
MEASURE E BOND OVERSIGHT COMMITTEE REGULAR MEETING

DATE: September 10, 2025
TIME: **6:00 pm- Open Session**
PLACE: District Office
Hueneme Conference Room 2nd floor
1800 Solar Drive
Oxnard, CA 93030

The regular meeting of the Bond Committee will begin at 6:00 pm in the District Office Hueneme Conference Room located at 1800 Solar Drive, California. Pursuant to Government Code § 54956, no business other than what is set forth in this regular meeting agenda may be considered by the "Committee". In accordance with Government Code § 54954.3.

In accordance with requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Assistant Superintendent of Business Services' office at least two days before the meeting date.

A complete agenda packet is available at the District Office, 1800 Solar Drive, Oxnard, CA 93030, and 72 hours prior to a regular meeting. Bond Committee agendas and minutes are available on the District's website at www.oxnardunion.org.

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPTION OF AGENDA
4. ADOPTION OF MINUTES OF Regular Meeting June 11, 2025
5. AUDIENCE TO ADDRESS THE BOND COMMITTEE
 - a. Those persons wishing to address the Bond Committee may do so at this time. Individual presentations are limited to three (3) minutes each, or in the case of a group of people speaking on a specific item, ten (10) minutes will be permitted
6. STATUS REPORTS
 - a. Measure E Projects Update
 - b. Measure E Financials Update
7. INFORMATION
 - a. Site Visits
8. FUTURE MEETINGS
9. ITEMS FOR FUTURE CONSIDERATION
10. ADJOURNMENT

**Oxnard Union High School District
Measure E Bond Oversight Committee
Minutes of the Meeting**

Date: June 11, 2025

Time: 6:00 PM

Place: Teleconference

Members Present

Amanda Adams
Steven Auclair
Butch Britt
John Demers
Doug Emerson
Jordan Roberts
Abel Velasquez
Ronald Arruejo

Members Absent

EP Hadler
Scott Carroll
Elizabeth Ortega
Arturo Torres

Staff Present

Richard Urias
Sylvia Abu-Aita
Zachary Pusatere

Guests

1. Call to Order – Meeting called to order by Mr. Richard Urias at 6:03 PM.

2. Pledge of Allegiance – Mr. Emerson led the Pledge of Allegiance.

3. Adoption of Agenda

Upon a motion by Steven Auclair seconded by Jordan Roberts, the Committee adopted the agenda of June 11, 2025 Regular Committee meeting as presented, all in favor.

4. Adoption of Minutes

Upon a motion by Steven Auclair seconded by Doug Emerson, the Committee adopted the minutes of April 3, 2025 Regular Committee meeting as presented, all in favor.

5. Audience to Address the Bond Committee

No Comments

6. Status Reports

a. Measure E Projects Update *Mr. Urias introduced Zachary Pusatere, the Fiscal Compliance Supervisor for the Measure E Bond. Mr. Pusatere will be responsible for overseeing fiscal reporting and sharing related information.*

Prior to the passage of the Measure E Bond, we met with all school sites and developed an initial project list. Moving forward, we will work to confirm a comprehensive list of projects to be funded under the bond.

Mr. Urias reviewed the Measure E Bond Projects list, which includes both current and completed projects.

b. Measure E Financials Update – Mr. Pusatere reviewed the financials for Fiscal Years 2023–24 and 2024–25. He noted that some projects originally planned under Measure A in FY 2023–24 have rolled over into Measure E. The last remaining Measure A project is the HVAC system at Channel Islands High School.

Current Measure E projects include:

- Channel Islands High School HVAC
- Del Sol High School Stadium/Sports Fields
- Channel Islands High School Aquatic Center
- Pacifica High School Aquatic Center

A committee member inquired whether the portables currently on some of these sites are intended to be removed. Mr. Urias responded that, due to declining enrollment across the district, the need for portables has significantly decreased. Additionally, many of the existing portables are outdated and will be removed. He added that while OUHSD owns most of the portables, Channel Islands High School uses some that are leased.

Another committee member asked about district staff serving as consultants on Measure E projects. Mr. Urias emphasized that there is no conflict of interest, and this matter has already been reviewed in a Board meeting and with legal counsel, who confirmed that no conflict exists.

The committee also engaged in a discussion about the responsibilities of the Measure E Bond Oversight Committee. Members requested a more detailed financial report. Mr. Urias shared that Colbi Software will be used to provide a comprehensive breakdown of project costs, offering detailed financial reports by project.

Mr. Pusatere continued his step-by-step review of the financials for each project, with the list available on the website.

Mr. Urias reported that many projects still need to go out to bid. Each project requires 3 bids. Once the bidding process is initiated, the items must be presented to the District Board for approval before any work can begin. A committee member asked if these items could also be brought to the Measure E Committee, and Mr. Urias confirmed that they would be.

Mr. Urias reported that matching funds from the State for RCHS and all modernizations are expected to arrive in the Spring of 2026. Additionally, funds for the offsite improvements at Maulhardt—related to a development project for which the District previously paid the City—are also anticipated. Maulhardt will reimburse the District for half of that cost.

Mr. Urias discussed the process for presenting the Measure E Audit to the Board of Trustees in 2026. He explained that the Measure E Committee will have the opportunity to review and approve the audit before it is presented at the Board meeting.

7. Information - none

8. Future Meeting - The committee approved the following meeting dates:

September 10, 2025

All meetings at 6:00 PM. Location at 1800 Solar Drive, Oxnard Hueneme Conference Room 2nd floor.

9. Items for Future Consideration –

- The Committee requested a detailed financial list outlining the total estimated cost of all Measure E Projects, along with a breakdown of costs by site and individual project.
- Site Visits

10. Adjournment- Meeting adjourned at 7:31 PM.

MEASURE E UPDATE

General Obligation Facility Improvement Bond

Presented August 13, 2025

Prepared by: James Ketcham
Director Bond Projects and
Workforce Housing



OXNARD UNION HIGH SCHOOL DISTRICT

Creating Prosperity through Equity, Inquiry, and Wellness

MEASURE E - ORIGIN STORY

- Measure A was never intended to complete ALL needed capital projects
- Measure E placed on November, 2024 ballot after positive polling - 280 Million Dollar Tax Extension, General Obligation Bond
- December, 2024 - Bond Measure Passes
- March, 2024 - Bond Anticipation Note Issued
- May, 2024 - Director Bond Projects & Workforce Housing and Fiscal Compliance Supervisor hired
- Formation of the Measure E Citizens Bond Oversight Committee - Two Meetings Completed
- CIHS Pool & DSHS Playfield Construction Underway

MEASURE E IMPACT & BENEFITS

- Making Health, Safety, and Security Improvements
- Modernize, expand, construct CTE facilities
- Replace outdated HVAC, renovate plumbing, electrical
- Construct new classrooms and restrooms as needed
- Upgrades to building infrastructure systems including repair and/or installation of roofs, plumbing, HVAC, electrical, technology, and lighting
- Upgrade PE fields and facilities for school/community use
- Campus Equity
- Reduce carbon footprint, create Wellness spaces

PROJECTED MEASURE E FUNDING & OTHER FACILITY FUNDING SOURCES 2025-2033

MEASURE E & OTHER FUNDING SOURCES						
FUND	2025	Fall 2026	2027	2029	2031	2033
MEASURE E	72M BAN		73M (BAN Repay)	70M	70M	70M
Prop 2 - DSHS		+/- 73M				
Maulhardt			13.9M			
Prop 2 - RMHS			10.9M*			
Prop 2 - CIHS			10.9M*			
Prop 2 - ACHS				5.5M*		
Prop 2 - HHS				2.2M*		
Totals	72M	73M	35.7M	77.7M	70M	70M
* = Still in Draft Stage, estimated potential ceiling is 15M per school						

Prop 2 reimbursement revenue is driven by the state Office of Public School Construction (OPSC). Our goal is to maximize the amount in Draft status and then complete all the requirements needed to move the funding from Draft to In Process.

COMPLETED PROJECTS SUMMARY

Completed Measure E Projects		
Location	Project	Cost
DSHS	Buildings & Offsites	26.5M
ACHS, RMHS, HHS, OHS, PHS	HVAC	4.1M
CIHS	HVAC	8.5M
CIHS	Classroom & Gym Upgrades	39K
CIHS & PHS	Pool Site Work	285K
CIHS and 309 K Street	Demolition	150K
ACHS	Bus Barn	800K
ACHS	Parking Lot	80K
FHS	PE & Weight Room	1.4M
ACHS, CIHS, HHS, OHS, PHS	Portable Refresh	160K
HHS, OHS	Ramps & Handrail Refresh	110K
	TOTAL	43.294M

CURRENT PROJECTS OVERVIEW

Current Measure E Projects		
Location	Project	Cost
DSHS	Stadium & Playfields	51M**
CIHS	Aquatics Center	21M
CIHS	HVAC	1.25M
CIHS, RMHS, HHS	Exterior Painting	767K
RMHS	Aquatics Lockers	35K
PHS	Portable Demolition	26K
OHS	New Seating - G109	40K
RCHS	Pedestrian Walkway	180K
ACHS	Bus Barn	115K
ACHS	Wood Shop Dust Collector	250K
DO	Staffing	300K
	TOTAL	74.963M

** Represents Total Cost - Payment Schedule of 18M year one; 21M year two; 11.5M year three

FUTURE PROJECTS OVERVIEW

Next Up Future Measure E Projects		
Location	Project	Cost
PHS	Aquatics Center	21M
PHS	Roof Repairs	100K
PHS	Interior Painting	200K
PHS	Tennis Court Resurfacing	350K
Transportation Yard	Roof Replacement	150K
CIHS, RMHS, OHS	Greenscape for Wellness	600K
OHS, PHS, ACHS	Exterior Painting	1M
CIHS	Exterior Fencing	TBD
CIHS	Culinary Art Classroom/HVAC	2M
ACHS, HHS	Beach VB Courts	TBD
All Sites with Athletics	Baseball/Softball Upgrades	TBD
HHS, RMHS	Classroom Furniture	TBD
OHS, PHS	Performing Arts Center Refresh	TBD
All sites with Libraries	Library Refresh	TBD
RMHS	PAC/Traffic Study	TBD
RCCHS	Small Gym/Soccer/EWH Plan	TBD
ACHS, CIHS, HHS	Performing Arts Center	TBD
	Contingency Amount	7M

ADDITIONAL INFORMATION

- Citizen Bond Oversight Committee has conducted two meetings - next meeting scheduled for September 10 @ 6PM in Hueneme Rm @ District Office
- Citizen Bond Oversight Committee Officers to present their Annual Report to the Board at February 2026 meeting
- Upcoming approvals: August and September 2025 school board meetings
- Measure E Team meets bimonthly to update the strategic plan and ensure strong communication across the district
- **Focus efforts on maximizing Office of Public School Construction reimbursements for DSHS and recently renovated high schools**
- **Closely monitor current construction while developing cost proposals for Next Up Future Projects**

- Thank you for your attention
- We welcome your questions and feedback
- Contact: James Ketcham, Director of Bond Projects and Workforce Housing

QUESTIONS & DISCUSSION

As of 8/25/25

OPT Desc	LOC Desc	OBJ Desc	Sum of ACTUALS
Bus Barn	Adolfo Camarillo High (ACHS)	4 - Main Construction	\$459,457.76
		4 - Other Construction	\$247,931.87
	Adolfo Camarillo High (ACHS) Total		\$707,389.63
Bus Barn Total			\$707,389.63
Classroom	Channel Islands High (CIHS)	3 - Architect & Engineering	\$12,950.00
	Channel Islands High (CIHS) Total		\$12,950.00
Classroom Total			\$12,950.00
Demolition - Misc	Channel Islands High (CIHS)	4 - Demolition	\$90,412.40
		Channel Islands High (CIHS) Total	
	District Office or Centralized	4 - Demolition	\$23,843.61
District Office or Centralized Total		\$23,843.61	
Demolition - Misc Total			\$114,256.01
DSHS Construction	Del Sol High (DSHS)	1 - Enviromental Assessments	\$25,750.07
		1 - Surveying Costs	\$48,796.61
		3 - Architect & Engineering	\$598,261.64
		3 - Preliminary Tests	\$82,492.67
		4 - Construction Management	\$680,641.52
		4 - Construction Tests	\$6,475.00
		4 - Inspections	\$217,224.00
		4 - Labor Compliance Program	\$33,286.50
		4 - Main Construction	\$17,100,746.68
		4 - Other Construction	\$93,305.10
		4 - Project Inspector	\$45,470.71
		Land Improvements	\$33,462.25
		Del Sol High (DSHS) Total	
DSHS Construction Total			\$18,965,912.75
FHS Construction	Frontier High (FHS)	3 - Architect & Engineering	\$3,980.00
		4 - Other Construction	\$325,211.29
	Frontier High (FHS) Total		\$329,191.29
FHS Construction Total			\$329,191.29
Gym - Misc	Channel Islands High (CIHS)	4 - Other Construction	\$1,500.00
	Channel Islands High (CIHS) Total		\$1,500.00
Gym - Misc Total			\$1,500.00
Gym Lighting	Channel Islands High (CIHS)	4 - Other Construction	\$24,968.00
	Channel Islands High (CIHS) Total		\$24,968.00
Gym Lighting Total			\$24,968.00

HVAC Modernization	Adolfo Camarillo High (ACHS)	3 - Architect & Engineering	\$42,872.37
	Adolfo Camarillo High (ACHS) Total		\$42,872.37
	Channel Islands High (CIHS)	3 - Architect & Engineering	\$91,754.50
		3 - Preliminary Tests	\$20,865.50
		4 - Inspections	\$2,310.00
		4 - Main Construction	\$4,139,577.28
4 - Other Construction		\$15,710.00	
Channel Islands High (CIHS) Total		\$4,270,217.28	
Hueneme High (HHS)	3 - Architect & Engineering	\$25,781.04	
	Hueneme High (HHS) Total	\$25,781.04	
Pacifica High (PHS)	4 - Inspections	\$2,520.00	
	Pacifica High (PHS) Total	\$2,520.00	
HVAC Modernization Total			\$4,341,390.69
Measre E Projects	District Office or Centralized	Materials and Supplies	\$100.00
		Prof/Conslt Svcs & Operate Exp	\$164,062.61
		Svcs - NonClass Software/Subs	\$92,940.00
	District Office or Centralized Total		\$257,102.61
Measre E Projects Total			\$257,102.61
Pools	Channel Islands High (CIHS)	3 - Architect & Engineering	\$48,508.50
		3 - Preliminary Tests	\$25,174.00
		4 - Demolition	\$106,142.00
		4 - Project Inspector	\$2,875.00
	Channel Islands High (CIHS) Total		\$182,699.50
	Pacifica High (PHS)	3 - Architect & Engineering	\$11,648.75
3 - Preliminary Tests		\$12,000.00	
4 - Demolition		\$75,619.00	
4 - Project Inspector		\$2,875.00	
Pacifica High (PHS) Total		\$102,142.75	
Pools Total			\$284,842.25
Portables	Channel Islands High (CIHS)	4 - Other Construction	\$35,619.84
		Channel Islands High (CIHS) Total	\$35,619.84
	Hueneme High (HHS)	4 - Other Construction	\$20,553.84
		Hueneme High (HHS) Total	\$20,553.84
	Pacifica High (PHS)	4 - Other Construction	\$15,400.00
		Pacifica High (PHS) Total	\$15,400.00
Portables Total			\$71,573.68
Bond Director/Fiscal Supervisor	District Office or Centralized	Classified Management Salaries	\$40,664.49
		Health & Welfare Benefits, cla	\$3,761.44
		OASDI/Medicare/Alternative, cl	\$3,099.39
		PERS, classified positions	\$10,872.91
		SUI, classified positions	\$20.34
		Work Comp Ins, classified posi	\$630.81
	District Office or Centralized Total		\$59,049.38
Bond Director/Fiscal Supervisor Total			\$59,049.38
Grand Total			\$25,170,126.29