Regular Meeting of the Measure J Citizens' Bond Oversight Committee

February 5, 2025
6:30 – 8:30 pm
Bond Department Conference Room
3266 Constitution Drive
Livermore, CA 94551

Meeting Minutes Adopted 4-16-25

1. **Call to Order**

   Committee Chair Jeff Durban called the meeting to order at 6:32 pm. In attendance were CBOC members Jeff Durban, Kevin Franklin, Eric Hom, Isidore Loth, Will Macedo, Kimberly Schertzer and Allison Warner.

2. **Visitors / Public Comments**

   There were no visitors or public comments.

3. **Financial Update**

   3.1 Jessica Berry from Nigro & Nigro presented the Annual Audit Report for the fiscal year 2023-2024 that includes a Financial and a Performance Audit of the Measure J Fund, prepared in accordance with GAAS (Generally Accepted Auditing Standards) and Government Auditing Standards. She went over the different parts of the audit, accounting policies and procedures, the percentage of expenditure tested, the review of contracts and contracting procedures, following Bond language. Committee members were able to ask questions. The report provided an unmodified opinion, that translates to a clean audit report.

   3.2 Wasley presented the Financial Report through 12/31/24 and answered questions from the Committee members.

4. **Minutes**

   4.1 Approval of the December 11, Meeting Minutes. There was a motion to approve the minutes by Macedo seconded by Schertzer. Roll call vote was taken. With six ayes (Durban, Hom, Loth, Macedo, Schertzer & Warner), zero nays and one abstention (Franklin), the motion was approved.

5. **Measure J Update**

   5.1 McNeely provided an update on the Marylin Avenue STEAM Project with a recap of the project tour on 1/16/25 to provide similar information to the Committee members who were not able to attend. An

overview of the scope of the project was reviewed, including project phases. Current status was updated for new building noting that slabs, and foundation work is complete.
The project is on schedule for completion for start of school of 2025 and is within budget.

6. Information Requested by the Committee/Committee Business

6.1 CBOC Annual Report Planning. The Committee designated a Sub-Committee composed of members Schertzer and Warner to spearhead the Annual Report preparation. Staff will provide the sub-Committee with a Report Draft based on previous year's format. The sub-committee will then review, modify and produce a final report to bring to the Committee on the 4/16/25 meeting for final review and approval. The report will be presented to the Board on the 5/20/25 Board Meeting.

6.2 The Committee discussed the frequency of meetings for the 25/26 FY as the District nears the end of Measure J funds. The CBOC agreed on quarterly meetings for fiscal year 25/26. A motion was made by Macedo, seconded by Warner. Roll call vote was taken. With seven ayes (Durban, Franklin, Hom, Loth, Macedo, Schertzer & Warner), zero nays and zero abstentions, the motion was approved. A draft 2025/26 annual calendar will be provided at the next meeting.

6.3 The Updated Committee Roster was distributed.

7. Next Meeting Dates

7.1 Annual Calendar Review for future meetings for 2024/2025 was distributed and reviewed.

7.2 The next regular meeting will be on Wednesday, April 16, 2025.

8. Adjournment

8.1 There being no further business, Schertzer motioned to adjourn the meeting, seconded by Loth. Roll call vote was taken. With seven ayes (Durban, Franklin, Hom, Loth, Macedo, Schertzer & Warner), zero nays and zero abstentions, the motion was approved and Durban adjourned the meeting at 7:05 pm.