Minutes of the Measure I Citizens' Bond Oversight Committee
October 30, 2023, 6:00pm
Bay Farm School – Room 701
200 Aughinbaugh Way, Alameda, CA

PRESENT:

Committee members:
John Baum (Parent Representative)
Sarah Olaes (At-Large)
Caroline Brossard (At-Large)
Rohit Reddy (Taxpayer Org)
Neil Dandavati (Parent and Active in PTA)
Mike McMahon (At-Large)
Jennifer Bullock (At-Large)

Staff members:
Shariq Khan, Assistant Superintendent
Steve Chonel, Fiscal Director
Robbie Lyng, Sr. Director of Construction
Bernadette Gard, Dept. Office Specialist
Pedro Mora, Project Manager
James Tu, Budget Analyst

Absent: Liana Hamilton (At-Large)

A. CALL TO ORDER

The meeting was called to order at 6:03 p.m. by Sarah Olaes, Committee Vice-Chairperson.

Member Olaes opened the meeting in remembrance of Don Sherratt, who was our Chair of the Committee since the beginning. Don was a long-standing member of the Alameda Unified School District and huge volunteer of the community. Member Olaes wanted to take a moment to pay respects to his family and to Don, who passed away earlier this year. She wanted to hold this meeting in honor of Don Sherratt.

B. INTRODUCTION OF SUBCOMMITTEE MEMBERS

Introductions were made around the room of the committee members and district staff members. There was note made of the 3 new committee members attending for the first time. Several committee members also paid their respects to Don Sherratt as they introduced themselves and spoke about his commitment to the school district.

C. MODIFICATIONS OF AGENDA (Action)

There was a motion to adopt the October 30, 2023, agenda:

Motion: Member Olaes Motion second: Member McMahon

The motion to adopt the agenda was approved 7 to 0.

D. APPROVAL OF MINUTES

1. March 23, 2023, meeting (Action)

- Minutes from the March 23, 2023, meeting was considered and there was a motion to adopt the minutes as presented.

  Motion: Member Baum Motion second: Member Reddy

  The motion to adopt the minutes was approved 7 to 0.

E. BUSINESS ITEMS

1. Election of Committee Chairperson and Vice Chairperson (10 Mins/Action)

- Member Olaes explained that we can accept nominators or self-nominations for the positions of Chair and Vice Chair.
- Member McMahon self-nominated himself to the position of Chairperson and stated that he is more than happy to take the Chairperson job. Member Olaes asked if there are any other nominations and there were no other nominations.
  Member Olaes makes a motion to accept Mike McMahon as unopposed to stand as the committee Chair.

  Motion: Member Olaes Motion second: Member Baum

  The motion to approve the position of Chairperson was approved 7 to 0.
- Member Olaes asks if there is anyone who would like to serve as Vice Chair. Member Baum self-nominated himself to serve as Vice Chair. Member Olaes asked if there is anyone else who would like to serve. There were no other nominations and Member Olaes asked for a motion to accept Member Baum as Vice Chair.

  Motion: Member McMahon Motion second: Member Olaes

  The motion to approve the position of Vice Chairperson was approved 7 to 0.

2. Review of Bylaws and Brown Act by Seth Eckstein, F3 Law (15 Mins/Information)

- Shariq Khan introduced the item and explained that due to their being a few new members in the group, staff wanted to review the Bylaws and the Brown Act and introduced Seth Eckstein from F3Law.
- Mr. Eckstein handed out a presentation and talked about the Brown Act and how it applies to the Committee. Mr. Eckstein reviewed the Brown Act and the Government Code. The idea of the Brown Act is to be open and is a requirement that we are transparent, and all committee members are subject to compliance. Mr. Eckstein explained what constitutes a legislative body and that we must follow all procedures for meetings, the procedures that go along with it and what are violations of the Brown Act. Mr. Eckstein explained the difference between serial communication and talking about committee business with members. Mr. Eckstein explained meeting agendas and how only items on the agenda can be talked about at a meeting. New business that has not been properly placed on the agenda cannot be discussed. Mr. Eckstein reviews the Bylaws. The Bylaws state a specific number of meetings – at least once a year but no more than once a quarter. Meetings must be accessible to the public and agendas

should be posted on the website. Public comments can be made on agenda items before or during items as they are up for consideration. The general idea of the bond oversight committee is to Inform the public, review the expenditures from bond proceeds, prepare an annual report and to assist the board related to bond projects. Mr. Eckstein pointed out the roles of the committee and potential conflicts of interest.

3. Measure I 2022-2023 Project Expenditures (10 Mins/Information)

- Mr. Khan presented the project expenditures for the Measure I bond for 2022-2023. He explained that we updated the Bylaws so that we now have one committee looking at both Measure I and Measure B expenditures, but we keep them separate in 2 separate Agenda items. Mr. Khan explained that Measure I is coming to an end and the spreadsheet summarizes all the Measure I expenditures since its first year in 2014-2015. Mr. Khan states that we spent $8M last year and goes on the review the details of the $8M spent. Mr. Khan mentioned that one of the last significant projects left in Measure I will be at the Longfellow campus which will include upgrading the HVAC system and electric service. The Committee asked questions and discussed which projects will use the remaining Measure I funds, including the lock project and the fencing for the Encinal and Alameda high schools. The Committee asked about which other projects were safety related in addition to fencing. Mr. Khan explained that fencing is a large part of the safety standards and is a project that is done at all sites around the district.

4. Measure B 2022-2023 Project Expenditures (10 Mins/Information)

- Mr. Khan presented the expenditures for Measure B which is around $760K. There was no construction in 2022-2023 for Measure B. Mr. Khan explained that most of the money spent on Measure B projects during this fiscal year was planning money. There was a discussion about interest rates and the cost of bond issuances.

5. Project Update (10 Mins/Information)

- Mr. Lyng presented the Bond Project Update for Measure I and Measure B projects. He talked about the project at Bay Farm School, including the piles that were dug approximately 33 feet into the foundation for the new classroom building. Mr. Lyng talked about the outside learning spaces built at Bay Farm like the spaces that were built at Encinal High School. Mr. Lyng also presented the modernization project at Earhart Elementary School, which included upgrading the restrooms, new exterior lighting, new windows and drainage around the campus. He also talked about the District-wide Safe School Locks Project.
- There was a question and discussion about the annual report and when it will be presented to the board. Mr. Khan talked about when the audit report will be available to the committee.
- Mr. Lyng presented the new projects which will be starting for Measure B including the Lum Demolition and Temporary Campus, Wood Middle School New Campus, Alameda

High School Swim Center, Kofman Auditorium Stage Upgrades, and the Encinal Jr./Sr. High School Stadium and Field Renovation.

F. NEW BUSINESS

1. Committee Review of 22-23 Audit report

- Mr. Khan explained that the Bond Oversight Committee had expressed interest in reviewing the Audit Report prior to the Board accepting the Audit Report. There was discussion about the logistics around meeting to review the audit report before the January 23rd board meeting and a suggestion was made to send out possible meeting dates. The deadline for the auditors to submit the report to the state is December 15th. It was decided that the committee would attempt to hold a meeting in early January before the January board meeting to review the audit report.

G. ADJOURNMENT

There was a motion made to adjourn the meeting.

Motion: Member Olaes Motion second: Member McMahon

The meeting was adjourned at 7:54 pm.