

**Micheline G. Miglis**  
Superintendent

**Lucinda L. Abbott**  
Assistant Superintendent  
Business Services



**Board Members**  
Terry Hickey Banks  
Jaclyn Phuong Fabre  
Alicia Morales Jacobson  
Michelle Robertson  
Andy Sheaffer

# Carpinteria Unified School District

**Measure U Bond**  
**Citizens' Bond Oversight Committee**  
**Measure U**  
**Tuesday, April 19, 2016 at 5:30 PM**  
**Meeting Minutes**

**1. Call to Order**

The Measure U Citizens' Bond Oversight Committee (CBOC) meeting was called to order at 5:33 P.M. by Chair, Marybeth Carty.

**Flag Salute – Pledge of Allegiance**

**2. Roll Call**

Measure U (CBOC) Members present:

- Marybeth Carty, business representative
- Christie Cooney, parent and PTA representative
- Manuel (Wally) Burquez, at-large community member
- Clyde Freeman, parent representative
- Paul Foley, senior citizens group representative
- Aaron Lent, taxpayer organization member
- Paul Pettine, at-large community member

Carpinteria Unified School District (CUSD) representatives present:

- Cindy Abbott, Assistant Superintendent
- David Weniger, Director of Facilities and Operations
- Lina Plascencia, Planning Specialist

Carpinteria Unified School District (CUSD) representatives not present:

- Micheline G. Miglis, Superintendent

**3. Public Comment**

None.

**4. Review and Approval of January 19, 2016 Minutes**

Upon a motion by Chair, Marybeth Carty, seconded by Committee Member, Wally Burquez, the (CBOC) Members unanimously approved the Minutes of the January 19, 2016 Measure U Citizens' Bond Oversight Committee Meeting, as presented.

**5. Select terms of office and nominations**

Will table to next agenda. Terms have expired as of March 10, 2016 for committee members Marybeth Carty and Aaron Lent. In accordance with the Bylaw Section 5.4 Term, "Members whose terms have expired may continue to serve on the Committee until a successor has been appointed." A member of the bond counsel has been contacted for direction.

**6. Financial Report Update**

Cindy Abbott provided two (2) handouts.

A. Budget Detail

- Project Administration total expensed to date is \$414,979.07 through 2/29/16.
- Each site contains a budget detail summary sheet listing the current consultants, etc.
- CHS Locker project reflects a remaining balance that will be expended once the 5% retention is released after 30 days from the date the Notice Completion was filed.
- Committee members reiterated request for addition of a column for a description of work on the financial report and to receive the financial reports in advance for review.
- Cindy Abbott clarified the fees associated with Griffith & Thornburgh were legal fees based in developing the architectural contracts and agreements.
- Committee Member references that Aliso School does not reference a budget for hazardous material.
- Committee member inquired about CCP projects in budget detail in light of non-profit incorporation process. Cindy Abbott confirmed that CUSD will still own the property and facility. Allocation of MU funds may be discussed in greater detail in the future.
- Committee member references that many local contractors are being used.



- B. Measure U 2014 Revenue/Expenditure Summary as of February 29, 2016
- Cindy Abbott references total payments to date through 2/29/16 are \$724,855.30
  - Cindy Abbott references that bond money has been expended since April 2015 with a resolution from the board approving to use MU funds to cover salaries, etc.
  - Committee member inquired if there was a way to project expenditures for the upcoming year. Cindy Abbott stated that a future budget and estimate of expenditures would be possible to provide once the board approves and established priority projects. A detailed board study session date has not been set.
7. **Director of Facilities and Operations Report (For reporting purpose only)**  
David Weniger provided two (2) handouts.
- A. Director of Facilities and Operations Report & Planning Department Contract Report
- David Weniger discussed proposed summer projects listed. He referenced the bleachers will be part of the ADA project. He stated all projects must be board approved and adhere to the public bidding process. Projects are scheduled to be completed prior to the commencement of the 16/17 school year.
8. **Future Agenda Items**
- Select terms of office and nominations
  - Communication plan update
9. **Questions/Comments/Discussion**
- Cindy Abbott discussed that construction finance software was purchased and charged to MU. The amount includes an implementation fee of \$20,000 and an annual fee of \$10,000. Expenses were proven to be less expensive over the life of the bond with having the financial information tracked in-house.
  - Committee member inquired if there was a specific first project in mind to be the first presented to the board. David Weniger responded that there is no specific project in mind. All projects will be presented at the April 26<sup>th</sup>, 2016 board meeting at the same time. Cindy Abbott explained there will be a comprehensive presentation by the architects including site plans, key projects and they will generate preliminary budgets.
  - Committee member suggested to possibly have a monthly communication.



- Cindy Abbott will follow up on getting an advertisement in announcing the upcoming board meeting and architect presentation.
- Cindy Abbott stated that the auditors will work on both the CUSD and MU reports and should be available December 15, 2016.
- Cindy Abbott stated this will be her last meeting and will be retiring as of June 30, 2016.

**10. Adjournment**

Meeting adjourned at 6:31 P.M.

Next meeting scheduled for July 19, 2016 at 5:30 P.M.

Accepted:

Maupeth Amy  
Chair  
Lina Plascencia  
Clerk – Planning Specialist

7-19-16  
Date  
7.19.16  
Date

