



**CAMBRIAN SCHOOL DISTRICT  
MEASURE R CONSTRUCTION PROGRAM  
CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING**

**DATE:**

*Monday, October 18, 2021  
5:00 P.M.*

**LOCATION:**

*Cambrian School District  
Professional Development Center  
4115 Jacksol Drive, San Jose, 95124*

**MINUTES OF REGULAR MEETING**

**COC Members Present:** Aletta Godden (Taxpayer Organization Representative)  
Lucy Johansen (Senior Representative)  
Kevin LeBlanc (At-large Representative)  
Annie Pyle (At-large Representative)  
Kirsten Reilly (Parent Representative)  
Sam Shiraishi (Parent Teacher Representative)  
Brian Tanger (Business Organization Representative)

**COC Members Absent:** None

**CSD Members Present:** Stephen Corl (Chief Financial Officer)

**Others Present:** Rick Kramer (RGM Kramer, Inc.)  
Cheryl Demeyer (RGM Kramer, Inc.)

**I. OPENING BUSINESS**

**A. Introduction of Members and Categories**

Steve Corl introduced himself, and then Rick Kramer introduced himself and his firm that is assisting the District in managing the Measure R program. The members of the COC took turns introducing themselves.

**B. Responsibilities of the COC**

Rick Kramer briefly explained that the "Strict accountability in local school construction bonds act" revised the need to obtain 2/3 voter approval to pass a bond measure to 55% voter approval, provided the District implement several accountability measures in the performance of the bond program. The accountability measures are: 1) to identify the projects to be completed by the bond funds in the ballot measure bond language, 2) perform independent financial and performance audits of all bond expenditures, and 3) establish and appoint an independent citizen's oversight committee (COC) to perform accountability responsibilities. The primary responsibility of the COC is to ensure that the bond money is spent in compliance with the bond language and to report those findings to the school board. Rick briefly overviewed the Education Code statues §15278-15282 which pertain to the COC. Rick reviewed CSD Board Resolution 20-21-16 which established the COC and its Bylaws. Rick read sections of the Bylaws aloud, including Section 3. Duties and Section 7.4 Term of the CSD COC Bylaws to explain the responsibilities and jurisdiction of the COC, as well as the duration of terms. The committee briefly discussed future meeting schedules.



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### **C. Nomination and Selection of Chair and Vice Chair**

The committee elected Aletta Godden as Chair and Kirsten Reilly as Vice Chair by vote of 7-0-0. Aletta assumed chairpersonship of the meeting.

### **II. CALL TO ORDER – Chair**

Aletta officially called the meeting to order at 5:40pm.

### **III. PRESENTATION BY SCHOOL COMMUNITY MEMBERS**

None.

### **IV. REVIEW AND APPROVAL OF AGENDA**

The committee members reviewed the meeting agenda and accepted it by a vote of 7-0-0.

### **V. REVIEW OF MEASURE R PROJECT LIST – BALLOT MEASURE**

Rick Kramer presented the language from the ballot measure that listed the projects that would be funded by bond funds. Rick reviewed the presentation from the Board meeting on August 5, 2021, which delineates the approved Measure R project list. Rick and Steve answered questions regarding the projects, and clarified funding sources and what falls under the purview of the COC.

### **VI. CURRENT STATUS OF PROJECTS**

Rick shared an overview of the projects in construction during summer 2021: Price MS Gas Line, Farnham ES Marquee, and Sartorette ES Marquee projects, as well as the Bagby ES and Fammatre ES Marquee Retrofits, which is a component to the modernization projects. Rick provided the status of the Phase 1 Modernizations at Price MS, Bagby ES, Fammatre ES, Farnham ES, and Sartorette ES, with the drawings having recently been submitted to the Division of the State Architect in early October 2021 and construction scheduled for summer 2022.

### **VII. MEASURE R WEBSITE**

Rick provided a brief review of the Measure R page of the District website and explained that the Measure R page would have a page generated for the COC, to include the minutes and reports from the COC.

### **VIII. REVIEW OF PROGRAM EXPENDITURES**

Cheryl Demeyer explained that the Measure R program budget of \$89.3M is comprised of approximately \$86.8M of Measure R funds, \$1.9M of SFP funds, and \$600K of bond interest. Cheryl clarified that the aforementioned \$89.3M figure refers to the budget based on the funding sources, while the \$88.98M figure from the August 5 Board meeting presentation refers to the estimated cost of the projects and contingencies. Rick clarified that the COC was only statutorily responsible for reviewing the expenditure of the Measure R funds. Rick presented invoice reports itemized by project that showed \$1,401,242.01 worth of Measure R expenditures made from January 1, 2017 through September 30, 2021. The committee requested the invoice reports be revised in the future to show a start date reflective of the first expenditures toward the bond. The committee also requested a clarified "Purpose" in the invoice reports for the Technology Plan project expenditures. Steve and Rick also presented an allocation plan for Measure R funds used to assist with compensation for District staff time spent on Measure R projects and fiscal support. After discussion, the committee determined that all expenditures appear to be appropriate to the bond projects.



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### **IX. PREPARATION OF ANNUAL REPORT TO THE SCHOOL BOARD**

The committee discussed the process of preparing their annual report to the school board, which will occur in the next COC meeting.

### **X. SET NEXT MEETING DATE AND TIME**

The committee agreed they would target two meetings per year. The committee agreed on Monday, February 7, 2022 at 5:00pm as a tentative next meeting date, and Monday, August 1, 2022 at 5:00pm as a tentative following meeting date.

### **XI. ADJOURN**

Aletta officially adjourned the meeting at 6:50pm.