

**Citizen Oversight Committee – Measures O & L
San Mateo Union High School District
Meeting Minutes**

Meeting Date: January 10, 2024
Place: District Office, 650 N. Delaware Street, San Mateo
<https://smuhd-org.zoom.us/j/94663664654>
Time: 5:30 pm
Prepared by: Jasmine Andrade, Facilities Specialist

Citizen Oversight Committee members in attendance:

Simon Mazzola (SM) Erica Lyons (EL)
Mike Loy (ML) Sherry Haber (SH) – via Zoom

SMUHSD Staff and Board of Trustees members in attendance:

Yancy Hawkins, Associate Superintendent, Chief Business Officer (YH)
Jose Quintana, Capital Facilities Manager (JQ)
Teri Chavez, SMUHSD Board Trustee (TC)
Robert Griffin, SMUHSD Board Trustee (RG)
Jasmine Andrade, Facilities Specialist (JA)

Members not in attendance:

Neal Kaufman (NK) Mike Kennedy (MK)
Wanda Horton (WH)

NOTES:

1. Meeting was called to order at 5:44 P.M.

1. Introductions..... Yancy Hawkins (YH) provided a narrative that as of last year, a new Brown Act rule would allow the use of virtual attendance twice a year when related to a risk of communicable disease. Although unclear how it may apply to a Committee meeting quarterly, this rule, in theory, applies to members of councils, boards, and Committees. (JA) has updated the District website with the Zoom link which allowed for (SH) to attend today’s meeting virtually, via Zoom.
2. Public Comment Simon Mazzola
No Public Comments
3. Approve Minutes from previous COC Meetings..... Yancy Hawkins (SM) requested a motion to approve the September 27, 2023 meeting minutes. (EL) motioned to approve, (ML) seconds the motion. Motion passes 4-0.
4. Measure L Issuance Series C Yancy Hawkins (YH) provided the backstory of Measure L issuances. Series A was issued in 2020, Series B was issued in 2021, and as of November, the Series C issuance has been finalized with at the low interest rate of 3.99%. (YH) adds that although the final issuance is projected at a higher rate, the District is well under the initial projected interest cost in the hundreds to millions dollar range.

5. 2022-2023 Measures O & L Audit Report Yancy Hawkins (YH) noted that James Marta, contracted for drafting the audit report, is usually in attendance to present this report and unfortunately were unable to attend. (YH) asked if the Committee would accept him presenting or prefer to wait for a James Marta associate. (SM) confirmed he would prefer to have time to review the report, having just received it. (YH) summarized the report. (SM) asked the difference between the three letters attached in the report. (YH) and (RG) clarified A letter is distributed to all Government Agencies, one would be an unqualified statement, free of material, whereas the other is tricky because it does not include an opinion. (JA) adds that there was an error with the numbering of pages and will be corrected prior to the next meeting. (SM) confirms that the Committee will review the audit report and return with questions at the March meeting.

6. Eminent Domain Update
 (YH) informed the Committee that at the next Board meeting, January 18, 2024, the Board will review and be asked to approve the CEQA filing for the property at 870 Hinckley, which would be the first required step before action is taken on a formal eminent domain process. (SM) asked under what pretense this would qualify for an exemption. (YH) clarified that the proposed project is small enough to fall under a categorical exemption. (YH) estimates a twelve-month timeline for occupancy of the project and two years until finalizing everything on the property, with an early 2025 beneficial occupancy. (YH) adds that this will be Measure O funded. (RG) asked what this property would be used for. (YH) responded this property will be used for the expansion of the new Peninsula High School to accommodate the site's and student's needs for multipurpose space, private meeting spaces, and additional parking. (YH) noted he will provide another update this Fall.

7. Construction Video
 The Committee was presented with the Bond video to be shared with the community taxpayers in the near future. The video was produced by Voler who worked with the District's communications and facilities departments to capture imaging of District Bond projects.

8. Set Next Regular Meeting Date
 YH noted that the net meeting will include the annual report on the agenda. In the past, the Committee has voted two members to finalize the annual report to bring to the Board of Trustees in March or April. YH confirmed he will have James Marta auditor present at the next meeting to address any questions with regards to the Measure O & L audit report and encouraged the Committee to take a look at some of the sites to see project updates. The next meeting is scheduled for Wednesday, March 6, 2024, at 5:30 pm.

f. Adjournment - Meeting adjourned at 6:22 pm

END OF MEETING MINUTES