Minutes of the Measure I Citizens' Bond Oversight Committee
March 23, 2023, 6:00pm
Alameda Unified School District
2060 Challenger Drive, Alameda, Ca 94501
Ballena Conference Room

PRESENT:

Committee members:
Don Sherratt, Chairperson (Senior Citizen)
John Baum (Parent Representative)
Caroline Brossard (At-Large)
Rohit Reddy (Taxpayer Org)

Staff members:
Shariq Khan, Chief Business Officer
Steve Chonel, Fiscal Director
Bernadette Gard, Staff Secretary II – Const.
Robbie Lyng, Sr. Director of Construction
Ruth Boyd, Project Manager
Pedro Mora, Project Manager

Absent: Liana Hans (Business Representative)
Sarah Olaes (At-Large)

A. CALL TO ORDER

The meeting was called to order at 6:08 p.m. by Don Sherratt, Committee Chairperson.

B. INTRODUCTION OF MEMBERS

Introductions were made around the room of the committee members and district staff members.

C. MODIFICATIONS OF AGENDA (Action)

- There was a motion to adopt the March 23, 2023, agenda:
  Motion: Member Baum Motion second: Member Reddy

The motion to adopt the agenda was approved 4 to 0.

D. APPROVAL OF MINUTES

1. October 12, 2022, meeting (Action)

- Minutes from the October 12, 2022, meeting was considered. It was noted that there was one typo in the minutes that will be corrected for final version.
  There was a motion to adopt the minutes.
  Motion: Member Reddy Motion second: Member Baum

The motion to adopt the minutes was approved 4 to 0.

E. BUSINESS ITEMS

1. 2021-2022 Measure I Audit Report (15 Mins/Information)

- Mr. Ngo reviewed the results of the Audit report. He stated that the financial statements were reviewed, and that the information was consistent with the actuals. There were no audit adjustments. There was a question about the independent auditor's report and if the testing showed that the funds were spent following the

guidelines of Proposition 39. Mr. Ngo explained that the bond financial statements audited the balances of Measure I. The performance audit is the report where the expenditures are tested to determine whether the district spent the funds in accordance with Prop 39. Mr. Ngo explained the difference between the 2 reports, that one is the financial statements and the other is the performance audit. The findings show the conclusion that that there were no deficiencies and that this was a clean audit.

- There was a discussion about the timing of the audit and when it is presented to the school board and the committee. There was a question about whether the audit should be presented to the committee first before the board. Mr. Ngo stated that districts differ in the timing of the presentation of the audit to the board and the committee, and it is based on the district's policy. Mr. Khan confirms that Alameda Unified presents to the committee as an information item not an action item. The audit is presented to the board as an action item as the timing is tight and the report must be taken to the board at the beginning of January so that it can be submitted to the county. The committee discussed how in the future the committee would like to review the audit as an information item prior to the board acting to approve the audit.

2. 2021-2022 Bond Oversight Committee's Annual Report (20 Mins/Action)

- The committee's annual report is reviewed. Member Sherratt requested that the presentation of the report be shared by the committee members. He stated that he would like to introduce the item and present the chairperson's letter and then went on to assign the slides to the other members of the committee. The committee confirmed that they will present to the board on April 25th at 6:45pm. District confirmed that the annual report will be prepared into slide format and then sent out to the committee for review and preparation. The committee discussed which schools should be included and shown in the report.
- Member Broussard brought up the topic of the timing and shifting of the meeting schedule and there was another discussion about moving the meeting from November to January. Mr. Khan explained that the committee needs to meet in October so that they can be given the financials before it is reviewed by the auditors. He explained that the next meeting after the October meeting can take place in January, which would be in the third quarter and then the meeting to discuss the annual report should happen after April 1st.
- The committee also discussed and decided that Member Broussard and Member Reddy would be sent the report to review after any changes were made.
- There was a motion to approve the report, subject to the changes made and final review.

  Motion: Member Baum Motion second: Member Reddy

  The motion to approve the report was approved.
- The committee requested that the bylaws be emailed out to the committee again.

3. Project Update (10 Mins/Information)

- Mr. Lyng provided the project update. There was a discussion about the upcoming lock project and Mr. Lyng explained that doors and locks will be replaced with safe school locks. Mr. Lyng explained what safe school are and how they work.
- There was a question about the name of Love School and how it is referenced in the project update still as Haight School. It was decided that for presentation purposes and board meetings the name will be referenced as Love (formerly Haight) School.

F. NEW BUSINESS

- Member Sherratt inquired about 2 upcoming projects in the district which have come up in his talks with community members – Lum School property and Kofman Auditorium. Mr. Khan explained that the Lum School site will be used as temporary housing for the upcoming construction at Wood Middle School and after the Wood project, the district plans to use the campus as temporary housing for Otis School. The plan is to demolish the Lum school buildings and create a temporary housing campus at the site. Construction will start in January of 2024 and is part of the new bond. Once the need for a temporary campus is no longer needed, the site will be home to the new Alameda High School athletic field.
- Mr. Khan explained the upcoming project at the Kofman Auditorium, how it will be closed during construction and as part of the project the auditorium stage, lighting and sound will be upgraded.
- Member Baum asked about the possibility of site visits to some of the projects and if members can walk some of the sites where projects are being done or completed, specifically Bay Farm School. Staff stated that touring the sites after school hours can be arranged and coordinated with staff.
- Member Broussard asked about the aging facilities at Nea and Academy of Alameda and where those facilities stand on the priority list about future work at the sites. Mr. Khan explained that there is no work planned at Nea and Academy of Alameda included with this bond. The leases for the charter schools are up in 2025 or 2026 and upon renewing their leases, the charter schools will present any facility needs and requirements.
- Mr. Khan brought up the matter of Member Sherratt resigning his chairperson position after the Measure I projects are completed and that it will take a few more years to closeout Measure I. For the next meeting the oversight committee will be merged, and they will review both Measure I and Measure B expenditures and Member Sherratt will only be participating in the Measure I expenditure reviews and projects. Staff talked about the applications for new bond oversight committee members on the AUSD website and that the district is actively accepting applications.

G. ADJOURNMENT

- There was a motion to adjourn the meeting.
  Motion: Member Baum Motion second: Member Reddy

  The motion to adjourn the meeting was approved.
- The meeting was adjourned at 8:02 pm.