

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

Meeting Date: September 29, 2016  
Place: District Office, Conference Room A  
Time: 5:30 PM  
Prepared by: Maritsa Chew, Executive Coordinator to the Deputy Superintendent of  
Business Services. Business Services

**Citizen Oversight Committee members**

**in attendance:**

Pat Griffin (PG)	Cindy Montgomery (CM)
Don Freeman (DF)	Lori Whitney (LW)
Jonathan Ng (JN)	Lee Manus-McNutt (LM)
Mike Loy (ML)	Brian Beswick (BB)

**not in attendance:**

Bob Griffin

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

Elizabeth McManus, Deputy Superintendent Business Services (EM)  
Debbie Arobio, Capital Facilities Fiscal/Purchasing Manager (DA)  
Maritsa Chew, Executive Coordinator to the Deputy Superintendent, Business Services (MC)

**Others in attendance:**

Linda Lees Dwyer, Board of Trustees (LLD)  
Adam Coll, Greystone West (AC)

**NOTES:**

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

**B. Approval of Minutes**

1. Prior to the approval of the May 19, 2016 minutes, in regards to the pool deck lights at Mills, (JN) commented that they were inadequate for holding nighttime activities. (AC) explained that the lighting was never intended for nighttime activities and would have to go through the EIR process and CEQA to hold events at night. (AC) also commented that it was discussed with staff that Mills High was to hold no nighttime events. After this discussion (PG) motion to approve and Lori Whitney seconded. May 19, 2016 minutes were approved 8-0.

**C. Projects Update: Measure O**

1. **Hillsdale High School New Classroom:**(AC) stated that the new classroom at Hillsdale is 75% complete for a cost of \$26.1M and will open in February, 2017.
2. **Aragon CTE Building:** This project (5.4M) is scheduled to be completed in May of 2017.
3. **Stadium Lights:** (AC) informed the group that the stadium light project came in at \$7.8 million, \$5.3M from RDA funds. All five sites will be completed by February, 2017.
4. **Hinckley:** This facility will house the temporary District Office, is on budget and will serve as the new permanent facility for the Maintenance and Operations Department. The remodel included a new roof and mechanical modifications.

5. **Projects in Design-New District Office:** The new District Office is slated to be complete in August, 2018. Three contractors were chosen to go into final interviews for the project. They were: Lathrop Construction, Alten Construction and Cahill Construction. The panel selected Cahill Construction for the project. This company also did the San Mateo Performing Arts Center and came in \$800,000 under the original budget. Another project in design is the existing science classrooms at Hillsdale High School. This remodel is scheduled for completion in September of 2017.
6. **Review Measure M & O Budgets to Date:** (DA) provided two spreadsheets depicting the Measure M & Measure O Capital Facility Costs as of August 31, 2016. Currently, there is a \$1,935,160.00 balance in the Measure M balance.
7. **Measure O Update:** (EM) gave an update on Peninsula High School. Their current facility needs to be modernized, but it would take \$24.4M at a minimum. Peninsula High School is not going up to Crestmoor so a new facility needs to be found for these students, most of whom are credit deficient. Ron Campana would like a Mini-school, approximately 1.5 acres and suggested that the kids leave at 1:00 p.m. (EM) suggested an office building with proximity to possible employment opportunities, ideally two minutes from the airport. In regards to the BHS Science Room Conversion, (EM) stated that there is a shortage of classrooms at BHS. There is a CAD classroom that could go back to where it originally was situated to make room for the science room classroom. This would be a less expensive fix and accommodate the 1400 square feet needed for the science classroom. This is slated to be done over the summer of 2017. The COC board agreed that in regards to the Transite Paneling issues, something must be done soon. In regards to Mills High School, children keep hitting balls against the panels thus loosening the binding materials in the panels. In regards to Hillsdale High School, rodents are crawling in and Aragon has its issues as well. (EM) stated that the board is aware of the situation and the necessity to address it sooner than later. (AC) stated that Greystone was going to encapsulate it, but due to a recent code change, discussion remains as to whether they need to be pulled out and what the final product would be. It should also be noted that codes have changed. (LW) articulated that she thought the board was going to allocate funds for these fixes. (LLD) stated that the committee should present the board with pictures so that they can see the severity of the situation. (EM) stated that the cost is approximately \$20M to remediate all sites. Framing this issue as a "Health and Safety" issue may enact greater attention to this issue. (AC) said that he sees asbestos in every school that has been built in the 70s and that this issue is constantly prevalent at school sites.
8. **COC Annual Report:** (EM) presented a draft version of the COC Annual Report. (DF) requested that the committee direct their comments to him first for review. All comments need to be turned in by 10/7/16 so that a final draft may be produced for the 10/20/16 Governing Board Meeting. He will then produce a final draft for (EM) to review.
9. **Update on Housing Project:** (EM) discussed the proposed Employee Housing Project which is slated to be placed on the Mills High School Campus near the soccer field. The facilities will include 1-2 bedroom apartments and provide wonderful accessibility to BART and SAMTRANS. This access to transportation affords the the opportunity to travel to San Francisco affordably and safely. The need for this housing was perpetuated by the fact that 40% of SMUHSD staff are over the age of 50. This affordable housing option will facilitate younger staff to stay in place for 7 years to afford the opportunity to utilize monies saved for a down payment for a home. Canada College and the College of San Mateo both have affordable housing

for staff. An outside property management firm would be employed to manage the facility. In addition, the District will work with local lenders and local officials to ensure the viability and excitement for the project. On 10/20/16, the board will look at this proposed \$65M concept and discuss possible funding avenues.

**10. Bond Refinancing:** The District had a successful bond refinancing in September, saving the taxpayers \$20M.

**11. Items for Next Agenda:** COC members may submit any topics that they would like placed on the agenda to Maritsa Chew, 650.558.2204 or [mchew@smuhsd.org](mailto:mchew@smuhsd.org).

**12. Set Next Regular Meeting Date:** The *tentative* next meeting date will be in December 8, 2016.

**D. Adjournment**

1. Meeting was adjourned at 7:30 PM.

**END OF MEETING MINUTES**