

**MINUTES OF
TRACY UNIFIED SCHOOL DISTRICT
CITIZENS' OVERSIGHT COMMITTEE
MEASURE O GENERAL OBLIGATION BONDS
*held on June 4, 2025, at 5:30 p.m.***

1. Call to Order

- Tania Salinas, Associate Superintendent of Business Services, called the meeting to order

2. Roll Call and Establishment of Quorum

CBOC Members' Present:

- Gregory Balfour – Citizen of Tracy; daughter attends Villalovoz
- Ted Guzman – Citizen of Tracy; former School Board Member
- Kelly Lewis – Citizen of Tracy; former School Board Member who served for 14 years
- Drew Stokes – Citizen of Tracy; current School Council Member at Williams; former Tracy Unified student and parent of five children currently enrolled in the district
- Ameni Alexander – Citizen of Tracy; former School Board President; spouse is currently serving on the School Board

Members Absent:

Maria Valenzuela, Casey Goodall, Rogelio Quintero

District Staff Present:

- Tania Salinas – Associate Superintendent of Business Services
- Carmine Sousa – Secretary to the Associate Superintendent of Business Services
- Donald Dias – Interim Director of Facilities
- Eloy Vento – Director of Facilities
- Brian Stephens – Former Tracy Unified Superintendent; retired two years ago, currently serving as a consultant for the district

3. Presentation by Bond Counsel: The Roles and Responsibilities of Bond Citizen Oversight Committees

Presenter(via Zoom): Courtney Jones, Partner at Jones Hall law firm

Jones Hall has provided legal services to Tracy Unified for many years, advising on various bond measures and school improvement projects. Over a year ago, the firm began working on Measure O, and its recent successful approval brought everyone together for this meeting. The first series of bonds will close tomorrow morning: of the \$190 million authorized, \$65 million will be issued. This marks an exciting milestone for the district.

Courtney noted that many board members appear to have served on bond committees before. However, she emphasized that her purpose tonight was to provide a legal refresher on the roles and responsibilities of the Citizens' Oversight Committee (COC)—why it exists and what is required under the law.

The presentation offered an overview of Proposition 39, which passed on November 7, 2000. Before Prop. 39, school bonds required a two-thirds vote for approval, a threshold that was difficult to meet. Prop. 39 reduced this requirement to 55%, making it easier to fund school facilities but also adding strict accountability requirements.

Under Prop. 39, districts must:

- Establish a Citizens' Oversight Committee
- Conduct annual financial and performance audits
- Ensure transparency in how bond proceeds are used

The COC must have at least seven members, appointed to represent specific categories, including:

- A business organization representative
- A senior citizens' organization representative
- A bona fide taxpayers' organization member
- A parent or guardian of a student enrolled in the district
- A parent active in the PTA or school council
- Two members of the general public

District employees, vendors, or consultants may not serve on the committee.

COC meetings must be open to the public, follow formal agendas, prepare minutes, and be held at least annually—more frequently if needed to effectively review bond spending. The COC's role is not to approve or manage projects, but to perform post-expenditure review to ensure that spending aligns with the voter-approved project list.

Bond funds cannot be used for:

- Teacher or administrative salaries (except for work directly tied to bond project administration)
- School operating expenses
- Supporting the COC (those costs must be covered by the district's general fund)

The COC must also issue at least one public report per year, summarizing its activities and findings based on its review of audits provided by the district.

Courtney emphasized the importance of legal compliance, transparency, and public trust in managing bond expenditures.

Member Q&A with Bond Counsel and District Staff:

Kelly Lewis: When does this commitment end?

Tania Salinas: Membership on this committee is for three years. However, if the bond project extends beyond that three-year commitment, we will bring in new members to continue oversight.

Drew Stokes: Does the district prioritize the projects?

Tania Salinas: Yes, with the first 5 million that we will receive, Don Dias, Interim of Facilities, will share what we hope to do.

Ameni Alexander: How much is the bond amount?

Tania Salinas: \$190 million

Ameni Alexander: How many years do the taxpayers have to pay?

Bond Counsel: The money is not given at the same time; it is done in series, one because the district may not have that many projects within the 3-year time frame to spend the \$190 million, and second, there are some limitations. 9-12 years is usually the time for a bond of this measure.

At 5:50 p.m., with no further questions from the committee, Counsel exited the Zoom meeting

4. **Report on the Bond Program:**

Tania introduced Don Dias, who spoke about the priority list they plan to use for allocating the first round of funds from Measure O.

The first order of business is the implementation plan for the master plan, which includes aligning all insurance coverage to ensure the funds are used efficiently and not depleted too quickly. The goal is also to ensure that projects are completed within the three-year requirement.

Currently, architectural designs for McKinley Elementary are under review. It will be a complete rebuilding of the site. The plan for McKinley Elementary's rebuilding involves constructing the new school on the south side of the campus while students remain in their current classrooms. Once the new building is completed, students will relocate, and the old building will then be demolished.

Monte Vista will undergo a combination of rebuilding and modifications. In addition, safety upgrades are in progress, including the implementation of Informacast — a system that includes new bells, speakers, intercoms, and other emergency communication tools.

HVAC upgrades are planned for some sites, along with the adoption of specialized software to monitor bond fund expenditures. The software program, developed by COLBI and invented by a former Chief Business Official (CBO), is designed to track spending on each project. Don has experience with the platform and supports its use.

Dr. Stephens noted that the biggest challenge is tracking bond funds and projects effectively. He expressed his support for exploring software solutions to assist with this process and is confident that such a program could be a valuable tool.

Drew asked whether the projects are expected to span approximately six years, and Don confirmed this timeline. He explained that the implementation plan is designed to monitor the budget, schedule, and allocation of funds throughout the duration.

Kelly inquired whether lease-backs are still being used for projects. Don responded that they are — depending on the project — and emphasized that lease-backs can save a significant amount of money compared to going out to bid.

Ameni asked how the funds were prioritized. Don explained that input came from the Board of Education, the bond committee, and the community, with the top two priorities being safety/security and HVAC. While community input is considered, an internal assessment is also conducted to determine site-specific needs, especially when they impact students and staff.

Drew commented that it sounds like there is a long list of desired versus required improvements across the school sites. The focus, he said, should remain on addressing the required items to ensure students have a safe and positive school experience.

Tania noted that this meeting was primarily organizational. She explained that in future meetings, the committee will receive updates on specific projects and total expenditures. She reminded members that their role is to ensure funds are being spent appropriately and align with approved projects. A major responsibility of the committee is to review financials. In March, members will review the financial audit to confirm that all practices are being followed correctly.

That brought the discussion to item #5 on the agenda.

5. **Identification of Chair and Vice Chair**

Tania opened the floor for nominations for Chair and Vice Chair of the committee. She asked if anyone would like to volunteer or nominate someone for either position.

Ameni nominated himself for the position of Chair.

Kelly Lewis also nominated himself for Chair.

Drew Stokes expressed interest in serving as Vice Chair.

Ted Guzman formally nominated Kelly Lewis for Chair, and Drew Stokes seconded the nomination. The committee voted, and Kelly Lewis was elected as Chair with no objections.

Following that, Ted Guzman nominated Drew Stokes for Vice Chair, and Kelly Lewis seconded the nomination. The committee voted, and Drew Stokes was elected as Vice Chair with no objections.

6. **Determination of Next Meeting Date**

•October 22, 2025, at 6:00 P.M. in the boardroom.

7. **Public Comment** – No members of the public were present at this meeting; therefore, no public comments were received.

8. **Adjourn:** 6:41 P.M.

[Note: As required pursuant to Education Code Section 15280, the minutes of this meeting will be posted on the District's internet web site]