



OXNARD SCHOOL DISTRICT

1051 South A Street • Oxnard, CA 93030 • (805) 385-1501 • www.oxnardsd.org

MEETING NOTES CITIZENS BOND OVERSIGHT COMMITTEE February 28, 2024 • 5:30-6:30 P.M. • Board Room

Those in attendance are indicated by a √:

√	Christopher, Gaylaid	√	McLaughlin, Charles
√	Latimer, Lisa	√	Ray, Will Jr.
	Maria, Alyssa		Sepulveda, Carlos
	Staff:		
√	Mitchell, Valerie	√	Nunez, Patty
	Guests:	Via Zoom	Flores, Emilio (CFW)

Call to Order - Mr. Christopher called the meeting to order at 5:38 p.m. Attending virtually was Mr. Emilio Flores, Caldwell Flores Winters, Inc. (CFW) CEO, Program Manager for Oxnard School District.

Public Comment - None were received.

Additions to the Agenda - It was decided to move up agenda item #6 to #4. The change to the agenda was motioned by Mr. Christopher and seconded by Mr. McLaughlin. All were in favor, and the change to the agenda was made.

December 2023 Semi-Annual Implementation Program Update as an Adjustment to the Enhanced Master Construct Program -The Semi-Annual Report was emailed to the members on February 21, 2024 for their advanced review and a copy was provided during the meeting. Mr. Flores stated that this semi-annual report is presented to the Board in December and June and it is approved by the board at their August and January Board meetings. Mr. Flores shared PowerPoint presentation regarding the overview update on the various construction projects such as the continued Rose Avenue reconstruction project, activities for the reconstruction of Fremont Middle School, grant application for the new ECDC facilities at Marina West School by the State, new ECDC facility at Drifill, Rose Avenue & Marina West Schools, Transitional Kindergarten (TK) classrooms, modernization of Ritchen & McAuliffe Schools, etc. After the presentation, Mr. Flores asked if there were any questions. Mr. McLaughlin asked if the 40% of cost would come from the bond money. Mr. Flores said yes, basically any capital that the district has available can be utilized for as for match. Some funds can come out of bonds, facilities applications, developer fees, etc. Mr. Christopher asked since the TK being mandated, will the State be offering any more grant funds. Mr. Flores stated that it is an unfunded mandate and future grant funds are unknown and it is currently being negotiated between the legislature and governor. TK and Kindergarten are not mandatory, only first grade. We currently have a low TK enrollment. Mr. Christopher asked if there were any more questions, there were none.

Approval of November 2, 2023 Meeting Minutes - The November 2, 2023 meeting minutes were emailed to the members on February 21, 2024 for their advanced review and a copy was distributed during the meeting. Mr. Christopher asked if there were any questions, there were none. Ms. Latimer made a motion to accept the minutes as presented, seconded by Mr. McLaughlin. All were in favor and the minutes were approved as presented.

Review of Bond Expenses to Ensure that Proceeds are Expended Only for the Purposes Set Forth in the Ballot Measure - Measure D and Measure I Expenditure reports for the period of October 1, 2023 to December 31, 2023, were emailed to the members on February 21, 2024 for their advanced review and copies were provided during the meeting. Mr. Christopher asked if anyone had any questions. There was a discussion on the use of the term “certify” on the action statement. There was a suggestion to change it to “review and

approve". It was mentioned that this same inquiry had been discussed at a prior meeting and the decision was made to use the language that has been used for years. It was stated that legal counsel should provide their recommendation if there is a possibility to make the change the term in the future and if they could approve some items listed on the expenditure report, but not the entire expenditure report. The members stated that they approve to receive the bond counsel's response via email. A request was made to explain what "Budget Revision" meant. It was mentioned that there are four budget reports completed and presented to the Board for approval. After the Board approves these annual budget reports, changes are made and are reflected on these expenditure reports. A question came up on the how it is determined that 2% fee is paid to CFW. It was mentioned that the entry is a percentage base fee. Our district has several service agreements with CFW and this particular one is for program implementation services. It was mentioned that Measure D funds has been expended but interest amount may show up on the reports due to pending projects such as the Doris/Patterson and Seabridge projects. The amounts will be moved to Measure I account line. the These projects continue to remain on hold as the City of Oxnard and the Coastal Commission to conclude the permitting process and other issues.

Mr. Christopher asked the members for a motion of approval on the expenditure report: "*Action Item: Motion to Certify that Bond Proceeds from the period of October 1, 2023 to December 31, 2023, was Expended Only for the Purposes Set Forth in the Ballot Measure.*"

Ms. Latimer made a motion to certify the expenses for Measure D the period of October 1, 2023 to December 31, 2023, seconded by Mr. McLaughlin. All were in favor, and the expenditures were certified as presented.

Ms. Latimer made a motion to certify the expenses for Measure I the period of October 1, 2023 to December 31, 2023, seconded by Mr. McLaughlin. All were in favor, and the expenditures were certified as presented.

Revised 2024 Citizens Bond Oversight Committee Meeting Schedule - The revised 2024 Citizens Bond Oversight Committee Meeting Schedule was emailed to the members on February 21, 2024 and a copy was provided during the meeting. The June meeting date was changed to Tuesday, June 18th due to the regular OSD Board meeting scheduled on June 26th.

Annual Filing of Form 700 Statement of Economic Interests - The Annual Filing of Form 700 Statement of Economic Interests form and informational documents were emailed to the members on February 21, 2024 and a copy was provided during the meeting. Form 700 is due by April 1st, annually. The form is also completed when the designated staff is assumes the designated position and leaves the designated position. It was requested that the members complete the Form 700 and return it to the Business Services office by April 1st.

Election of New Chair - The nomination of Mr. Christopher as Chair, motion by Ms. Latimer and seconded by Mr. McLaughlin. All were in favor, and Mr. Christopher was appointed as Chair for this year.

Election of New Vice Chair - The nomination of Mr. McLaughlin as Vice Chair, motion by Mr. Ray Jr. and seconded by Mr. Christopher. All were in favor, and Mr. McLaughlin was appointed as Vice Chair for this year.

Other - Ms. Mitchell thanked the members for attending these meetings and participating. She also shared that we received a response from CDE regarding the term limits for committee members. They stated that our committee members would start over with a new set of terms under Measure I. A copy of the CBOC application was given to the members as a reminder that we have a representative vacancy in our Business Organization and if they know anyone that may be interested in joining our committee to please contact our office.

Future Agenda Items - Legal counsel's recommendation on action language at the next meeting on June 18th at 5:30pm.

Adjournment

The meeting adjourned at 6:55 p.m.

Respectfully Submitted, Patty Lomeli, Recorder