

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

Meeting Date: September 17, 2018  
Place: District Office, 640 N. Delaware Street, San Mateo  
Time: 5:00 pm  
Prepared by: Pam Martinez, Executive Coordinator

**Citizen Oversight Committee members**

**in attendance:**

Sherry Haber (SH)                      Cindy Montgomery (CM)  
Don Freeman (DF)                      Pat Griffin (PG)  
Marc Friedman (MF)

**not in attendance:**

Kerry Hyman (KH)  
Mike Loy (ML)

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

Elizabeth McManus, Deputy Superintendent Business Services (EM)  
Debbie Arobio, Capital Facilities Fiscal/Purchasing Manager (DA)  
Pam Martinez, Executive Coordinator to the Deputy Superintendent, Business Services (PC)

**Others in attendance:**

Todd Lee, Greystone West (TL)

**NOTES:**

**A. Meeting was called to order at 5:00 P.M.**

**B. Approval of Minutes**

1. (CM) motion to approve and (SH) seconded. May 29, 2018 minutes were approved and recorded.

**C. Projects Update**

1. (TL) updated committee on status of ongoing projects.
  - i. New District Office – (TL) stated the project is 99% completed and there are a couple of items lingering that need to be completed in addition to the parking lot. The parking lot is estimated to be completed by end of November 2018 and there will be approximately 65 parking spaces available. (LM) stated that they are pushing forward as much as possible to get this completed before winter arrives and the rain season begins as we want to be ready for the student enrollment period that begins in December 2018.
  - ii. PHS: (LM) stated that the architectural designs will be completed in November 2018. The demolition is set to begin in May 2019 and the estimated date to open will be for Fall 2020. She stated that there continues to be work in progress with the owner at Hinckley and we will start the negotiating process as the owner continues to disagree on the price and the appraised value. The rebuilding of office suites and kitchen will begin in February 2019 at the 839 Hinckley site. Currently, the Hinckley site is bare and all workstations and contents have been removed for construction.

- iii. BHS PA System: (TL) informed us that a state of the art public address system is being installed at the Burlingame High School stadium
- iv. AHS Turf Replacement: (TL) stated that the stadium fields are over 10 years old. (TL) informed the group work at the sites began the week of June 4<sup>th</sup>. AHS replaced both the carpet on the artificial turf. Aragon had a leaking irrigation system and was muddy underneath and it was challenging to find the leak. It took about two weeks to identify where the leak began. Construction crew had to dig and have the area be dry before any type of work commenced.
- v. AHS softball/baseball backstop: (TL) informed the group that the backstop was replaced. In the past, it's been cost prohibitive by the architect; however, if you separate the project into two phases/pieces it's easier to get it approved by DSA.
- vi. CHS Science Classrooms: (TL) informed the group that the modernization of the 6 classrooms was completed. This project consists of updating 7 labs at CHS. Given the past needs of teachers for standard size labs and the need for updated technology, this project was long overdue. Teachers and students were elated and stated what a difference it was to have the new modular, "it's like night and day".
- vii. BHS Modular Classrooms: (TL) informed that there will be a total of 3 portable classrooms at BHS. The new buildings will be in place on concrete slabs and a concrete exterior. (MF) asked how long they are estimated to last and (TL) responded approximately 30 years. (TL) stated that they are not fancy but they are warm, safe and dry.
- viii. BHS Swimming Pool: (LM) informed the group that the pool essentially was a problem child from the start. The construction of the original pool was inferior and built to standard practices. There are a series of problems with the existing pool, one of them being the underwater light niches and floor inlets have corrosion. The concrete pool shell for the competition pool was constructed in 2000 and it's 18 years old. (CM) stated that the original pool was constructed based on a family donation and posed the question if the COC needed to provide a recommendation to get a new pool. (DF) chimed in and informed the group that the pool is used from 5:00 am to 9:00 pm daily and that the only downtime he believes the pool gets is during the holiday season for Christmas. The question (LM) raised is "do we repair the existing pool shell or replace all of it and start from scratch?" She stated that she would be meeting with the City of Burlingame manager next and see where both sides can meet to an agreement of what next steps will be taken to address the situation.
- ix. HHS Administration Modification: (TL) stated that we will be installing new cabinetry and new paint and replaced a small section of the roof. The work began the week of June 25, 2018. Project came in just below budget and is now complete.
- x. HHS Boiler: (TL) explained that we will be removing one giant boiler and replacing and installing eight small boilers.
- xi. AHS Boiler: (TL) stated that a new boiler needs to be installed at the Performance Art Center at Aragon High School. Project is underway.
- xii. SMHS Tuck Pointing: (TL) explained that San Mateo High School has an old filtration system located in the music building. We repaired the mortar in between the bricks and replaced the grout that fell out. The project will be complete in December 2018.

- xiii. SMHS Lockers: (TL) stated that San Mateo High School is in need of 400 new lockers. Installation of lockers occurred during the summer after summer school ended. Aragon High School is now looking into implementing the same lockers at their site as they have gatekeeping issues at their campus. Project is complete.

**D. June 21, 2018 Annual Report Board Presentation**

1. (CM) informed the group that she presented on behalf of the COC group the annual report to the board on June 21, 2018 and made certain to include the COC's recommendation of transite panel testing at the school sites mostly impacted.

**E. Measures M & O Financial Update**

1. (DA) went over Measure and O financials.

**F. Hillsdale High School Transite Panel Tour**

1. (EM) informed the group that the board read the report and agreed that testing needed to be conducted first to assess how severe the situation was at the school sites. There has been no date set on when the testing would begin, but performing the test during the winter break would be an option as the campuses would be vacant. (EM) stated that if HHS comes back clean on the test, then we can possibly assume, AHS and MHS will be okay. The transite test costs approximately a couple thousand dollars. The remediation of the transite issue could potentially costs \$65 million dollars. (CM) added that (SM) felt that as a parent how critical it is to remediate this issue. (PG) stated that the COC recommendation could be to pursue a new bond measure and include the remediation of the transite panels at the school sites.

**G. Items for Next Agenda**

1. BHS Pool Modernization Project
2. Transite Panel Testing
3. **Set Next Regular Meeting Date:** The next meeting date will be Tuesday, December 4, 2018 at 5:30 P.M. at 650 N. Delaware Street.

**H. Adjournment**

1. Meeting adjourned at 7:00 PM and (LM) then provided a tour of the new district office.

**END OF MEETING MINUTES**