

*Rowland Unified School District  
1830 S. Nogales Street, Rowland Heights, CA 91748*

**UNADOPTED MINUTES OF THE  
CITIZENS' BOND OVERSIGHT COMMITTEE  
MEETING NO. 14**

*Wednesday, March 2, 2011*

PRELIMINARY SECTION

CALL TO ORDER

The regular meeting of the Citizens' Bond Oversight Committee was called to order at 7:06 p.m. by Mrs. Kathi Delegal, at the offices of the Rowland Unified School District, Board Room, located at 1830 S. Nogales Street, Rowland Heights, CA 91748.

ROLL CALL

MEMBERS PRESENT

Mrs. Kathi Delegal, Committee Chairperson  
Dr. Kimo Morris, Committee Vice Chairperson  
Dr. Theodore Ebenkamp  
Dr. Nimesh Ladhawala

MEMBERS ABSENT

Mrs. Josefina Baello  
Mr. Siong Yap

STAFF MEMBERS  
PRESENT

Mr. Ruben P. Frutos, Assistant Superintendent of  
Business Services

STAFF MEMBERS  
ABSENT

Dr. Maria G. Ott, Superintendent of Schools  
Mr. Fred Diamond, Director - Building Services  
Ms. Tu My Vuong, Director - Fiscal Services  
Mrs. Cindy Maloney, Director - Purchasing Services  
Mr. Geta Woldie, Controller

OTHERS PRESENT

Mr. Khary Knowles, Program Manager - Erickson-  
Hall

PRELIMINARY SECTION  
(Continued)

FLAG SALUTE

ACTION SECTION

I. MINUTES  
Minutes

- A. Approve the minutes of the regular Citizens' Bond Oversight Committee of September 7, 2010 and March 3, 2010.

Mr. Frutos advised the Members that the March 3, 2010 would be presented at the next regular Citizens' Bond Oversight Committee meeting. The March 3, 2010 meeting minutes were tabled due to the lack of a quorum from that specific meeting. Mr. Frutos will ask the District legal counsel on how to proceed with approving minutes where existing members do not form a quorum for previously unapproved minutes.

The Recommendation was revised to read:  
Approve the minutes of the regular Citizens' Bond Oversight Committee of September 7, 2010.

Motion made by: Dr. Morris  
Seconded by: Dr. Ladhawala

Votes

Yes Mrs. Delegal  
Yes Dr. Morris  
Yes Dr. Ebenkamp  
Yes Dr. Ladhawala

Approved.

- B. Not Approved. Reference article I.A. above.

**ACTION SECTION**  
**(Continued)**

II. INTRODUCTION  
Minutes

Mr. Knowles announced the hiring of Ms. Tu My Vuong (Fiscal Director) and Mr. Geta Woldie (Controller) as possible attendees to the future CBOC meetings.

III. PROGRAM MANAGEMENT REPORT  
Minutes

Presented at the time of the meeting orally by Erickson-Hall, Khary Knowles, regarding updated information from the following:

- a. Measure R 2006 Bond Program
- b. Fiscal Department
- c. Building Services Department
- d. Purchasing Department

The information for the "Project Status Report" was provided in the "Program Update" and "Bid Status Report". Mr. Knowles will provide information regarding the double asterisks next to the Rowland ES: Covered Walkway project in the Purchasing Services section.

(Reports on file in Administrative Services Division)

IV. QUARTERLY FINANCIAL STATEMENT  
Minutes

Approve the Quarterly Financial Statement. It was presented with the Program Management Report at the time of the meeting.

Dr. Morris requested additional description information when fund sources outside of the Measure R Bond are presented.

(Reports on file in Administrative Services Division)

**ACTION SECTION**  
**(Continued)**

Motion made by: Dr. Ladhawala  
Seconded by: Dr. Morris

Votes

Yes Mrs. Delegal  
Yes Dr. Morris  
Yes Dr. Ebenkamp  
Yes Dr. Ladhawala

Approved.

V. STAFF/COMMITTEE OTHER  
Minutes

The following topics were discussed:

**A. Meetings:**

April 26, 2011 was tentatively selected for the next CBOC meeting in an effort to make up for the meeting that was cancelled in December 2010. Mrs. Delegal requested having the next CBOC meeting in the new Rowland High School: Culinary Arts and JAR facility. Mr. Frutos will research.

**B. Rowland Unified Science and Math Academy:**

Mr. Frutos and Mr. Knowles presented a brief update on the status of the Rowland Unified Science and Math Academy project. It was stated that the new Academy is scheduled to open at the beginning of the 2011-12 school year. Dr. Morris raised concern regarding the status of Hollingworth ES once the new Academy is established. Mr. Frutos and Mr. Knowles explained to Dr. Morris that there have been no knowledgeable discussions regarding closing the school. Mr. Frutos answered Dr. Morris' question by informing him that the "No Excuses University (NEU)" program is currently scheduled for both Hollingworth ES and the Rowland Unified Science and Math Academy. However, this issue will be determined at a later date.

**C. Construction Management:**

Mr. Knowles provided an update regarding the new construction managers and their related projects. Mr. Frutos explained that although two (2) of the selected construction managers are currently working on eight (8) projects with the District (Bernards and Ledesma & Meyer), one (1) of the construction managers could not make the requested fee percentage work for them, so they chose not to continue with the District.

**ACTION SECTION**  
**(Continued)**

**D. Qualified School Construction Bonds:**

Mr. Frutos provided a brief update regarding Federal funding support through the approval of \$25M from the Qualified School Construction Bonds which the Board has approved. This will save the community taxpayers lots of money in typical interest fees which shall be paid by Federal funds. Mr. Frutos is travelling with Dr. Ott to San Francisco next week to confirm the District's final bond credit rating in support of these bond funds. Mr. Frutos will provide the members with an update when he returns.

**E. Energy Management**

Dr. Morris requested an Energy Management update. Mr. Frutos will provide to the members the update presentation that is scheduled from the Staff to the Board in March or April of 2011.

**F. Annual Audit Reports:**

Mr. Frutos delivered both the annual Performance Audit Report and the Financial Audit Report to the members for review and approval at the next meeting. The only finding was one (1) missing member in the Committee.

**G. CBOC Membership:**

Mr. Frutos encouraged each member to re-apply for CBOC membership for another two-year term. It was approved by legal counsel that if applications for new members are insufficient, members that have expired their terms can re-apply. Mr. Frutos requested the applications to be returned by 3/4/2011 in an effort to present new members to the Board of Education for approval in April 2011, prior to the next CBOC meeting. The next meeting will introduce any new members to the Committee and re-assign member positions.

**H. Personnel:**

Mr. Frutos announced that Fred Diamond, Director of Building Services, announced his resignation today (3/2/2011). The recruitment process has already begun in an effort to replace the position. The search will include applicants from within the District and with the general public. Mr. Frutos responded to a member's question that due to the nature and need of the position, consolidation of the position with other positions is not an option, at this time.

Mrs. Delegal and Dr. Morris provided praise to Mr. Frutos, as a new member of the Bond Program team, regarding his "hard work and diligence" towards maintaining a solvent Bond program.

**ACTION SECTION**  
**(Continued)**

VI. ADJOURNMENT

Motion made by: Dr. Morris

Seconded by: Dr. Ladhawala

Votes

Yes Mrs. Delegal

Yes Dr. Morris

Yes Dr. Ebenkamp

Yes Dr. Ladhawala

Approved.

Meeting adjourned at 7:56 p.m.

Approved \_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Ruben P. Frutos, Assistant Superintendent  
of Business Services and Acting Secretary to  
the Citizens' Bond Oversight Committee

RPF/KSK