

Sunnyvale School District

Citizens Bond Oversight & Parcel Tax Committee

1080 Mango Ave.  
Sunnyvale, CA 94087

April 26, 2024  
11:30 a.m.

**MINUTES**

Citizen Bond Oversight Committee Members:

Chair: Doug Kunz	Term (6/17/25)
Shane Jacksteit	Term (6/17/25)
Matt Brunnings	Term (6/17/25)
Kristine Kelly	Term (3/10/26)
Jose Leon	Term (3/09/25)

District

Representatives:

Michael Gallagher, Ed.D, Superintendent  
Arthur Cuffy, Chief Business Officer  
Brandt Burns, Director of Facilities and Operations  
Myron Kong, Capital Projects Manager  
Alia Wilson, District Communications Coordinator  
Jeanne Macayan, Accounting Assistant II  
Liz Chagoya, Department Admin., Operations

Board Members:

Bridget Watson, Board of Education Member  
Isabel Jubes-Flamerich, Board of Education Member

A. Roll Call

COMMENCED: 11:30 AM

B. Approval of Minutes of January 19, 2024

C. Introduction - Arthur Cuffy, Chief Business Officer

D. Measure BB Parcel Tax Expenditure Report - Arthur Cuffy, Chief Business Officer

- a. Kristine inquired about parcel tax numbers.
  - It's \$59 per parcel tax, set to expire in June 2025. This will be a BoE conversation but the thought would be to put it on the ballot measure to extend for the same terms for the next 8 years.  $\frac{2}{3}$  of the votes are needed to pass.
- b. Bridget, home owner is per parcel?
  - Arthur, yes, the majority.
- c. Doug asked Hollenbeck and Homestead to be entirely surrounded by the Cupertino school district. And the constituents are saying it's a lot closer to Cupertino to SESD, if there's any conversation about changing land, what impact would it have, it would be taking our parcel tax.
  - Mike replied apart from the parcel tax we have that as a revenue source. SESD does not plan on relinquishing those parcels at this time.
- d. Shane: as long as something has been established, it should stay.
  - Mike said it's been working well
- e. Shane - abbreviated, truncated report comment.
  - Arthur can change if CBOC requests.

E. Measure GG - Bond Projects Expenditure Report Quarter 3 - Brandt Burns, Director

- a. 0582 - Construction Management software
  - Brandt provided updates for the team. Explained what the software does.
  - Q3 has pre-qual registrations
- b. 0594 - Furniture refresh
  - Explained. Outdated furniture is updated. Split expenses with Cherry Chase.
- c. Doug also asked about funding for the furniture (Local funding).
  - Covered by principal discretion.
- d. Ellis Renovation - summarized current expenditures.
- e. 0616 - SME HVAC replacements
  - One more retention payout will be coming in the coming months
- f. 620 - EV connect
- g. 802- Summer project HVAC replacement,
  - Multi funded project, maint/bond. Q4 will have another pay application.
- h. 803- Same as above
  - You may also see DSA Payment costs will be incurred for G and H here.

- i. Food services Freezer -
    - Expansion of the Food Services department so a larger freezer was needed; the old one has not been replaced for 30 years. Aedis is project architect and bill monthly for design fees.
    - Total Project Cost \$1,200,000.
  - j. 810 - Renovations SMS Brandt explained summary of (LPA project) fees for all consult and so forth.
- F. Measure GG - Annual Expense and Revenue Summary - Brandt Burns, Director:
- a. Project 512
    - DSA closeout and other miscellaneous expenses
  - b. 0616 San Miguel HVAC  
HVAC costs updated
  - c. 0620 EVConnect
    - Expense updates
- G. Measure GG - Bond Projects Updates - Brandt Burns, Director & Myron Kong, Manager.
- a. Brandt shared rendering for SMS how the flow of the design will go. This will be a lease-leaseback delivery method for this project. Last night the board approved the final step of the maximum price .  
The allowances on this project are for unforeseen conditions, temporary housing relocation DSA changes, and any owner controlled allowances.  
Kristine, the timeline is all part of the bid.  
Isabel, new project will begin development
    - Brandt explained goals for projects.
    - Myron added and summarized the rendering for Sunnyvale MS
- H. Measure GG Issuance Timeline - Arthur Cuffy, Chief Business Officer:
- a. Series C Bond Issuance scheduled for June 15th Board meeting
  - b. Rating Agency Review and Presentation (Currently AAA rating)
  - c. Jeanne's attention to detail assisted in recognizing the issuance timing.
- I. Mike we changed "Citizen's Bond" to Community Bond Meeting.
- J. Future Meeting/Adjournment 12:50 p.m.
- a. New date: August 9th - 11:30 - 1:00 P.M. Liz to send calendar hold.
  - b. Location - Ellis Elementary
- Site Walk - Conducted prior to meeting (lunch was not made in time)