CABRILLO UNIFIED SCHOOL DISTRICT

November 19, 2024

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

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November 19, 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: +1 312-626-6799

Access Code: 312086

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

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

2. **ROLL CALL/QUORUM**

___Ms. Kendra Holland, Chair
x___Ms. Lisa Zanette, Secretary
___Mr. Zachary Bennington
x___Ms. Leni Liakos
x___Ms. Breanna Lafontaine
x___Mr. Hiro Ellis
x___Mr. Roger Anchartechahar, Bond Program Manager
x___Ms. Jennifer Marsh, Chief Business Officer
___Mr. Jeff Harding, Interim Superintendent
Also attending: Holly Lynne, Paul Pham, Lauren Wilson

3. **PLEDGE OF ALLEGIANCE**

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

Motion: Breanna_____Second: Leni_____Vote: 5-0_____

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) **Audit Report 2023 – 2024 Chavan & Associates**

- **Paul Pham from Chavan and Assoc. presented the annual audit report. Notable findings- 1 oversight committee member exceeded term limits.**

b) **Recent Board Items**

i. October 10, 2024, El Granada School Parking Lot Review

- Board recently voted to remove 5 parking lot lights from plan. Responding to concerns of light pollution.

c) **Measure M Expenditure Reports:** July 1, 2024 – October 31, 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

- Leni would like to request, again, expenditures by site when possible. Jennifer has this on her list of to-do's, but other time sensitive items have recently taken priority.

d) **Parcel Tax Expenditure Reports:** July 1, 2024 – October 31, 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

- Jennifer doesn't have a date of when the new parcel tax revenues can be expected.

Motion: Hiro_____Second Breanna_____Vote 5-0_____

7. **APPROVE MINUTES OF THE SEPTEMBER 17, 2024 COMMITTEE MEETING**

a) Minutes September 17, 2024

Motion: Leni_____Second: Hiro_____Vote: 5-0_____

8. **DISCUSSION ITEMS**

a. Project Updates (Roger)

- EG Phase 2 with DSA. After review will continue with pricing.
- Sink hole at HMB High needs 1 more concrete pour before completion.
- FV ($28,151,503) Building A and parking lot complete. Shade structure is underway. Building B is underway.
- EG ($22,803,287) Building C is under construction. Playground is complete. Modernization plans are in progress.
- Q: Are there regulatory requirements for parking lot lighting? No, not a code requirement. Walkway lights are ADA required.

- Is there/can there be a consistent and reliable source for future community input? Input for the current plans came from community members, board president, facilities, design team, campus interests. There was a construction committee, a lot of input. ADA compliance played into plans. How do you prioritize all this input? Most vocal without contradiction.
- Q: What is the criteria or how is it decided when to use Fund 21 vs. Fund 40 vs. Developer Fees? Currently, there is no criteria or process.
- Q: Are meetings quarterly? Will need to schedule remainder of meetings for 2025. Next meeting is set for Feb. 4th at 6:30pm.

b. Membership

- Update of current members with term dates. Mike Alifano timed out. Will need to recruit.

c. Annual Report to Board 12/12/2024

- Kendra will report at December board meeting.

d. Term Limits/Bylaws Term Limits/Bylaws

- Holly looking into current Bylaws. Will update.

9. **ADJOURNMENT OF THE MEETING**

Time: 8:00_____P.M.