

ICOC

TIME and DATE: 4:00 p.m., Thursday, April 21, 2011
PLACE: Eugene Brucker Education Center Auditorium, 4100 Normal Street, San Diego, CA 92103

MINUTES

Committee Members: Alvin, Barton, Berg, Daley, Gordon, Johnson, Pinson, Pollard, Schoettle, Spathas, Spehn

AGENDA ITEMS	ASSIGNMENTS/UNDERSTANDINGS
Meeting Called to Order: (Johnson)	Chair Johnson called the meeting to order at 4:22 p.m.
Roll Call: (Champy) (Action)	<p>Subcommittee members in attendance: K. Alvin (excused), J. Barton, A. Berg (excused), J. Daley (excused), J. Gordon (excused), G. Johnson, L. Pinson, B. Pollard, K. Schoettle, M. Spathas, D. Spehn (excused)</p> <p>ICOC Support Staff: A. Champy, L. Goshorn</p> <p>District Staff: S. Chong, L. Dulgeroff, K. Linehan, C. Reed-Porter, J. Watts, D. Webb</p> <p>Media: E. Alpert (Voice of San Diego)</p> <p>Jamie Barton was introduced to the full ICOC representing a member at-large. This was his first ICOC meeting after being nominated by Trustee Richard Barrera on February 15, 2011.</p>
Public Testimony	Chair Johnson called for public testimony and there was none.
1. Approval of ICOC Minutes for 3-17-11 (Johnson) (Exhibit) (Action) (2-min)	Motion: Mr. Pinson moved to approve the 3-17-11 ICOC minutes. Mr. Spathas seconded the motion. The motion carried with no objections or abstentions.
2. Executive Director's Report, Capital Improvement Bond Program (Dulgeroff) (Information) (15 min) <ul style="list-style-type: none"> 2.1 Prop. S Items to be presented to the BOE within the next 30 days (Exhibit) 2.2 Legal Actions, Errors, Accidents & Exceptions 2.3 District General Fund Status 2.4 Status of Downtown Library – Discussion under 5.3 2.5 SDUSD release of first \$5 million progress payment 2.6 Executive Director's Comments on Current & unfolding events 	<p>MRR plan will be brought to construction subcommittee, then ICOC and to the Board of Education in a July meeting.</p> <p>District staff is working w/ad-hoc committee with Mr. Pinson and Mrs. Schoettle on District liabilities and ongoing funding of MRR.</p> <p>Audit finding: District staff met w/ Steven Carr, District Director of the Office of Audits and Investigation. His office will be doing internal audits of Prop. S projects. The Prop. S. budget set aside monies to fund a position to do internal audits of our prop. S projects.</p> <p>Chair Johnson asked Mr. Pinson to discuss how projects get selected and how the ICOC can be engaged in them at const. SC.</p> <p><i>Action: Follow-up with Ms. Spehn and Mr. Berg on setting up an ad-hoc meeting with District staff to discuss ICOC Consulting Scope and RFP Contract.</i></p> <p>The reorganization plan is ready to be shared. This plan was intended to be discussed at the May 5, 2011 Construction subcommittee meeting, but because District</p>

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	<p>Deputy Superintendent Phil Stover will be out of town that day, Mr. Dulgeroff will provide Mr. Pinson with a copy of the plan beforehand. Mr. Stover will present the reorganization plan to the full ICOC committee to discuss it.</p> <p>(2.2) There is a pending lawsuit on Hoover lights. Larry Schoenke, who is the new District General Counsel, is heading up a response to a Grand Jury report on the downtown school library.</p> <p>(2.4) According to the downtown library funding, the city is in the process of recording the first date of trust next week. As soon as it's recorded, the District will release the first payment of \$5M. There will be further discussion of this at an Executive/Governance subcommittee meeting.</p> <p>The ICOC asked to bring in a third party to provide another independent opinion on the financial plan that is advocated by Gardner Underwood and Bacon. This year the District is in the process of contracting with a firm called Keygent. As soon as they're under contract, the ICOC will have a chance to meet them. They will participate in some of the discussions of the financial plan.</p> <p><i>(Action) Lee will dollarize software information for the ICOC at their next meeting.</i></p>
<p>3 Construction Subcommittee (Pinson) (Information) (10 min)</p> <p>3.1 Draft Minutes for 4-7-11 (Exhibit)</p> <p>3.2 Small Business Outreach (Exhibit)</p> <p>3.3 Construction Management Report (Exhibit)</p> <p>3.4 Ad-hoc subcommittee "Project Accelerated schedule" - impact on remainder of schedule? (Discussion)(Action)</p> <p>3.5 Chair's Comments on Current & Future Focus</p>	<p>(3.2) A draft final form of the small business outreach report will be submitted at the next scheduled Construction subcommittee meeting in May. Ms. Linehan will bring this report back to the Construction subcommittee for more input.</p> <p>(3.4) Leonard and Kim will continue to be on a "Project Accelerated scheduled" ad-hoc subcommittee.</p> <p>Mr. Spathas wanted to know if there is a 1-page summary of the Project acceleration schedule. If there is one can the ICOC get it? If not, Mr. Spathas is requesting a very concise 1-page summary of the Project Acceleration Schedule.</p>
<p>4 Executive/Governance Subcommittee (Johnson) (Information) (15 min)</p> <p>4.1 Draft Minutes for 4-6-11 (Exhibit)</p> <p>4.2 Annual Report (Exhibit) (Action)</p> <p>4.3 Consider ICOC having a Town Hall meeting where public can ask questions and voice concerns about Prop. S (Action)</p> <p>4.4 May ICOC meeting location at Kearny High School (Information)</p>	<p>(4.2) Five thousand copies of the ICOC Annual Report—to also include a Spanish version— will be prepared as opposed to forty thousand. There is also a bulletin board design that can be put on the front lobby of all schools.</p> <p>Mr. Goshorn notified the committee on an error on the 3rd paragraph of page 5 titled, "Financial Status." Mr. Goshorn read into the record the correct verbiage that should have been printed in the draft of the 3rd paragraph.</p>

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<p>4.5 Chair's Comments on Current & Future Focus</p>	<p><i>"The second Prop. S bond issuance was made in August 2010. In order to take advantage of a favorable construction cost environment, the District opted to increase the 2010 bond sale amount to \$200 million (it was expected to be only \$100 million). At the same time, because state law allowed it, the Board approved a 40-year amortization schedule for the 2010 issuance. Since 40-year bonds are much more costly over the life of the program versus 25-year bonds, the Board is carefully planning for the 2011 issuance. The ICOC has recommended to the Board that a formal cost/benefit analysis of the proposed structuring of bonds be done for future issuances."</i></p> <p>Motion: Chair Johnson moved to approve the ICOC Annual Report. Mr. Pinson seconded the motion. The motion carried with no objections or abstentions.</p> <p>(4.3) No action taken.</p> <p>(4.4) The May 19, 2011 ICOC meeting will be held at Kearny High School. The meeting will be a total of 2 hours. The first hour to include the twenty minute student presentation followed by a 40-minute tour of the facility. The last hour of the meeting will be devoted to items on the ICOC agenda.</p>
<p>5 Finance Planning & Controls Subcommittee (Gordon) (Information) (10 min)</p> <p>5.1 No Meeting on 3-24-11. Next Finance committee meeting is April, 28, 2011</p> <p>5.2 Controls Status Report for March 2011 (Exhibit)</p> <p>5.3 Discuss of projects impact because of change in Downtown Library funding. (Discussion)(Action)</p> <p>5.4 Chair's Comments on Current and Future Focus</p>	<p>(5.2) Mrs. Schoettle to take on specifics of the Control Status Report at the next scheduled Finance subcommittee meeting.</p> <p>(5.3)No action taken; to be discussed in further detail at the Executive/Governance subcommittee meeting.</p>
<p>6 Audit Subcommittee (Spehn) (Information) (5 minutes)</p> <p>6.1 No Meeting on 4-11-11. Next Audit committee meeting is May 9, 2011</p> <p>6.2 Chair's Comments on Current & Future Focus</p>	<p>Keygent contract will be taken to the Board sometime in May. Keygent is a third party financial consultant to provide an independent opinion of the bond finance plan.</p>
<p>7 Communications Update Report (Zintz/Reed-Porter) (Exhibit)(Action)(5 min)</p> <p>7.1 Prop. S Fact Sheet (Exhibit) (Information)</p>	<p>(7) No action taken. The Prop. S did get a perfect score from the Tax Payers' Association for our website. Mrs. Reed-Porter will include material regarding this in the next report.</p> <p>(7.1) This is a sample fact sheet of a thumbnail/bulletized summary that members of the public can use to convey messages on Prop. S. On the back sheet is a sample of cluster specific information. Options of this fact sheet are at the discretion of the ICOC. For real-time information, the public is asked to check the website. The department will look at how they can capture cluster specific information on the website.</p> <p>The ICOC wanted to know what the activity is on the Prop. S ICOC website. Mr. Spathas suggested Google Analytics, which detects counts by home page or every page.</p> <p>Currently there are 1.5 million visits per month to the District website.</p>

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8 Chair's Report (Johnson) (Information) (10 minutes) 8.1 Monthly Status Meeting with Bill Kowba, Superintendent & Phil Stover Deputy Superintendent 8.2 Chair's Comments on Current & Future Focus	
9 ADJOURNMENT (Action) Meeting adjourned at 4:22 p.m. to Kearny High School location. Next Meeting: May 19, 2011, at 4:00 p.m. in the Eugene Brucker Education Center Auditorium or at Kearny High School. May meeting location will be posted on the ICOC website at http://sandi.net/props/icoc	

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ICOC

TIME and DATE: 4:00 p.m., Thursday, May 19, 2011
PLACE: Kearny High Educational Complex, Room 301, 7651 Wellington Street, San Diego, CA 92111

AGENDA

Committee Members: Alvin, Barton, Berg, Daley, Gordon, Johnson, Pinson, Pollard, Schoettle, Spathas, Spehn

AGENDA ITEMS	ASSIGNMENTS/UNDERSTANDINGS
Meeting Called to Order: (Johnson)	Chair Johnson called the meeting to order at 4:10 p.m. No quorum was met. The meeting began administratively with the Kearny High student presentations; followed by information only discussions and concluded with a 40 minute tour of the Construction Tech Academy.
Roll Call: (Champy) (Action)	Subcommittee members in attendance: K. Alvin(excused), J. Barton (excused), A. Berg (excused), J. Daley (excused), J. Gordon, L. Pinson, B. Pollard (excused), K. Schoettle, M. Spathas, D. Spehn (excused) ICOC Support Staff: A. Champy, L. Goshorn District Staff: L. Dulgeroff, G. Harris, J. Pilgrim, C. Reed-Porter, L. Schoenke, J. Splittgerber, G. Stanford, J. Watts, D. Webb Other: T. Shay (Keygent Advisor)
Public Testimony	Chair Johnson called for public testimony and there was none
1. Kearny High Student Presentation (Information) (20 min)	
2. Introduction of Keygent Advisors (Exhibit)(Information) (Third party Financial Advisor that was recommended by Christy White Accountancy)	Tony Shay introduced himself to the ICOC as one of the advisors for Keygent.
3. Approval of ICOC Minutes for 4-21-11 (Johnson) (Exhibit) (Action) (2-min)	No action taken. Item deferred to the next ICOC meeting scheduled for Thursday, May 16.
4. Executive Director's Report, Capital Improvement Bond Program (Dulgeroff) (Information) (10 min) 4.1 Prop. S Items to be presented to the BOE within the next 30 days (Exhibit) 4.2 Legal Actions, Errors, Accidents & Exceptions 4.3 District General Fund Status 4.4 Executive Director's Comments on Current & unfolding events	
5. Construction Subcommittee (Pinson) (Information) (10 min) 5.1 Draft Minutes for 5-5-11 (Exhibit) 5.2 Construction Management Report (Exhibit) 5.3 MRR Presentation set for next subcommittee meeting 5.4 Chair's Comments on Current & Future Focus	
6. Executive/Governance Subcommittee (Johnson)	(6.2) No action taken. Item deferred to the next ICOC meeting

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<p>(Information) (10 min)</p> <p>6.1 Draft Minutes for 5-4-11 (Exhibit) 6.2 ICOC Consulting Scope and RFP Contract (Berg/Spohn) (Exhibit) (Action) 6.3 Selection of ICOC Chair and Secretary/Vice Chair to be elected from floor of ICOC (Action) 6.4 Chair's Comments on Current & Future Focus</p>	<p>scheduled for Thursday, May 16.</p> <p>(6.3) No action taken. Item deferred to the next ICOC meeting scheduled for Thursday, May 16.</p>
<p>7 Finance Planning & Controls Subcommittee (Gordon) (Information) (10 min)</p> <p>7.1 Draft Minutes for 4-28-11 (Exhibit) 7.2 Controls Status Report for March 2011 (Exhibit) 7.3 Update on Bond Advisory/Bond Amortization Analysis and next steps 7.4 Chair's Comments on Current and Future Focus</p>	
<p>8 Audit Subcommittee (Spohn) (Information) (5 min)</p> <p>8.1 No Meeting on 5-9-11. Next Audit committee meeting is June 6, 2011. 8.2 Chair's Comments on Current & Future Focus</p>	
<p>9 Communications Update Report (Reed-Porter) (Exhibit) (5 min)</p>	
<p>10 Chair's Report (Johnson) (Information) (5 min)</p> <p>10.1 Monthly Status Meeting with Bill Kowba, Superintendent & Phil Stover Deputy Superintendent 10.2 Chair's Comments on Current & Future Focus</p>	
<p>11 ICOC Tour of Kearny High (Information) (40 min)</p>	
<p>12 ADJOURNMENT (Action) Meeting adjourned at 5:36 pm to the next meeting date and place as stated below.</p> <p>Next Meeting: June 16, 2011, at 4:00 p.m. in the Eugene Brucker Education Center Auditorium, 4100 Normal St., San Diego, CA 92103</p>	