

# MDUSD

## CITIZEN'S BOND OVERSIGHT COMMITTEE

### MEMBERSHIP APPLICATION

#### COMMITTEE'S PURPOSE

"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."

#### APPLICATION INSTRUCTIONS

Please complete and submit this Membership Application with a current resume and a personal statement summarizing why you want to serve on the Citizens' Bond Oversight Committee. Include any special areas of expertise or experience that you have that would be helpful to the Committee. Please submit Membership Application and supporting documents to Chief Business Officer Rose Ramos at [cboadminasst@mdusd.org](mailto:cboadminasst@mdusd.org)

<b>Name</b> Gina Haynes	<b>Home Address</b> 405 Le Jean Way Walnut Creek CA	
<b>Home Phone</b> 925-252-4042	<b>Cell Phone</b> 925-250-3790	<b>Email</b> ghaybea747@gmail.com

#### GENERAL MEMBERSHIP REQUIREMENTS

Do you live within the boundaries of MDUSD?	Yes
Are you an elected official?	No
Are you an employee or official of MDUSD? (No employee or official shall be appointed to the CBOC,)	No
Are you a vendor, contractor or consultant of MDUSD? (None shall be appointed to the CBOC.)	No
Can you serve a full three year term?	Yes
Do you know of any reason such as a potential conflict of interest, which would adversely affect your ability to serve on the CBOC? If "Yes", please explain:	No
Can you attend quarterly CBOC meetings ?	Yes

# MDUSD

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### MEMBERSHIP APPLICATION

SPECIFIC MEMBERSHIP REQUIREMENTS		
The committee must consist of at least seven members. (CHECK THE CATEGORY YOU ARE APPLYING FOR)		
✓	CATEGORY	QUALIFIER
REQUIRED BY PROPOSITION 39		
<input type="checkbox"/>	Business Organization (1 position)	One member shall be active in a business organization representing the business community located within the District
<input type="checkbox"/>	Senior Citizen Organization (1 position)	One member shall be active in an Approved Senior Citizen Organization
<input type="checkbox"/>	Taxpayer Organization (1 position)	One member of an bona fide Taxpayer Organization
<input checked="" type="checkbox"/>	Parent or Guardian (1 position)	Parent or Guardian of a current MDUSD student
<input type="checkbox"/>	Parent or Guardian AND PTO (1 position)	Parent or Guardian of a current MDUSD student AND a member of a Parent-Teacher Organization
BOARD MEMBER AT LARGE REPRESENTING		
<input type="checkbox"/>	Concord	Resident of Concord
<input checked="" type="checkbox"/>	Walnut Creek	Resident of Walnut Creek
<input type="checkbox"/>	Pleasant Hill	Resident of Pleasant Hill
<input type="checkbox"/>	Clayton	Resident of Clayton
<input type="checkbox"/>	Bay Point	Resident of Bay Point
<input type="checkbox"/>	Pacheco, Clyde, or Unincorporated Areas	Resident of Pacheco, Clyde, or Unincorporated Areas
<input type="checkbox"/>	MDUSD Student	Current MDUSD Student
<input checked="" type="checkbox"/>	Area of Expertise (Please Explain): Civil Engineer w/extensive PM experience	Expertise in Accounting, Auditing, Construction, Financial Management, or School Administration.

Various CBOC documents are available on the CBOC's website at  
<http://www.mdusd.org/cboc>  
 including agendas, minutes, membership by categories, audit reports, CBOC By-Laws, annual reports, bond measures etc.

MEMBERSHIP APPLICATION CHECKLIST		
<input checked="" type="checkbox"/>	Completed Application Form	<input checked="" type="checkbox"/> Current Resume
<input checked="" type="checkbox"/>	Personal Statement (Why do you want to serve on the CBOC and what areas of expertise or experience do you possess that will benefit the CBOC?)	
<input checked="" type="checkbox"/>	Email to <a href="mailto:cboadminasst@mdusd.org">cboadminasst@mdusd.org</a>	

SELECTION PROCESS

Applications will be reviewed by the District who shall make recommendations to the Board of Education for appointment to the CBOC. Interviews will be held as needed. Submitted applications shall be published in the Board Agenda for public review prior to the Board of Education appointing Committee members.

SIGNATURE OF APPLICANT	
By signature, the Membership Application answers, current resume and personal statement are true and complete to the best of my knowledge.	
Name	Date
<i>Gina Haynes</i>	04/21/2019

Rose Ramos  
MDUSD Chief Business Officer  
1936 Carlotta Drive  
Concord, CA 94519

**RE: Candidate Consideration for the Measure J Citizens' Bond Oversight Committee**

Dear Ms. Ramos;

Please accept this letter and the accompanying resume as my formal request to serve on the Mount Diablo Unified School District, Measure J Citizens' Bond Oversight Committee (CBOC). I am requesting consideration for membership as a Parent/Guardian of child enrolled in the District.

I am a licensed Professional Civil Engineer that has worked in the public sector for over 22 years. In my current capacity, I am responsible for the Special Project Division, where I manage multimillion-dollar public projects from cradle to grave (conception, design, construction and closeout). I am very familiar with Project Budgets, Design, Bidding, Construction, California Public Contract Code, Construction Contracts, Change Orders, Punch List and most importantly, the appropriate use of public funds.

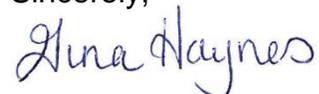
I am interested in serving on the CBOC as I realize the importance of trust, transparency, and accountability in our District. With Measure J receiving more than 70% approval, it is imperative that voters are confident that the expenditure of bond monies authorized is consistent with the purposes approved. I believe that my experience and background make me an idea candidate for the CBOC.

I have been a MDUSD District parent for the last 14 years and have been a strong advocate for students and families. Over this time, I have served in many volunteer capacities including PFC President, Vice President, Treasurer, Enrichment Coordinator, and Webmaster. I consistently stay abreast of MDUSD Board business and as a District parent I have a vested interest in seeing positive capital improvements at all District schools.

If appointed, I would work hard to assure that voters are well informed of the expenditures of bond proceeds and will keep a watchful eye that the proceeds are being spent appropriately.

Thank you for your consideration.

Sincerely,



Gina Haynes, P.E.  
14-year District Parent



# GINA HAYNES

## CIVIL ENGINEER

### CONTACT INFO:

1224 Limeridge Drive  
Concord, CA 94518  
(925) 691-1755  
(925) 250-3790 cell  
[ghaybea747@gmail.com](mailto:ghaybea747@gmail.com)

### PERSONAL PROFILE

Licensed professional civil engineer with over 20 years experience. An enthusiastic and highly motivated individual with a clear understanding of the roles and responsibilities of being a civil engineer in the public sector. Demonstrated ability to manage multimillion dollar projects, on time and within budget.

### SKILLS & ABILITIES

- Excellent communication skills both written and oral
- Successful in managing multiple concurrent priorities/projects
- Able to establish and maintain good working relationships with colleagues, public officials, agency representatives and the public
- Broad range of technical and leadership skills

### PROJECTS

Water Treatment Plant Phase 1A & 1B 11.4 million.

Buchanan & Ambrose Swim Center 6.2 million

Old Town Square 4 million

Sewer/Water Rehabilitation Project Phase 1 7 million

### CAREER STATEMENT

*"I find my work most fulfilling when I can see the tangible improvements of the work we do on the day-to-day lives of the people we serve."*

Gina Haynes

### WORK EXPERIENCE

City of Pittsburg -Civil Engineer II (Capital Improvement Division/Traffic)  
OCTOBER 2001-CURRENT

Perform complex field and office professional civil engineering work related to design, construction, and operation of capital projects.

#### DUTIES

- Establish scope for capital projects and supervise consultant contracts, review PS & E's and check for code compliance and constructability, manage the bid process and contractor selection, perform site inspections, track contract schedules, manage project budgets for complex capital project.
- Perform duties as Project Manager/RE for capital projects during construction including progress billing, contract change order negotiations, RFI's, submittals and project close-out documents in accordance with City Policy, Federal and State grant requirements and as stated in Specifications.
- Manage and renew the Citywide Landscaping and Lighting Assessment Districts, and the Geologic Hazard Abatement District (GHAD) and prepare annual Engineer's Reports/Council Reports and budgets for the operation, levy and collection of citywide assessments.
- Serve as interim Senior Civil Engineer (Traffic) (December 2008 – May 2009)
- Facilitate Project Manager meetings to foster growth, mentorship and training for new engineers and other technical staff.
- Responsible for the City's traffic signal system, review PS & E's for new signal installations, program signal controllers, review and assist in implementation of signal coordination/timing projects.
- Coordinate and oversee the work of other engineers, inspection personnel, consultants, contractors and outside agencies.

### WORK EXPERIENCE

City of Pittsburg -Civil Engineer I/II (Design/Traffic Division)  
DECEMBER 1994-AUGUST 2000

#### DUTIES

- Prepare and submit local, state and federal funding applications for pedestrian, bicycle and motorist safety improvement projects (SR2SCHOOL, BTA, HSIP, OTS, TDA)
- Review improvement plans/traffic impact studies for new development and prepare traffic conditions for land development applications.
- Respond to citizens, neighborhood groups, school officials, businesses representatives and government officials to resolve complaints/requests and recommend solutions to traffic engineering issues.
- Serve as advisory staff at Traffic Committee (staff level) and Traffic and Circulation Committee (public) technical meetings.
- Prepare staff reports, resolutions and ordinances for City Council for the implementation of transportation programs, policies and projects.
- Prepare and review PS & E's and contracts for transportation engineering capital projects.

### EDUCATION & LICENSE

San Jose State University, BS Civil Engineering  
Sacramento State, Office of Water Programs  
Registered Civil Engineer

June 1994  
In Progress  
C67521