

**Citizen Oversight Committee – Measures O & L  
San Mateo Union High School District  
Meeting Minutes**

Meeting Date: December 15, 2021  
Place: District Office via Zoom, 650 N. Delaware Street, San Mateo  
Time: 5:30 pm  
Prepared by: Rose Chai, Executive Coordinator

**Citizen Oversight Committee members in attendance:**

Simon Mazzola (SM) Erica Lyons (EL)  
Wanda Horton (WH) Mike Loy (ML)  
Michael Kennedy (MK)

**SMUHSD Staff and Board of Trustees members in attendance:**

Yancy Hawkins, Associate Superintendent, Chief Business Officer (YH)  
Jose Quintana, Capital Facilities Manager (JQ)  
Rose Chai, Executive Coordinator to the Associate Superintendent, Chief Business Officer (RC)  
Ligia Andrade-Zuniga, Board Trustee (LZ)

**Others in attendance:**

Todd Lee, Greystone West (TL)  
David Casnocha, Bond Counsel, Stradling Yocca Carlson & Rauth (DC)

**Members not in attendance:**

Robert Griffin, Board President (RG)  
Sherry Haber (SH)  
Neal Kaufman (NK)

**NOTES:**

**1. Meeting was called to order at 5:33 P.M.**

1. Introductions..... Yancy Hawkins (YH) Begins the meeting by asking everyone to introduce himself or herself and address if they are a Committee Member or Staff.
2. Public Comment ..... Simon Mazzola  
No public comment.
3. Approve Minutes from May and October COC Meetings..... Simon Mazzola (SM) addresses approval of the May 12, 2021 and October 9, 2021 meeting minutes by vote. (SM) makes a motion to approve the two meeting meetings.

May 12, 2021 Meeting Minutes

(SM) Motion to approve, (ML) Seconds the Motion, (MK) abstained with a note that he was not in attendance, (EL) approved with a note she was not in attendance, (WH) approves with a note she was not in attendance. Motion passes 3-0-1.

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(SM) Motion to approve, (ML) Seconds the motion with a note that he was not in

attendance, (MK) approved with a note that he was not in attendance, (EL) approved with a note that she was not in attendance, (WH) approves with a note that she was not in attendance. Motion passes 4-0-0.

4. Role of Citizen's Oversight Committee and Measure L & O Bond Language and Project Lists .....David Casnocha, Bond Counsel (DC) presented the committee with the roles and responsibilities of the committee. (DC) presented a detailed summary of the Board approved COC Bylaws.
5. Projects Update: Measures O & L.....Todd Lee (TL) Runs through presentation of project in development or construction.
  - a. Measure L
    - Hillsdale High School Exterior Skin (Transite Panels) scheduled for DSA January 14, 2022
    - Mills High School Exterior Skin (Transite Panels) scheduled for DSA January 14, 2022
    - Aragon High School Exterior Skin (Transite Panels) scheduled for DSA January 14, 2022
    - Burlingame High School HVAC – DSA backcheck appointment December 23, 2021, Lease-Leaseback Method
    - Districtwide PA Replacement out to bid in January and awarded at February Board Meeting
    - HHS Domestic Waterline Replacement out to bid in January and awarded at February Board Meeting
    - HVAC Improve MHS 300 Wing to take place summer of 2022
    - Mills High School Athletic Complex to be completed in winter of 2022
    - Capuchino High School Athletic Complex to be completed in summer of 2022
6. Items for Next Agenda .....Simon Mazzola
7. Set Next Regular Meeting Date (January 26 or January 27)  
Confirmed January 26 at 5:30pm

**f. Adjournment - Meeting adjourned at 7:12pm**

**END OF MEETING MINUTES**