ 05.25 Lake ES Campus Newsletter

➤ 04.25 Shannon ES Multi-Purpose Room Newsletter

No public comments were received.

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

➤ 04.30.25 Report 13 Bond Program Financial Status

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 05.12.25 MEETING

➤ 04.30.25 Report 13A Bond Program Financial Status

➤ 04.30.25 Report 2 Bond Program Spending to Date

➤ 04.30.25 AP Check List

Vice Chair Havenar-Daughton asked for a clarification about cleaning up one of the expense accounting. Chair Gosney suggested to Vice Chair Havenar-Daughton that he work with staff to select an invoice for review at the CBOC meeting.

Chair Gosney asked about the recommended frequency of sharing the KPI Report. Ms. Payne recommended an annual posting. The CBOC agreed and it was agreed that this would be shared at the September CBOC meeting.

No public comments were received.

G ~ THE DIFFICULTY IN GETTING FINANCIAL REPORTS

The CBOC discussed with Staff the difficulties in providing the CBOC with the six financial reports they need each month.

Additional staff was mentioned as an asset but the limited amount of time between the end of the month and when the reports are needed for inclusion in the agenda packet was the biggest obstacle.

Staff and the CBOC discussed the impact that moving the monthly CBOC meeting nights to a date later in the month was discussed. It was agreed that this would be placed on the next agenda for further discussion and action.

Chair Gosney spoke in partnership with Ms Payne about the absolute need to only present financial reports that are accurate.

Chair Gosney received permission from the CBOC members to present a letter from the CBOC to the full Board of education and the new Superintendent.

No public comments were received.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 05.12.25 MEETING

CONSENT CALENDAR ITEMS

H ~ CBOC MEMBER INFORMATION REQUEST LOG

Since no new information requests have been submitted since 09.16.24 and all have been resolved, the log was not included in the agenda packet.

No public comments were received.

I ~ CBOC REPORT TO THE BOARD OF EDUCATION AND THE PUBLIC

Chair Gosney presented the text of the 05.14.25 and 06.04.16 CBOC Standing Reports that he presented to the Board of Education at their meeting of these dates.

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.

REGULAR BUSINESS

K ~ CBOC SECRETARY

Chair Gosney pointed out that the CBOC was without an elected Secretary to record the meeting minutes. Mr. Gosney recommended that, because the CBOC was short handed but expected at least two new members by the July meeting, the CBOC should hold off with an election until the pool of potential candidates increased.

Vice Chair Havenar-Daughton questioned whether there were any procedural roadblocks that would prevent the Chair from drafting the minutes. Chair Gosney responded by reminding the CBOC that no matter who draft the minutes, they still have to come before the CBOC for approval.

Absent any dissent, it was agreed to follow this course of action.

No public comments were received.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 05.12.25 MEETING

L ~ '2020 ANNUAL REPORT

Considering the lengthy discussion regarding the annual reports at the April CBOC meeting, Chair Gosney expressed that his intention was not to have a lengthy report and discussion focusing on these reports.

He pointed out, however, that there were a couple of items that needed clarification that he would be seeking out help with from Mr. Havenar-Daughton.

Secondly, he asked whether the CBOC wanted the final draft brought back for consideration and acceptance or to just accept what has already been reviewed.

Chair Gosney made a **MOTION** to approve the tentatively revised 2022/2023 Annual Report. Vice Chair Havenar-Daughton **SECONDED** the motion. The **MOTION** was **PASSED** with Don Gosney, Brendan Havenar-Daughton, Andrew Butt and Jia Ma (voting remotely) voting in the affirmative. [Lin Johnson was unable to vote due to technical issues.]

Vice Chair Havenar-Daughton had submitted a template to be used when drafting annual reports.

Chair Gosney reminded the CBOC that this was a fluid document that could be amended as needed.

Absent any questions or comments, Chair Gosney directed that this be used to assist the CBOC volunteers drafting the annual reports.

Chair Gosney shared that in the agenda packet was a couple of lists with meeting video and agenda packet links to assist the team working on the reports.

No public comments were received.

M ~ CBOC MEMBERSHIP

Chair Gosney reviewed a comparison of earlier CBOC applications as opposed to the current version.

Some of the ways the former and current applications differed include:

- Who reviewed the applications (two Board members as opposed to a Selection Committee comprised of five persons).
- Whether the interview was public or held in secret.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 05.12.25 MEETING

- The use of the word "Selection" in the name of the committee when they have no authority to make any selections.
- In recent years not all applications were forwarded to the Board for consideration suggesting that someone was making the decision who should even be considered by the Board.
- Termed out CBOC members are not required to actually apply for a renewal of their term. This means that no one has the opportunity to weigh in on what that applicant did while serving on the CBOC.

Vice Chair Havenar-Daughton responded saying that there should be more transparency in the process and even suggested there be some sort of a checklist to keep track of how the applications are addressed.

He also suggested that when a CBOC member needed to reapply for a renewal, there should be a mechanism alerting everyone about when the renewal application should be submitted.

He also expressed his concerns with any requirement for a resume and, if it became a requirement, what kind of information would be required.

Ms. Payne suggested that one way to process the applications in a faster means, perhaps scheduling a specific day of each month to be used as an interview date if an application needed to be addressed.

She also suggested assembling a Fact Sheet to be distributed as a means of letting potential applicants know what it means to serve on the CBOC.

Chair Gosney pointed out that as CBOC Chair, he makes every effort to speak with applicants to make sure they understand what the CBOC does and what they can expect if and when they were appointed to the CBOC.

No public comments were received.

N ~ SITE VISITS

Chair Gosney suggested scheduling a site visit of Lake Elementary and Richmond High School.

Chair Gosney requested a brief report from Ms Mejia-Hooper about the District's efforts to repurpose materials from the soon to be demolished

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 05.12.25 MEETING

Kennedy High. She reported on this such as slid doors, hardware and electrical items that might be difficult to find these days.

No public comments were received.

O ~ ZOOM RECORDINGS

Ms. Mejia-Hooper was prepared to implement an option to save the Spanish language interpretation of the ZOOM recording of this meeting but the translator was sent to another event so her efforts were **DEFERRED** to the next meeting.

P ~ SPECIAL CALLED MEETINGS

Due to the lack of time, this item was **DEFERRED** to a future meeting

No public comments were received.

Q ~ CBOC WEB SITE

Chair Gosney pointed out that the CBOC web site needed a comprehensive review to ensure that what is on the site is accurate and current. He suggested that the CBOC needed volunteers to review attached items to get a status report.

He suggested that each task be compartmentalized so no one volunteer would be saddled with too much of the work.

Vice Chair Havenar-Daughton suggested that the group engage in a close review of the contents with a goal to make the site more accessible with an emphasis on including specific information and looking at how easy it would be for the public to find critical information.

Chair Gosney also volunteered to mock up a replacement banner photo for the CBOC web site that would include Kennedy and Richmond High to replace the seven year old photo of Pinole Valley High.

No public comments were received.

R ~ CHAIRPERSON REPORT

Due to the lack of time, this item was **DEFERRED** to a future meeting

No public comments were received.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 05.12.25 MEETING

S ~ FUTURE AGENDA TOPICS

- Discuss the KPI Report with a focus on when it should be included in the Agenda.
- Discuss the CBOC application process.
- Discuss options for updating the CBOC web site.
- Discuss the option of changing the CBOC meeting dates to make it easier to include accurate financial reports in the Agenda Packet.
- CBOC membership outreach.
- Agendize a musical interlude presented by CBOC member Andrea Landin.

No public comments were received.

T ~ ADJOURNMENT

With no other business before it the meeting was adjourned at 8:46 PM. The next scheduled meeting will be a joint meeting between the WCCUSD Board of Education and the CBOC and will be held on June 16th, 2025 at 6:15 PM at the WCCUSD Facilities Building (1400 Marina Way South).

These minutes were drafted by CBOC Interim Secretary Don Gosney.



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF MEETING

2010 Measure D, 2012 Measure E & 2020 Measure R

June 16th, 2025

DRAFT MINUTES

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

<https://www.youtube.com/watch?v=CkZRoZyaBcg>

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 June 16th, 2025. The meeting was called to order at 6:20 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 reported that with the absence of a CBOC Secretary, without objection he volunteered to take over her secretary duties on an interim basis with the intent to host an election to fill the vacancy as soon as the new CBOC applicants are installed.

On behalf of the Spanish language translator, Ms. Ellen Mejia-Hooper, made the appropriate announcements about accessing those services.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
MINUTES OF 06.16.25 MEETING

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

PRESENT

Don Gosney (Chair)
Brendan Havenar-Daughton (Vice Chair)
Jia Ma (Member)
Tashiana Johnson (Member)
Andrea Landin (Member)
Bill Claus (Member)
Lin Johnson (Member)
(attended remotely)
[7 in attendance ~ 5 required for quorum]

ABSENT

Andrew Butt (Member)
(called in)

ALSO IN ATTENDANCE

Melissa Payne (Interim Associate Superintendent ~ Operation and Executive
Director of Contracts Administration)
Ellen Mejia-Hooper (Director of Facilities, Planning & Construction)
Raechelle Forrest (Director of Communications)
Seung Ja Cha ~ (Business Services)
(attended remotely)

Leslie Reckler (WCCUSD Board Member, Trustee Area 5)
[Attending in person]
Jamela Smith-Folds (WCCUSD Board Member, Trustee Area 1)
[Attending remotely]
Cinthia Hernandez (WCCUSD Board Member, Trustee Area 3)
[Attending remotely]

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 (see below).

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

Chair Gosney explained that while the details of the new law were being researched, his policy would be to count remote participants as being present. He explained that he would rather be INCLUSIVE rather than EXCLUSIVE. He also explained that in the case of a rare vote, the vote of the remote participant would be addressed at that time.

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

Just Cause: Individual CBOC 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

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

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

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

There is no requirement to disclose the teleconferencing location.

D ~ APPROVAL OF AGENDA

The agenda was approved as presented.

E ~ PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

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

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

F ~ MENTAL PREPARATIONS FOR THE UPCOMING MEETING

Prior to the meeting going into the agenda'd business before them, CBOC member Andrea Landin was invited to set the mood with two musical recitations from her cello.

She played:

Song of the Birds ~ Pablo Casals

Julie O ~ Mark Summers

For some unknown reason, the recording equipment (ZOOM) failed to record the musical part of this meeting.

G ~ GETTING THE MESSAGE OUT

WCCUSD Communications Director Ms Raechelle Forrest made a presentation explaining her team's efforts to publicize the work of the CBOC and the Bond Program as well as supporting efforts to fill CBOC vacancies.

The slide deck included:



West Contra Costa Unified School District

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 06.16.25 MEETING

Organization Chart



2
BRAVE MINDS. BOLD LEADERS. BIG DREAMS.

CBOC Communications Plan

SY 23-24 Goal: To recruit five committee members to satisfy compliance and encourage a continuous increase in membership.

Tactics Used

- Social media advertisement
- CBOC Engagement toolkit in Manager's Bulletin
- Emails sent to Business Leaders (April 2024) and Rotary Club Leaders (May 2024)
- District main website
- District newsletters
- Principals Meeting Promotion
- Superintendent's Report
- Construction Newsletter from Facilities team

SY 23-24 School Year Results

SY 24-25 Vacancies & Status	
Position	Position Filled
Business Organization *	
At Large Community Member (self nomination)	✓
At Large Community Member (self nomination)	
At Large Community Member (self nomination)	
At Large Community Member (self nomination)	

BRAVE MINDS. BOLD LEADERS. BIG DREAMS.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE MINUTES OF 06.16.25 MEETING

CBOC Communications Plan

SY 24-25 Goal: To recruit five committee members to satisfy compliance and encourage a continuous increase in membership.

Tactics Used

- Construction Newsletter from Facilities team
- Superintendent's Report
- District website Announcement (ongoing)

SY 24-25 Results

SY 24-25 Vacancies & Status	
Position	Position Filled
Business Organization *	<input checked="" type="checkbox"/>
At Large Community Member (self nomination)	<input checked="" type="checkbox"/>
At Large Community Member (self nomination)	<input checked="" type="checkbox"/>
At Large Community Member (self nomination)	
At Large Community Member (self nomination)	

BRAVE MINDS. BOLD LEADERS. BIG DREAMS.



Progress!



From last school year to this school year, we were able to fill the Business Organization position and add an additional at large community member.

CBOC Communications Plan

SY 25-26 Goal: To recruit three committee at-large members to satisfy compliance and encourage a continuous increase in membership.

Upcoming SY 25-26

SY 25-26 Vacancies & Opportunities
At Large Community Member (self nomination)*
At Large Community Member (self nomination)
At Large Community Member (self nomination)

*application and interviews in process

Tactics

Strategies & Tactics	
Increase vacancy awareness and the purpose of the committee to families and staff.	ParentSquare, Social Media, Newsletters, NEW CBOC Website, & Video Promo
Superintendent Messaging	City Council Meetings (once a quarter) Superintendent's Report to the Board City Schools Tour Education Fair
Principal Messaging	Weekly Internal Communications: ParentSquare, Bulletin, Principal Meetings. Meet with principals of schools that are bond-funded (Kennedy, Richmond, Hercules High, Shannon, Hercules Middle/High, Stege, Lake Elementary)
Parent/Student Groups and community partners	Send flyer and newsletter highlight to Parent Advisory Committee and Community Advisory Committee chairs. Ex: AASAT, ELAC, CAC, City Managers.
Identify Community Groups who can support awareness and recruitment:	RNCC-Richmond Neighborhood Coordinating Council, County Municipal Advisory Councils, Rotary Clubs

BRAVE MINDS. BOLD LEADERS. BIG DREAMS. 6

Thank You!

Discussion, Questions, & Opportunities



Instagram
@wccusd



Facebook
@WestContraCostaSchools



LinkedIn
@WestContraCostaSchools



YouTube
@westcontracostausd



CBOC Website
www.wccusd.net/CBOC



WE WANT YOUR
FEEDBACK



BRAVE MINDS. BOLD LEADERS. BIG DREAMS. 7

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

In particular, she explained the outreach to include:

- Social media advertisement
- CBOC Engagement toolkit in Manager's Bulletin
- Emails sent to Business Leaders (April 2024) and Rotary Club Leaders (May 2024)
- District main website
- Principals Meeting Promotion
- Superintendents Report
- Constructions Newsletter from Facilities team
- ParentSquare

Ms Forrest explained that the District had been using Blackboard for their web site template. She further reported that Blackboard had been acquired by Finalsity so the District's web site template would be experiencing an overhaul over the summer.

She reported that the District now had a NextDoor account in an effort to reach out to the community.

Ms Forrest shared several links and a QR code for a survey about the CBOC and the Bond Program with the hope that community feedback can help the Communications Team support the work of the oversight of the Bond Program.

Comments from the CBOC:

Ms. T. Johnson:

- Expressed concern over the difficulty in accessing current data on YouTube about the CBOC with a much older channel seeming to be prioritized.
- She also suggested that there should be a higher priority on the District's home page highlighting some of the Bond Program projects.
- She continued with her concern about how the District schedules meetings that conflict with each other where community members have to prioritize which meeting to attend and which to miss.
- She suggested that there should be one centralized way to communicate with school and District personnel instead of the multitude of options that end up taking more time than available by the community.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

➤ She suggested that the District could help promote a series of videos from Committee Chairs about what their committees do.

➤ Replying to being told that the CBOC Chair used to have access to the CBOC web site to make necessary edits, she asked whether this was an option for the future.

Vice Chair Havenar-Daughton:

➤ He wanted to highlight some of the community groups that can be helpful. He specifically mentioned Fierce Advocates (training community members how to serve on boards and commissions and how to be effective advocates).

➤ Streamline the web site to make the content more accessible.

Dulce Galicia (community member and CBOC applicant):

➤ Expressed concerns that so many of the committees don't have accessible agendas, minutes, reports et al. She explained that she had communicated with the District about how, if the District followed the Brown Act more, it might encourage more community members to engage. She emphasized that these meetings are where community members can voice their concerns.

➤ Emphasized the importance of the District being able to say that they are truly transparent. She also praised the CBOC web site and volunteered that the CBOC wants to work with Ms Forrest to help her in her efforts.

➤ She told of her experiences with other bodies—such as the Contra Costa County's web site—where the public has access to who serves on the various boards and commissions while the District's site is lacking. She asked whether this was an option for the new site?

Ms L Johnson:

➤ Stressed how communication is important to the community (and to her as a parent).

➤ She spoke about the importance of knowing what her role is as a CBOC member. She said that she didn't want to just be on the CBOC but wanted to bring value to the committee.

➤ She mirrored Mr. Havenar-Daughton's message about the need to train the community to serve on these committees.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

222 Chair Gosney:

223 ➤ Expressed his appreciation for Ms Forrest's presentation but, more
224 importantly, for her taking the time to meet and hold a discussion with the
225 CBOC.

226 ➤ He sees two areas of importance with the first being membership and the
227 second being getting the word out to the public.

228 ➤ He pointed that, as the current CBOC Chair and when he was the Chair before,
229 he would speak under Public Comment at the five West County City Councils,
230 would work with the two County Supervisors in West County, would speak at
231 groups like the Rotary Club, the Kiwanas, the Richmond Neighborhood
232 Coordinating Council, at neighborhood council meetings as well as posting on
233 various Facebook and NextDoor sites. He also reaches out to the two Patch
234 news sites as well as the four online newspapers in West County.

235 ➤ He emphasized the need for the District to acknowledge that the universe is
236 larger than just the parents of current students. He emphasized that the
237 District's communication model was excluding about 450,000 residents of
238 West County.

239 ➤ He mirrored what Ms Johnson said about conflicting meetings and provided
240 several examples of this. He spoke about how this seems deliberate and fails
241 to foment trust in the community.

242 ➤ He spoke of the need to confirm that what is on the CBOC site is current
243 and accurate and volunteered that CBOC members would be helping with that.

244 ➤ With regards to social media sites, he spoke about the need to expand the
245 District's universe with an understanding that very few people actively use the
246 District's social media sites for information.

247 ➤ He thanked Ms Forrest for meeting with the CBOC and stressed how this is a
248 partnership—that this is not an US vs THEM scenario—and how everyone
249 needs to work together.

250 ➤ He asked whether student interns might be used to help prepare information
251 to be disseminated on social media.
252

253 Trustee Reckler (Trustee Hernandez had left the meeting so Ms Reckler could
254 speak without violating the Brown Act):

255 ➤ She praised and thanked Ms Forrest.

256 ➤ She spoke of a business group that might be of use to the Communications
257 Team [likely the Council of Industries].

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

- She also suggested the El Cerrito Chamber of Commerce and the Richmond Rotary.

Jia Ma;

- Increase access to information by including CBOC information on ParentSquare.

To close out the discussion, Chair Gosney reminded the group that there is no one solution to these problems—there are a multitude of solutions and all need to be taken advantage of.

No public comments were received.

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

H ~ BOND PROGRAM PROJECTS STATUS AND FINANCIAL REPORTS

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

- 06.16.25 Project Status Update Presentation
- 06.16.25 Shannon Project Status Report
- 06.16.25 Lake Elementary Project Status Report
- 06.25 Stege ES Newsletter
- 06.25 Lake ES Campus Newsletter
- 06.25 Shannon ES Multi-Purpose Room Newsletter

No public comments were received.

There were no financial reports available for this meeting.

Ms Payne explained that staff was adamant that they would not share reports that they could not verify as being accurate and said that when the verified reports were available they would be shared with the CBOC.

Chair Gosney agreed with the need to share with the CBOC and the public ONLY reports that were verified as accurate.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

Trustee Reckler disputed the accuracy of the claim that The Brown Act precludes the discussion and vote of items not included in the agenda packet. She informed the CBOC that the District's legal counsel—Lozzano Smith—has a 2025 Brown Act manual that states that, as long as the items has been agendized, the body can discuss and vote on that item without having the opportunity review the information in advance. She suggested that the CBOC include a provision in their By-Laws specifying whether reports should be made public prior to a meeting before being discussed and voted on.

At the suggestion of Vice Chair Havenar-Daughton, Chair Gosney said he would have staff order copies for the CBOC.

No public comments were received.

I ~ **KPI REPORTS [KEY PERFORMANCE INDICATORS]**

Ms. Payne suggested, and the CBOC agreed, that the best time to present the KPI Reports would be the September meetings.

No public comments were received.

J ~ **THE DIFFICULTY IN GETTING FINANCIAL REPORTS —SOLUTIONS—**

In an effort to provide staff more time to prepare the financial reports before the scheduled CBOC meeting, the option of changing the CBOC meetings from the second Monday of the month to the third Monday (or later) was discussed.

Vice Chair Havenar-Daughton expressed concerns about the start date of this change and Chair Gosney tried to retain the focus on just the concept of changing the dates with the start date to be discussed later.

Mr. Claus made a **MOTION** that the regularly scheduled meetings of the CBOC be moved from the second Monday of the month to the third Monday of the month. The motion was **SECONDED** by Jia Ma.

Vice Chair Havenar-Daughton asked for a friendly amendment to set the start time of when this motion would be implemented but Chair Gosney

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MINUTES OF 06.16.25 MEETING

dissuaded him by asking to stay focused on the singular issue of the actual change with a discussion coming later about the implementation date.

The roll call vote had Don Gosney, Brendan Havenar-Daughton, Tashiana Johnson, Andrea Landin, Jia Ma and Bill Claus voting in the affirmative. Lin Johnson could not be reached for a vote and Andrew Butt was not in attendance. With a vote of 6-0-1 (with Lin Johnson not being available for a vote) the **MOTION WAS APPROVED**.

With regards to the start date, arguments were made by staff to delay implementation until September and Vice Chair wanted another month to consult with 'his' people.

Ms T. Johnson made a **MOTION** that this change take effect starting in October of this year.. The motion was **SECONDED** by Vice Chair Havenar-Daughton.

The roll call vote had Don Gosney, Brendan Havenar-Daughton, Tashiana Johnson, Andrea Landin, Jia Ma and Bill Claus voting in the affirmative. Lin Johnson could not be reached for a vote and Andrew Butt was not in attendance. With a vote of 6-0-1 (with Lin Johnson not being available for a vote) the **MOTION WAS APPROVED**.

No public comments were received.

CONSENT CALENDAR ITEMS

K ~ NEW MEMBER APPLICATION

The CBOC interview for Allison Huie was scheduled for June 27th and Andrea Landin volunteered to assist.

No public comments were received.

L ~ CBOC REPORT TO THE BOARD OF EDUCATION AND THE PUBLIC

The following Standing Reports to the Board and to the public were accepted without discussion:

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

05.14.25 CBOC Standing Report

06.04.25 CBOC Standing Report

No public comments were received.

M ~ MEETING CALENDAR

The 06.16.25 CBOC Meeting Calendar was accepted without discussion.

No public comments were received.

N ~ ROLLING ATTENDANCE LOG

The 06.16.25 Attendance Log was accepted without discussion.

No public comments were received.

REGULAR BUSINESS

O ~ 2024 ANNUAL REPORT

With regards to the 2024 Annual Report, Ms. T. Johnson brought up a 14 page annual report from the City College of San Francisco that she thought might be of benefit for this CBOC to use.

No public comments were received.

P ~ CBOC MEMBERSHIP

Chair Gosney discussed some of the aspects of the CBOC selection process. He pointed out that numerous persons were confused by the name of the SELECTION COMMITTEE when they are not empowered to actually select anyone (ONLY the elected Board members can vote to select an applicant). He suggested that he be authorized to approach the Board about changing the name of this committee to something like INTERVIEW COMMITTEE.

Trustee Reckler said that the Board chose to use the title SELECTION COMMITTEE because that was how it was referred to in the 2015 Grand Jury Report.

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CITIZENS' BOND OVERSIGHT COMMITTEE

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Chair Gosney pointed out that just because a Grand Jury makes a recommendation, that the recipient of that recommendation is NOT required to accept it. He pointed out that with the referenced Grand Jury report, he submitted 48 pages of contradictions to the 'facts'.

Chair Gosney made a **MOTION** that the CBOC Chair be allowed to pursue a change of the name of the committee. Ms. Landin **SECONDED** the motion, without discussion the roll call vote showed Don Gosney and Andrea Landin voting yes with Jia Ma voting no and Brendan Havenar-Daughton, Bill Claus, Tashiana Johnson and Lin Johnson not voting. **MOTION FAILED.**

No public comments were received.

Q ~ SITE VISITS

Chair Gosney requested a site visit of Richmond High in the next few weeks to see what was so wrong with the school that \$280 million of the public's tax dollars were needed to rehabilitate the school. The request was to visit the site before the work commenced.

Ms. T. Johnson asked, now that school was out, whether the visit could be earlier in the day. Ms Mejia-Hooper replied that this might work.

No public comments were received.

R ~ ZOOM RECORDINGS

With regards to archiving the CBOC Zoom recordings in Spanish, Ms Mejia-Hooper said that she followed the instructions from her online quests and the CBOC would have to wait to see how effective her efforts were.

No public comments were received.

S ~ SPECIAL CALLED MEETINGS

Chair Gosney pointed out that the CBOC was falling behind with regards to addressing things such as By-Laws amendments and annual reports. He suggested scheduling Special Called Meetings during the summer at a

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES OF 06.16.25 MEETING

time and place amenable to the group. These meetings would not require staff participation.

Using a simple ask, the group was amenable to the concept.

No public comments were received.

T ~ CBOC WEB SITE

Chair Gosney solicited support from individual members of the CBOC to assist with scouring the CBOC web site for specific information to look for necessary updates and/or updates.

He pointed out that he would provide specific direction so as not to overwhelm anyone.

No public comments were received.

U ~ CHAIRPERSON REPORT

Chair Gosney praised the group for their efforts and the fact that so much progress was being made. He spoke highly of the direction the CBOC was taking.

No public comments were received.

V ~ FUTURE AGENDA TOPICS

There were no additional agenda topics suggested.

No public comments were received.

W ~ ADJOURNMENT

With no other business before it the meeting was adjourned at 8:46 PM. The next scheduled meeting will be a joint meeting between the WCCUSD Board of Education and the CBOC and will be held on June 14th, 2025 at 6:15 PM at the WCCUSD Facilities Building (1400 Marina Way South).

These minutes were drafted by CBOC Interim Secretary Don Gosney.

2022-2023 ANNUAL REPORT

PROPOSITION A 2005 & PROPOSITION A 2020

CITY COLLEGE OF SAN FRANCISCO
CITIZENS' BOND OVERSIGHT COMMITTEE

An aerial photograph of San Francisco, showing the city's dense urban landscape and the Golden Gate Bridge in the distance. In the foreground, the City College of San Francisco campus is visible, featuring a large, light-colored building with a central dome and a red-roofed stadium. The campus is surrounded by green trees and grass. A black rectangular box with white text is overlaid on the bottom center of the image.

CITY
COLLEGE
OF SAN FRANCISCO

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INTRODUCTION

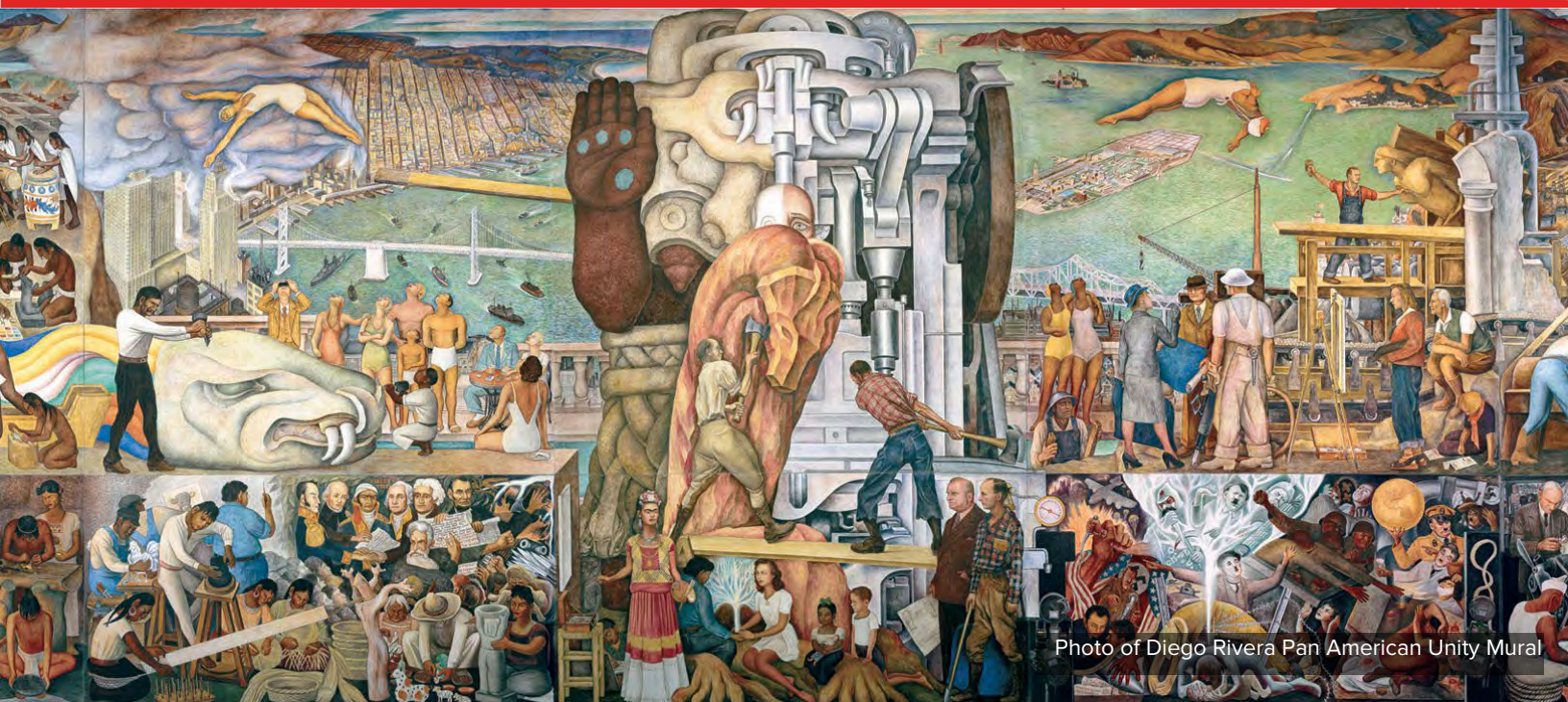


Photo of Diego Rivera Pan American Unity Mural

This is the San Francisco Community College District's (City College of San Francisco) Citizens' Bond Oversight Committee (CBOC) Annual Report to the Community approved by the CBOC on April 15, 2024.

CONTACTING THE CBOC

Additional questions can be addressed to the Citizens' Bond Oversight Committee in care of City College of San Francisco's Facilities Office, facilities@ccsf.edu, (415) 239-3055.

A physical copy of this report is also available by request.

Para pedir este informe en Español póngase en contacto con:

如需中文报告，请联系：

City College of San Francisco
50 Frida Kahlo Way, B-606
San Francisco, CA 94112
(415) 239-3055
facilities@ccsf.edu

This report is available from the CBOC's website at:

<https://bit.ly/AnnualRpts>

To: The Board of Trustees and Residents of the San Francisco Community College District

The Citizens' Bond Oversight Committee is pleased to present its 2022-2023 annual report on the District's general obligation bond programs. In November of 2001, the voters demonstrated their confidence in the District and passed Proposition A 2001, a \$195M general obligation bond initiative. In November 2005, the voters supported the District by passing Proposition A 2005, a \$246.3M bond initiative; and in March 2020, the voters supported Proposition A 2020, an \$845M general obligation bond measure. These bond measures, established under Proposition 39, have the common goal of improving and equipping the teaching environments to better serve our students' and community needs.

The principal duties of the committee include informing the public about the expenditure of bond proceeds; ensuring that the District spends bond money only for the purposes set forth in the propositions; and producing an annual report of the committee's proceedings and activities, including a compliance statement. The Board of Trustees' responsibilities include overseeing the bond program, prioritizing projects, and monitoring progress and spending on individual projects.

During the 2022-2023 fiscal year, major construction activities took place for the Science, Technology, Engineering, Arts, Math (STEAM) Center, and the Student Union and Student Success Center. Planning and procurement efforts continued for the Performing Arts Education Center with Diego Rivera Mural. Propositions A 2005 and A 2020 together funded the project activity in this reporting period.

The bond program management and construction teams continued to make steady progress. Please review this report to learn more about the bond program's and oversight committee's activities during this fiscal year. A full disclosure of the performance and financial audits can be viewed here: <https://bit.ly/37eWApG>

The City College of San Francisco Citizens' Bond Oversight Committee thanks the community for its continued support.

Respectfully submitted,

Linda Fadeke Richardson
Committee Chair

CURRENT COMMITTEE MEMBERS

Christine Hanson, Community at-large
May 20, 2021 – current

Thomas Havey, Vice Chair, Community at-large
May 20, 2021 – current

Chineseman Lai, Student representative
January 26, 2023 – current

Linda Fadeke Richardson, Chair,
Business community
May 20, 2021 – current

PAST COMMITTEE MEMBERS (Fiscal Year 2022 – 2023)

Amar Thomas, Bona-fide taxpayers association
May 20, 2021 – May 20, 2023
Chair (*elected August 2, 2021 – August 5, 2022*)

Peter Gallegos, Business community
May 20, 2021 – February 27, 2023

Orlando Galvez, Student representative
October 25, 2021 – October 25, 2023

Dennis J. Kelly, Senior citizens' organization
May 20, 2021 – February 22, 2024
Vice Chair (*elected August 5, 2022 – August 5, 2023*)

Shanon Lampkins-Jones, Community at-large
June 24, 2021 – June 24, 2023

Rafael Musni, Community at-large
June 24, 2021 – June 24, 2023

Steven Tang, Community at-large
May 20, 2021 – May 20, 2023

Han Zou, Community at-large
May 20, 2021 – May 20, 2023
Chair (*elected August 5, 2022 – May 20, 2023*)

BOARD OF TRUSTEES (Fiscal Year 2022 – 2023)

Alan Wong, President

Anita Martinez, Vice President

Shanell Williams

Murrell Green

Aliya Chisti

Susan Solomon

Vick Van Chung

Heather Brandt, Student Trustee

CHANCELLOR (Fiscal Year 2022 – 2023)

David Martin

BACKGROUND



In 2005, voters approved Proposition A, a \$246.3 million bond which provided for capital improvements including increasing student access to advanced computer technology and bio/stem cell technology, renovating classrooms, building new facilities for upper division classes, neighborhood classes and the performing arts.

In 2020, the voters of the San Francisco Community College District approved Proposition A, an \$845 million bond measure. Under the ballot measure approved, the District was authorized to use the proceeds to fix/repair City College facilities; make necessary seismic retrofit/earthquake safety improvements; make the College more environmentally sustainable through energy efficient buildings/increased renewable energy use; and acquire, construct, repair facilities, sites/equipment to prepare students for well-paid, local science, technology, and arts related jobs.

As required by Education Code Section 15278, the District Board of Trustees established a Citizens' Bond Oversight Committee comprised of volunteers charged with the responsibility to assure voters that bond proceeds are expended only for construction, reconstruction, rehabilitation, or replacement of college facilities in compliance with the ballot language approved by voters, and that no funds are used for teacher or administrator salaries or operating expenses.

ROLES AND RESPONSIBILITIES

The CBOC writes an annual report on the expenditure of taxpayers' money for bond-funded school construction to ensure that bond funds are spent in accordance with the California Constitution Article XIII Section (1)(b)(3) and the provisions of the ballot language. The CBOC also reviews and reports on the annual audits, in addition to its other monitoring and reporting activities. For more information on the responsibilities of the CBOC please visit <https://bit.ly/CBOCRolesResponsibilities>.

BACKGROUND

COMMITTEE PROCEEDINGS

During the 2022-2023 fiscal year, the committee met five times to fulfill several key activities central to their main charge, such as reviewing program expenditures and preparing the annual report. Key activities from these proceedings listed below:

August 5, 2022

- Election of Chair & Vice Chair
- Review of Financial and Performance Audit Reports, Fiscal Year 2020-2021
- Review of the Draft Fiscal Year 2019-2020 Annual Report
- Review of Prop A 2001, 2005, & 2020 Current Project Updates

October 7, 2022

- Review and Approval of the Fiscal Year 2019-2020 Committee Opinion Statement
- Review and Approval of the Fiscal Year 2019-2020 Annual Report
- Review of Prop A 2001, 2005, & 2020 Current Project Updates
- Review of Program Financial Reports, Fiscal Year 2021-2022

January 12, 2023

- Review of Fiscal Year 2020-2021 Project Update and Financial Report
- Review and Approval of the Fiscal Year 2020-2021 Committee Opinion Statement
- Review and Approval of the Fiscal Year 2020-2021 Annual Report
- Review of Prop A 2001, 2005, & 2020 Current Project Updates
- Review of Program Financial Reports, Fiscal Year 2022-2023
- Review of Bond List Revision Report #2

April 13, 2023

- Review of Financial and Performance Audit Reports, Fiscal Year 2021-2022
- Review of Fiscal Year 2021-2022 Project Update and Financial Report
- Review of Prop A 2001, 2005, & 2020 Current Project Updates
- Review of Program Financial Reports, Fiscal Year 2022-2023

May 4, 2023

- Review and Approval of the Fiscal Year 2021-2022 Committee Opinion Statement
- Review and Approval of the Fiscal Year 2021-2022 Annual Report

A full listing of the committee's agendas and meeting minutes can be accessed here:

<https://www.ccsf.edu/about-ccsf/board-trustees/cboc-meetings>

BACKGROUND

AUDIT REPORT

The performance and financial audits of the 2005 and 2020 general obligation bond funds for the fiscal year ending June 30, 2023, were performed by Eide Bailly, an independent certified public accounting firm, in accordance with generally accepted auditing standards and governmental auditing standards issued by the Comptroller General of the United States. The audits were presented to the Citizens' Bond Oversight Committee on March 21, 2024. The following paragraph is extracted from page 19 of the audit report:

Results

The results of our tests indicated that the District expended General Obligation Bond Funds (Election of 2005 and Election of 2020) funds only for the specific projects approved by the voters in accordance with Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution.

A full disclosure of the performance and financial audits can be viewed here: <https://bit.ly/37eWApG>

A governance letter by the auditor, addressed to the Board of Trustees and the Citizens' Bond Oversight Committee, was included with the performance and financial audits. The letter identified one finding (extracted from page 12 of the report):

- *Material Weakness in Internal Control over Financial Reporting* – Several year-end adjustments were identified during the audit that resulted in audit adjustments to the original General Obligation Bond Fund (Election of 2020) trial balance. There were material audit adjustments proposed and posted to cash, accounts payable, and expense accounts.
- *Views of Responsible Officials and Corrective Action Plan* – The District has gone through a number of personnel changes in the fiscal office, and just recently hired an Associate Vice Chancellor for Budget and Accounting to monitor and oversee accounting activity and the year end close. This person is *now* responsible to see that account reconciliations, journal entries, and accruals are performed timely and that these are done routinely. Monthly monitoring will be implemented to ensure that these activities are done in a timely manner.

COMMITTEE OPINION STATEMENT

Based on its review, the committee has concluded that the District was in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution.



HOW YOU ARE HELPING CITY COLLEGE BUILD FOR THE FUTURE

Thanks to taxpayers, taxes collected from property owners to pay back the investors' purchase of 2005 and 2020 Bonds have already provided new and upgraded buildings to enhance the educational experience of City College of San Francisco students. The community at large has benefited by using the facilities for meetings and programs. Construction will continue making use of the remaining bond funds according to the approved projects designed to improve the critical infrastructure necessary for education.

Community members who are interested in learning more about the tax rates associated with the Proposition A 2005 and Proposition A 2020 Bonds, should visit the City of San Francisco Bond Measures webpage: <https://www.ccsf.edu/about-ccsf/board-trustees/bond-measures-overview>

CURRENT & UPCOMING PROJECTS FUNDED BY 2005/2020 BOND MEASURES

- Diego Rivera Theater with Mural
- STEAM Center
- Student Success Center
- Science Hall Academic Building Renovation
- Cloud Hall Academic Building Renovation
- Creative Arts Extension/Multimedia Building
- New Child Care Center
- Education Center at 1550 Evans (PUC/SFUSD)
- Other Center Renovations
- IT Infrastructure

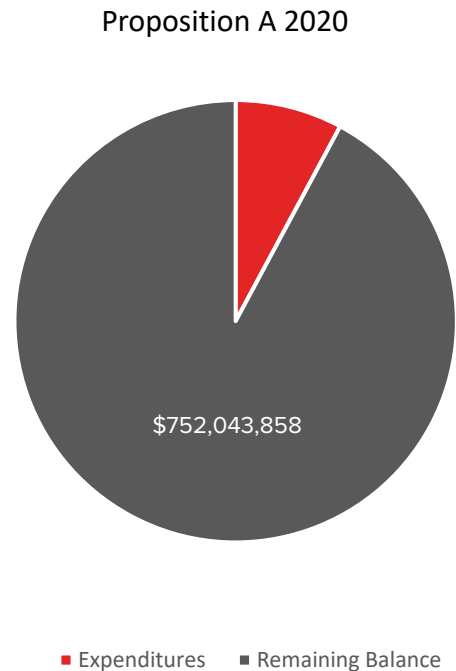
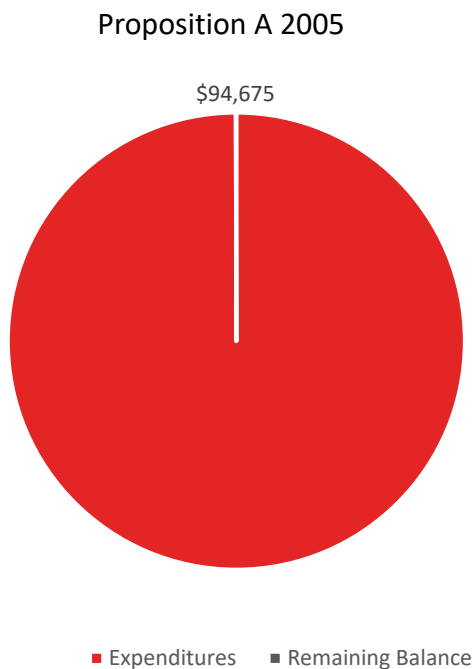


BOND EXPENDITURES FOR FISCAL YEAR 2022-2023

Bond Authorizations*	Amount
Proposition A 2005	\$246,300,000
Proposition A 2020	\$845,000,000
Total Bond Authorizations	\$1,091,300,000

Fiscal Year 2022-2023 Bond Expenditures	Amount
Proposition A 2005**	\$1,644,026
Proposition A 2020	\$62,855,177
Total Fiscal Year 2022-2023 Expenditures	\$64,499,203

Remaining Bond Funds as of June 30, 2023	Amount
Proposition A 2005**	\$94,675
Proposition A 2020	\$752,043,858
Total Bond Funds Remaining	\$752,138,533



*Does not include interest earnings.

**Data sourced from the Financial and Performance Audits General Obligation Bond Funds (Election of 2005 and Election of 2020) June 30, 2023, conducted by Eide Bailly, LLP, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

For the full audit report please visit: <https://bit.ly/37eWApG>

BOND PROJECT LIST FOR FISCAL YEAR 2022-2023

Project / Expense Classification	Prop A – 2005 FY 22-23 Expenses	Prop A – 2020 FY 22-23 Expenses	Total FY 22-23 Expenses
Evans Center Renovation	\$680,135	\$129,078	\$809,213
Construction	\$540,947	\$6,270	\$547,217
Hazardous Materials		\$3,710	\$3,710
Planning and Design Costs	\$2,076		\$2,076
Program Management Fees		\$20,460	\$20,460
Swing Space (Interim Housing)	\$131,222	\$61,930	\$193,152
Testing, Inspection and Investigation	\$5,890	\$36,707	\$42,597
State Funded Local Match:		\$13,400	\$13,400
750 Eddy Street Seismic and Code Upgrade			
Testing, Inspection and Investigation		\$13,400	\$13,400
State Funded Local Match:			
Ocean Campus Utility Infrastructure Replacement	\$202,760	\$111,473	\$314,233
Planning and Design Costs	\$202,760	(\$202,760)	\$0
Reprographics and Signage		\$517	\$517
Testing, Inspection and Investigation		\$313,716	\$313,716
STEAM Center		\$43,053,196	\$43,053,196
Advertising		\$589	\$589
Construction		\$41,228,245	\$41,228,245
Other State and Local Jurisdictional Fees and Permits		\$169,156	\$169,156
Planning and Design Costs		\$571,721	\$571,721
Program Management Fees		\$192,280	\$192,280
Project Management Fees		\$220,247	\$220,247
Testing, Inspection and Investigation		\$670,960	\$670,960
Cloud Hall Academic Building Renovation - Project Group		\$74,956	\$74,956
Cloud Hall - Allied Health Relocation to JAD		\$24,510	\$24,510
Planning and Design Costs		\$24,510	\$24,510
Cloud Hall Academic Building Renovation		\$50,445	\$50,445
Planning and Design Costs		\$600	\$600
Program Management Fees		\$6,900	\$6,900
Project Management Fees		\$7,652	\$7,652
Swing Space (Interim Housing)		\$13,485	\$13,485
Testing, Inspection and Investigation		\$21,808	\$21,808
Diego Rivera Theater with Mural	\$40,456	\$3,398,838	\$3,439,295
Advertising		\$1,606	\$1,606
Other Consultants		\$5,376	\$5,376
Other State and Local Jurisdictional Fees and Permits		\$12,253	\$12,253
Planning and Design Costs	\$40,456	\$2,953,174	\$2,993,630
Program Management Fees		\$264,694	\$264,694
Project Management Fees		\$136,958	\$136,958
Reprographics and Signage		\$310	\$310
Testing, Inspection and Investigation		\$24,468	\$24,468

BOND PROJECT LIST FOR FISCAL YEAR 2022-2023

Project / Expense Classification	Prop A – 2005 FY 22-23 Expenses	Prop A – 2020 FY 22-23 Expenses	Total FY 22-23 Expenses
IT Infrastructure		\$210,889	\$210,889
Add-Expendable Misc Equipment		\$42,294	\$42,294
Computer Equipment		\$86,937	\$86,937
Miscellaneous Equipment		\$44,102	\$44,102
Other Supplies		\$37,556	\$37,556
Ocean General Campus Wide Improvements - Project Group	\$275,132	\$30,328	\$305,460
Campus Police Upgrades¹	\$23,291		\$23,291
Construction	\$23,291		\$23,291
Ocean General Campus Wide Improvements		\$30,328	\$30,328
Planning and Design Costs		\$30,328	\$30,328
Restroom Upgrades¹	\$251,841		\$251,841
Construction	\$251,841		\$251,841
Other Center Renovations - Project Group	\$384,522		\$384,522
Downtown Fire Pump	\$278,696		\$278,696
Construction	\$256,637		\$256,637
DSA Fees	\$5,878		\$5,878
Planning and Design Costs	\$13,301		\$13,301
Testing, Inspection and Investigation	\$2,880		\$2,880
John Adams Fire Academy Project	\$105,826		\$105,826
Furniture, Fixtures and Equipment	\$59,044		\$59,044
Program Management Fees	\$17,474		\$17,474
Swing Space (Interim Housing)	\$29,308		\$29,308
Program Administration Costs - Project Group	\$12,059	\$2,085,673	\$2,097,732
Bond Administration	\$12,059		\$12,059
Certified Salaries	\$2,119		\$2,119
Fringe Benefits	\$9,940		\$9,940
Election, Cost of Issuance, Legal and Compliance		\$196,561	\$196,561
Legal Fees		\$2,226	\$2,226
Other Consultants		\$194,335	\$194,335
Program Administration		\$1,889,112	\$1,889,112
Other Consultants		\$1,252	\$1,252
Program Management Fees		\$1,887,860	\$1,887,860
Student Success Center - Project Group		\$13,747,346	\$13,747,346
Batmale Hall Renovations		\$19,249	\$19,249
Testing, Inspection and Investigation		\$19,249	\$19,249
Bungalow 600/700		\$4,116,093	\$4,116,093
Advertising		\$202	\$202
Construction		\$2,009,435	\$2,009,435
Moving, Rental and Storage		\$5,994	\$5,994
Planning and Design Costs		\$1,788,481	\$1,788,481
Project Management Fees		\$272,738	\$272,738
Testing, Inspection and Investigation		\$39,243	\$39,243

BOND PROJECT LIST FOR FISCAL YEAR 2022-2023

Project / Expense Classification	Prop A – 2005 FY 22-23 Expenses	Prop A – 2020 FY 22-23 Expenses	Total FY 22-23 Expenses
Multi-Use Building - Swing Space		\$282,109	\$282,109
Construction		\$153,748	\$153,748
Planning and Design Costs		\$128,361	\$128,361
Rosenberg Library Renovations		\$2,125,139	\$2,125,139
Advertising		\$202	\$202
Construction		\$880,272	\$880,272
Hazardous Materials		\$12,605	\$12,605
Moving, Rental and Storage		\$3,446	\$3,446
Planning and Design Costs		\$916,309	\$916,309
Project Management Fees		\$294,882	\$294,882
Reprographics and Signage		\$722	\$722
Testing, Inspection and Investigation		\$16,702	\$16,702
Smith Hall Renovations		\$1,326,586	\$1,326,586
Advertising		\$202	\$202
Construction		\$1,048,920	\$1,048,920
Hazardous Materials		\$9,004	\$9,004
Moving, Rental and Storage		\$3,260	\$3,260
Planning and Design Costs		\$148,996	\$148,996
Project Management Fees		\$101,484	\$101,484
Testing, Inspection and Investigation		\$14,720	\$14,720
Student Success Center		\$5,878,170	\$5,878,170
Advertising		\$589	\$589
Construction		\$4,510,572	\$4,510,572
Moving, Rental and Storage		\$230,942	\$230,942
Other Consultants		\$9,543	\$9,543
Other State and Local Jurisdictional Fees and Permits		\$2,880	\$2,880
Planning and Design Costs		\$476,355	\$476,355
Program Management Fees		\$257,439	\$257,439
Project Management Fees		\$167,652	\$167,652
Swing Space (Interim Housing)		\$208,524	\$208,524
Testing, Inspection and Investigation		\$13,675	\$13,675
Swing Space - Project Group	\$48,963		\$48,963
Childcare Center Renovations¹	\$48,963		\$48,963
Construction	\$41,413		\$41,413
Swing Space (Interim Housing)	\$7,550		\$7,550
Total Bond Expenses Fiscal Year 2022-23	\$1,644,027	\$62,855,177	\$64,499,204

Notes: Rounding factors may apply.

¹These projects were previously identified under the ADA and Renovation category.

FREQUENTLY ASKED QUESTIONS

What is a general obligation bond?

General obligation bonds fund projects such as the renovation of existing classrooms and school facilities, as well as construction of new schools and classrooms. Like a home loan, general obligation bonds are typically repaid over 30 years. The loan repayment comes from a tax on all taxable property – residential, commercial, agricultural, and industrial – located in the District.

How can I be sure that general obligation bonds will be spent on improving District facilities?

Fiscal accountability provisions were established to protect taxpayers. As required by law, an independent Citizens' Bond Oversight Committee was established to ensure that bond funds are properly spent. Also, by law, there must be annual audits and no bond money can be used for teacher or school administrator salaries.

What is the Citizens' Bond Oversight Committee and why does it matter to me?

The Citizens' Bond Oversight Committee (CBOC) is a collection of community members that are tasked to review the spending of general obligation bonds. This additional oversight is important because you pay for these bonds as part of your property taxes.

What exactly does the CBOC oversee?

The scope of the CBOC duties and responsibilities are outlined in Proposition 39, passed in November of 2000. Oversight includes the review of construction and financial reports for proper expenditure of taxpayers' money. The committee is also responsible for the yearly review of a financial audit and is required to present this information to the public each year.

When does the CBOC meet and can members of the public attend?

All CBOC meetings are open to the public. The meeting schedule, agendas, meeting minutes, and reports are posted online at <https://bit.ly/CBOCMeetings>.

Does the Citizens' Bond Oversight Committee oversee the actual construction?

No. The District's Facilities Department manages planning and construction. Sometimes professional management companies are contracted to provide complementary and supplementary services.

Does the Citizens' Bond Oversight Committee decide how bond funds will be expended?

No. The District's governing Board of Trustees approves projects and expenditures. The Citizens' Bond Oversight Committee monitors expenditures and reports out to the community.

I don't attend City College or have children who attend CCSF; how would bond measures benefit me?

Improvements to schools can have a positive impact on the entire community not only the students. Aside from positive impacts on quality of education, improvements to schools can positively impact the local economy, local property values, traffic flow and safety. The District is committed to hiring from local businesses and companies, benefiting the current workforce.

How can I get additional information?

Visit <https://bit.ly/CCSFFacilities> to keep apprised of latest happenings in the capital improvement program. A complete list of projects is available at this site. For additional questions, please contact the Office of the Vice Chancellor of Facilities, Planning & Construction at (415) 239-3055.

APPENDICES



APPENDIX A: 2005 Bond - Proposition A Ballot Language

<https://www.ccsf.edu/about-ccsf/board-trustees/bond-projects-ballot-language>

APPENDIX B: 2020 Bond - Proposition A Ballot Language

<https://www.ccsf.edu/about-ccsf/board-trustees/bond-projects-ballot-language>

APPENDIX C: FACILITIES MASTER PLAN (2019)

<https://www.ccsf.edu/sites/default/files/2023/document/fmp-03182019-1.pdf>

APPENDIX D: EDUCATIONAL MASTER PLAN (2018 - 2025)

<https://www.ccsf.edu/college-plans>

APPENDIX E: Independent Auditor's Financial and Performance Reports

<https://www.ccsf.edu/about-ccsf/board-trustees/proposition-39-bond-audits>

APPENDIX F: Bond Sale Documents

<https://bit.ly/3i6Re0n>

FUTURE AGENDA ITEM LOG

07/14/25

Item #	Description	Suggested	Agendized
25-1	Updated By-Laws	01.08.25	ongoing
25-2	Update the CBOC on the FAI recommendations	02.10.25	
25-3	Update the CBOC on the PMP	02.10.25	03.10.25
25-4	Update on the FAI Implementation Task Force	02.10.25	
25-5	Receive a comprehensive report on the 112 FAI Recommendations	02.10.25	
25-6	Review the inclusion at the beginning of the meetings of the Pledge of Allegiance, the Land/Labor and Body Acknowledgment and Anti-Racism policy	02.10.25	03.10.25
25-7	Provide a brief presentation on what to look for in the Bond Program Financial and Performance Audits	03.04.25	03.10.25
25-8	Discuss site visits	02.10.25	03.10.25
25-9	Discuss site visits	03.10.25	04.14.25
25-10	Discuss Spanish translation on recordings	03.10.25	04.14.25
25-11	Expanded communication between the CBOC and the public and staff	03.10.25	06.16.25
25-12	Discuss the option to archive Zoom recordings with Spanish language translation.	04.14.25	05.12.25
25-13	Agendize a musical interlude presented by CBOC member Andrea Landin	05.12.25	06.16.25
25-14	Discuss the option of changing the CBOC meeting dates to make it easier to include accurate financial reports in the Agenda Packet	05.12.25	06.16.25

FUTURE AGENDA ITEM LOG

07/14/25

25-15	Discuss options for updating the CBOC web site	05.12.25	06.16.25
25-16	Discuss the CBOC application process	05.12.25	06.16.25
25-17	Discuss an organizational chart (needs clarification)	05.12.25	TBD
25-18	Discuss the KPI Report with a focus on when it should be included in the Agenda Packet	05.12.25	06.16.25