

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

Meeting Date: May 29, 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) Mike Loy (ML)
Simon Mazzola (SM)

not in attendance:

Pat Griffin (PG)
Kerry Hyman (KH)

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. District Office Tour:

1. (EM) led the group through a district tour of the construction site of the new building. After the tour, the group met back at the “old” district office site (640 N. Delaware Street) and began the meeting.

C. Approval of Minutes

1. (DF) motion to approve and (SM) seconded. March 26, 2018 minutes were approved and recorded.

D. Projects Update

1. (TL) updated committee on status of ongoing projects.
 - i. New District Office – (TL) stated the project is in progress and updated the group with the new move-in date of July 20, 2018. The project continues to be within our budget. Furniture is set to be delivered the week of June 20, 2018.
 - ii. HHS and AHS Turf Replacement: (TL) stated that the stadium fields are over 10 years old. (TL) informed the group work to replace the field turf for both sites begins the week of June 4th. Both projects are on budget.
 - iii. CHS Science Classrooms: (TL) informed the group that the modernization of the 6 classrooms was awarded and it’s just under budget. 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 is long overdue. Work is expected to be completed by the first week when school resumes.

- iv. BHS Modular Classrooms: (TL) informed that there will be a total of 3 portable classrooms at BHS. Work is set to begin the first week of June 2018. The new buildings will be in place on concrete slabs and a concrete exterior. The estimated timeline for completion is by early July 2018.
- v. SMHS Lockers: (TL) stated that San Mateo High is in need of 400 new lockers. Installation of lockers is scheduled for the week of July 13, 2018 after summer school ends. Project came in below budget.
- vi. AHS Boiler: (TL) stated that a new boiler needs to be installed at the Performance Art Center at Aragon High School. Originally, we did not receive any bids and had to put it out to bid again. We then received three bidders for the project and are in the process of working with them. Project came in \$30K over budget.
- vii. HHS Boiler: (TL) explained that we will be removing one giant boiler and replacing and installing eight small boilers. The project budget is \$1.2 million and we only received one single bidder. The project came right on budget and work begins week of June 4, 2018.
- viii. HHS Admin Modification: (TL) stated that we will be installing new cabinetry and new paint. The work is scheduled to begin the week of June 25, 2018. Project came in just below budget.
- ix. SMHS Tuck Pointing: (TL) explained that San Mateo High School has an old water infiltration system located in the music building. We repaired the mortar in between the bricks and replaced the grout that fell out. (TL) informed the group that the project was just completed.
- x. SMHS Clock Tower: (TL) stated that this is a small project and the work begins the week of July 13, 2018 after summer school ends. Project budget is set at \$130K.
- xi. Peninsula High School – (EM) provided a status update on the new Alternative High School site and informed the group we filed eminent domain and are teeing up the process for next steps. The district hired a relocation specialist to work with the property owner. (EM) stated that the district is willing to pay full price for the property and given that the property owner is now operating a business at the site, this potentially can increase the sale price. We continue to hold a tentative date for demolition of the building on April 2019. Target date for school completion of the building is August 2020.

E. Measures M & O Financial Update

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

F. Hillsdale High School Transite Panel Tour

- 1. (EM) thanked those who attended the Hillsdale High School transite panel tour held back in April 2018. The Board decided that they did not want to proceed with an introduction of a new bond measure that would cover a variety of five facility categories, one of which could include repairing the transite panels at three school sites. (SM) raised a question if we can conduct a study to find out what temporary measure the district can implement to address the transite panels. (TL) responded to (SM) and stated that there is not much you can do to repair the transite panels on a small budget. Most of the repairs are costly and it might be beneficial at that point to tear the building down and start from scratch. (SM) asked what the life cycle of the building was at this point. (TL) responded that a majority of these school sites were built back in the 1960s, for example Burlingame High School is over 100 years old. (TL) informed the group that a new building for a school site costs approximately

\$250M for a new high school. The panels continue to not be a priority for the Board; however, the COC will be inserting a paragraph in the annual report that mentions the importance of finding a solution to this issue.

G. Potential New Bond

1. (EM) provided a status update on the board agenda item approving the election of a polling firm presented to the board on April 19, 2018. She provided background information regarding the potential new bond measure to refresh everyone's memories. She had met with two pollsters regarding a potential new bond measure that would go on the ballot in November 2018. (EM) informed us that San Bruno is doing a bond measure for their elementary school and wanted to ensure that our potential bond measure didn't impact San Bruno's. (EM) explained the five facility categories for potential capital facilities projects which would consist of 1) education, 2) sustainability, 3) safety, 4) modernizations and 5) facilities for enrollment growth. Ultimately, the board decided not to proceed with approving the motion to proceed with conducting a poll during the summer.

H. Annual Report

1. (EM) provided drafts of the annual report to the group and reviewed the report with them. (SM) added that we needed to insert a paragraph in the annual report regarding asbestos testing for the transite panels at the school sites. He stated that we needed to make a strong recommendation to the board they need to test them. Paragraphs focusing on the testing of the transite panels were suggested to be added on page 4 of the report.

I. Items for Next Agenda

1. Discuss outcome of annual report presented to the board on June 21, 2018.
2. PHS update
3. New District Office Tour scheduled for same day of next meeting.
4. **Set Next Regular Meeting Date:** The next meeting date will be Monday September 17, 2018 at 5:00 P.M. at 650 N. Delaware Street. We will take a tour of the new district office construction site and then resume our meeting at the existing building at 650 N. Delaware Street.

J. Adjournment

1. Meeting adjourned at 7:00 PM.

END OF MEETING MINUTES