

**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 Additionally, many of the existing portables are outdated and will be removed.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.