

**MENLO PARK CITY SCHOOL DISTRICT**  
**CITIZENS' BOND OVERSIGHT COMMITTEE - REGULAR MEETING**

**Minutes**

Wednesday March 4, 2015  
4:00-4:30 p.m.  
District Office  
181 Encinal Ave, Atherton, CA

Regular Bond Oversight Committee meetings are open to the public. Prior to any final action being taken on any item, or prior to moving on to a new item, members of the public in attendance are invited to address the Committee regarding items under consideration.

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

The Citizen's Bond Oversight Committee was called to order at 4:03pm by Committee Chair member Rutsky. Committee members Brahma and Craig and CBO Sheikholeslami were also present.

**II. REVIEW AND AMEND THE AGENDA**

No amendments were made to the agenda.

**III. COMMENTS FROM THE AUDIENCE**

No comments were made.

**IV. CONSENT AGENDA**

**Approval of Items on the Consent Agenda**

- A. Approval of Bond Oversight Committee Meeting Minutes –  
October 8<sup>th</sup> 2014- Committee member Brahma moved to approve the minutes and Committee Chair Rutsky seconded.
  
- B. Approval of Reports/Discussion Items from January 28 meeting
  - 1. Bond Program Planning and Design Update
    - a. Laurel ES Upper Campus- AS reported that we are in the final planning and approval stages and are waiting for DSA approval. The project will be conducted in two stages, one is the demolition, abatement and sitework and the second part is the construction. Testing and inspections are being lined up. The Inspector helps with the inspections that are approved by the State and contract with us, but report to the Architect. On May 15<sup>th</sup> GAIS will vacate. The Contractor will mobilize to site and place fencing around the work site. The inspector and construction manager will be onsite.
  
  - 2.. Contractor Selection for Laurel ES Upper Campus-  
Roebbelen was chosen as the Contractor for this project. Questions about the contractor/construction were made. Hours of construction according to the City are 8-6pm M-F . The School District is exempt from local ordinances. They may work on Saturdays and will receive penalties if they do not finish on time. There is no early finish bonus. The trucks/demo crew will use Elliot and Falk to access the site. An estimated 1.5M will be expedited on the demolition.

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3. Value Engineering Process and Next Steps- AS met with the Contractor and have come up with a list of value engineering items. Some ideas for VE are less landscaping and redesign the gathering area. The Committee will need to report to the Board next year after we receive the audit reports.
  
4. Review/Discuss Expenditures Report to date- Proceeds from the Bonds sit with the County. There is a portfolio and updates are sent periodically. It is relatively conservative with strong oversight.

**V. REPORTS/DISCUSSION ITEMS**

**VI. ACTION ITEMS**

- A. Schedule next meeting

**VII. ADJOURNMENT**

**Approval:**  \_\_\_\_\_

**Date:** 7/15/15

Copies of materials for the Committee meeting are available at the District Office prior to the Committee meeting. The District Office is located at 181 Encinal Avenue, Atherton, California.

Bond Oversight Committee meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Superintendent at least seven working days before the meeting by telephone at 321-7140 or by fax at 321-7184. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.