

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

Meeting Date: December 2, 2015  
Place: District Office, Conference Room A  
Time: 5:30 PM  
Prepared By: Lisa Stanton, Exec. Coordinator to the Deputy Supt. Business Services

**Citizen Oversight Committee members**

**in attendance:**

Pat Griffin (PG)                      Mike Loy (ML)  
Don Freeman (DF)                  Lori Whitney (LW)  
Jonathan Ng (JN)

**not in attendance:**

Lee Manus-McNutt (LM)  
Brian Beswick (BB)

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

Bob Griffin, Board Trustee (BG)  
Elizabeth McManus, Deputy Superintendent Business Services (EM)  
Debbie Arobio, Capital Facilities Fiscal Manager (DA)  
Lisa Stanton, Executive Coordinator (LS)

**Others in attendance:**

Adam Coll, Greystone West (AC)

**NOTES:**

**A. Meeting was called to order at 5:35 p.m.**

**B. Approval of Minutes**

1. September 17, 2015 minutes were approved 5-0.

**C. Update of recent relevant board action items**

1. (DF) inquired as to what has recently transpired with regard to direction of the Board and purchasing property. (EM) stated that the Board recently approved moving forward with purchasing a Hinkley property for \$4.6M to house facilities use, maintenance/operations, student nutrition and technology. The 13,000 square foot building appeared appropriate for these departments.
2. (EM) also added that the new District Office will be constructed at its existing location with temporary housing logistics to be worked out.
3. (EM) shared that there was also a 4 – 1 vote of the Board of Trustees to move forward with a feasibility study to pursue installing teacher housing at the Pencrest site. No information has been ascertained about the possibility of this project at this time.
4. (EM) informed all that the determination of where the Alternative School is still unknown. The enrollment has dropped significantly since the original construction cost targeted a student population of 350. This reduces the facility cost.
5. (EM) informed all that the District is currently in design and pursuing installing lights at 5 of the 6 stadium fields. BHS already has lights so this site will not be part of the design. AHS, CHS, HHS, MHS and SMHS are all under design. The designs though will have to go through a comprehensive environmental review prior to being allowed to install them at the fields.

**D. Project Update M&O**

1. (AC) informed all that the BHS 2 story Home Economics and Special Ed building was opened. The site is slowly taking occupancy with complete occupancy scheduled for the 2015/2016 winter break.
2. The HHS new L Classroom building is underway. Site Grading and some underground utilities have been installed. The contractor is currently installing the foundation system with structural steel scheduled for late February.
3. The design of the HHS modernization of the existing science labs is currently underway.
4. The District office programming is complete and design will begin immediately.
5. Construction of the Hinkley project is scheduled to start summer of 2016.

**E. Review Budget and Actuals to Date**

1. (DA) reviewed budgets for all Measure M & O capital projects.
2. BHS new classroom building is now complete.
3. Measure M has come to a close. (PG) and (DF) asked what the Measure M balance is. DA responded and reported that \$1.9M is available for future projects.

**F. Litigation Update**

1. (EM) informed all that the litigation of Measure M is now complete.

**G. Haven Program**

1. (EM) updated the committee on the District's Haven program and informed all that the program appears well suited at the Pencrest Site because of its isolation.

**H. Items for Next Agenda**

1. (AC) presented new and updated costs to remove the existing transite paneling and single pane glazing at AHS, MHS and HHS. The committee asked that (AC) remove AHS from the cost estimate and revise so that only the areas in poor condition be priced. (AC) to provide a new cost estimate for the next meeting.
2. COC members may submit any topics that they would like placed on the agenda to Lisa Stanton, 650.558.2204 or [lstanton@smuhdsd.org](mailto:lstanton@smuhdsd.org)

**I. Set Next Regular Meeting Date**

1. The *tentative* next meeting date will be Wednesday February 24th at 5:30 p.m.

**J. Adjournment**

1. Meeting was adjourned at 7:15 PM.

**END OF MEETING MINUTES**