

SAN YSIDRO SCHOOL DISTRICT
4350 Otay Mesa Road, San Ysidro, CA 92173

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
Thursday, August 24, 2023 at 6:00 p.m.

MINUTES

Pursuant to Government Code Sections 54954 and 54954.2 and Education Code Section 35140, the Regular Meeting of the San Ysidro School District - Citizen's Bond Oversight Committee will be held on **Thursday, August 24, 2023 at 6:00 p.m.**, to conduct its business meeting at **San Ysidro School District - Education Center / Board Room, 4350 Otay Mesa Road, San Ysidro, CA 92173**. Any meeting participant who engages in disorderly conduct which disturbs the peace and good order of the meeting, or refuses to comply with the lawful orders of the Board may be ordered removed from the meeting, and may be guilty of a misdemeanor (Cal. Penal Code Sec. 403).

THIS MEETING WILL BE RECORDED

1. CALL TO ORDER By: Chairman, Mr. Macedo Time: 6:03 p.m.

2. ROLL CALL by Marilyn Adrianzen, SYSD Chief Business Official

Ricardo Macedo, Chairperson - Present
Gloria McKearney, Vice Chairperson - Present
Hilario Rodriguez, Member - Present
Kenneth Johnson, Member - Absent
Juan Morales, Member - Present
Daniela Armstrong, Member - Present
Vacant, Member

3. FLAG SALUTE By Chairman, Mr. Macedo

4. AGENDA

Corrections and additions to the agenda.

The Committee approved the agenda for the meeting with the following changes/corrections:

- Change Committee Member's name from Daniela Ureta to Daniela Armstrong
- Correct Minutes of June 15, 2023, #14b) to read ...Community Flyer will be provided to the Committee.

Motion: Rodriguez Second: McKearney Vote: 5/0

5. PUBLIC COMMENT/COMMUNICATIONS WITH THE CITIZENS' BOND OVERSIGHT COMMITTEE

PLEASE SUBMIT PUBLIC COMMENT FORMS PRIOR TO START OF MEETING

Per Board Policy #9323, three (3) minutes may be allotted to each speaker and five (5) minutes for organizations to address **all of their items**. If translation services are required, please state that, and an additional one (1) minute will be allotted. **When called, approach the lectern and give your name.**

The public has the opportunity to address the Committee on any item appearing on the agenda or not on the agenda. Persons wishing to address the Board are asked to fill out a **Public Comment Form** located at the sign-in area, and submit the completed form to the administrative assistant prior to the start of the meeting. Those who have a group concern are encouraged to select a spokesperson to address the Committee. A copy of the full agenda is available for view at the District Office located at 4350 Otay Mesa Road, San Ysidro, California. Also, on the district's website: www.sysdschools.org.

No public comments.

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6. REPORTS/PRESENTATIONS

- 6.1** Committee's Governance Review/Orientation of the Brown Act and Robert's Rules of Order - By Mr. Tyree Dorward of Best Best & Krieger *Mr. Dorward provided a Governance review and orientation of the Brown Act and Robert's Rules of Order. New Committee Members, Mr. Morales and Ms. Armstrong were present.*

7. MINUTES

The Committee approved the Minutes of the Citizen's Bond Oversight Committee Meeting of June 15, 2023 with the correction on item 14b to read: Community Flyer will be provided to the Committee.

Motion: McKearney Second: Rodriguez Vote: 5/0

8. EXPENDITURE REPORT (Adrianzen)

Information only. *Ms. Adrianzen provided an update on the Bond expenditures as of August 21, 2023 and shared the sale of Series B for both Measures T & U.*

- *Dale Scott to provide information on future Bond sales, i.e., Series C, etc.*
- *Bids for Playground Installation for La Mirada and Smythe are currently taking place and can be monitored at www.Colbisecurebids.com and subscribe to the item and receive updates when posted.*
- *Overall, the projects are in planning.*
- *Banners were installed at each school site (including the Beyer site) informing the community that Bond projects will be coming soon.*
- *The legal requirement that Bids can be open to the public is a minimum of 15 days. Oftentimes longer is better to get more bids and better competition.*
- *Can Bond funds be used in District offices or only at schools? If the bond has that language, yes you can use it for that. If the bond language does not have that language, other funds will be used.*

9. INFORMATIONAL ITEMS (Adrianzen)

- a) Sale of Bonds - Series B *Ms. Adrianzen shared that the sale of Measure T (\$15,000,000) and Measure U (\$15,000,000). On August 1, 2023, the District received the funds.*
- b) Bond Audit Firm RFP - Information *The District is reaching out to at least 3 bond audit firms requesting proposals for fiscal year 2023-24. When proposals are received they will be brought forward to the Committee.*
- c) BOC Vacancies - update *The Senior Group representative vacancy has not been filled. The District continues to recruit for this position to be filled. District has reached out to the SY Women's Club and the Hearts and Hands Organization.*
- d) Community Flyer - update - *Community Flyer has been mailed out via U.S. Mail recently to the community and to BOC Members. Member Morales received the flyer already. Members should be receiving it soon and will let District staff know when/if received.*

Questions:

- Bidding Process: What is considered a successful bid? How does the selection process work?
- Safety: Is someone going to be hired for safety? *Division of State Architects (DSA) Project inspectors are assigned for different levels of projects, and permits are required before work can start. For large projects, such as hospitals and school districts, these are under continuous inspections and compliant with the Field Act (Safety Act). Other internal safety measures during the construction process, the District will install safety fences, barriers and other necessary items for the safety of students, staff and the community.*

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10. FUTURE AGENDA ITEM REQUESTS

Committee members can request that an item be added in the agenda for a future BOC meeting. If the Committee agrees to add a specific bond related item to the agenda, the item will be included in the upcoming meeting.

- Solicitation Process: Process for professional services, RFQs, and RFPs; Who puts together the solicitation? Who writes them? How is the evaluation done (District staff, others outside of District and/or a combination of both). How long are they (the bids, RFQ, RFP, etc.) available to the public? Is the process standardized? Legal parameters.

Motion: Rodriguez Second: McKearney Vote: 5/0

11. OTHER: None

12. ADJOURNMENT Time: 7:13 p.m.

Motion: Rodriguez Second: Morales Vote: 5/0

Respectfully Submitted,

/s/

Marilyn Adrianzen,
Chief Business Official

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, In order to participate in the public meetings of the District's Citizen's Bond Oversight Committee Meetings, please contact the office of the District's Chief Business Official at (619) 428-4476. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability. Notification 72 hours prior to the meeting for Spanish translation services at the Committee meeting may also be requested by contacting (619) 428-4476 extension 3003. *(Si requiere servicio de traducción a español para la Junta del Comité, necesita solicitar estos servicios 72 horas antes de la junta. Favor de llamar al 619-428-4476 x3003.)*

BOC Approved: 03-20-24