# CABRILLO UNIFIED SCHOOL DISTRICT

**September 17, 2024**

# Measure M & S
# Facilities Bond & Parcel Tax Citizens' Oversight Committee Minutes

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**September 17, 2024 (6:30 PM)**

**Please join the meeting on your computer, tablet, or smartphone.**
**Meeting Link**

**You can also dial in using your phone.**
United States: +1-301-715-8592

**Access Code:** 178261

# Measure M & S Facilities Bond & Parcel Tax Citizens' Oversight Committee Minutes

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1. **CALL TO ORDER - 6:30 PM**

2. **ROLL CALL/QUORUM**

x Mr. Mike Alifano, Chair
x Ms. Kendra Holland, Co-Chair
x Ms. Lisa Zanette, Secretary
____ Mr. Zachary Bennington
x Ms. Leni Liakos
x Ms. Breanna Lafontaine
x Mr. Hirotaka Ellis
x Mr. Roger Anchartechahar, Bond Program Manager
x Ms. Jennifer Marsh, Chief Business Officer
____ Mrs. Amber Lee-Alva, Superintendent
Also attending: Peter Cerneka Holly Lynne

3. **PLEDGE OF ALLEGIANCE**

4. **ADOPTION OF AGENDA AS PRESENTED/AMENDED**

Motion: Leni_____ Second: Hiro_____ Vote: 8-0_____

5. **COMMENTS FROM THE PUBLIC RELATED TO ITEMS NOT ON THIS AGENDA**

**NOTICE TO THE PUBLIC ABOUT COMMENTS**

Members of the audience will be given an opportunity to address the Committee at this time on matters not on the agenda. The Chairperson will recognize those members of the audience who wish to address the Committee. The Committee reserves the right to limit the time of presentations by individuals (three minutes) and to limit cumulative time (twenty minutes) when there are multiple speakers addressing the same issue. No action may be taken on matters not on the agenda.

6. **INFORMATION/DISCUSSION AND POSSIBLE ACTION ITEMS**

a. **New Projects/Approved Spending by the Governing Board**

i. August 8, 2024, Phase I Studio W Contract Amendment
ii. September 12, 2024, Bid Award for HMBHS Drainage & Hillside Remediation Project

- Jennifer Marsh's team will be adding board adopted items relating to bond measures to the Oversight Committee agendas.
- Where did the increases come from? The state board is more detailed than architect plans provided. Cost and materials had gone up. When advertising engineers estimate for bid, they tend to be on the low side to attract more bidders. Also, the design evolved over time.
- Who requested the updates to FV? The site and DO based on needs and review. Roger reviews request changes with DO and the DO decides on changes.
- Many on the committee express concerns regarding process, checks and balances. There is a desire to improve and implement process to improve effectiveness.
- Hillside project attracted 11 bidders, 4 preapproved. Scheduled to be completed on 11/15/2024

b. **Measure M Expenditure Reports:** July 1, 2024 – September 1, 2024
The following reports will be presented to the Oversight Committee.

i. Bond Financial Summary Report
ii. Bond Detail Activity Report
iii. Bond Project Expenditures Report

- Expenditures reviewed

c. **Parcel Tax Expenditure Reports:** July 1, 2024 – September 1, 2024
The following reports will be presented to the Oversight Committee.

i. Parcel Tax Summary Report
ii. Parcel Tax Program Report
iii. Parcel Tax Detail Report

- Question regarding administration vs. administrators. Administration refers to employees who do administrative work but are not administrators.
- Measure I in effect until 2028.

Motion: Mike_____Second Leni_____Vote 8-0_____

7. **APPROVE MINUTES OF THE JULY 9, 2024 COMMITTEE MEETING**

a. Minutes July 9, 2024

Motion: Leni_____Second: Mike_____Vote: 8-0_____

8. **DISCUSSION ITEM**

a. New Member Welcome

- Welcome to Hiro!

b. Term Limits/Bylaws

- Mike hasn't had time to review bylaws with DO. Should be prepared for November.

c. Project Updates

CUSD Comprehensive Bond Program Report

- FV building A is 99%. Building B is 15%
- Issues with lighting, keys, and events. IT is in progress.
- Movie night will have (problematic) lights on for the event only, then will be shut down.
- Vanir will share construction update reviews monthly with the committee. Holly will follow up.
- Is 30% soft cost typical? It isn't atypical.
- Fund 40 is still shown in this packet because the board has not yet voted on a transfer.
- What is the Fund 40 balance? Is there oversight on these funds? Why are items such as the Hillside project taken from the bond (Fund 21) rather than other funds (Fund 40)?
- Jennifer appreciates the questions and discussion as she continues to grow into the position.
- Is the district continuing to investigate qualifying state money for site improvements/construction? Jennifer will follow up.

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9 **ADJOURNMENT OF THE MEETING**

Time: 8:09_____P.M.