



ACALANES UNION HIGH SCHOOL DISTRICT
1212 Pleasant Hill Road, Lafayette, CA 94549
MEASURE E CITIZENS' OVERSIGHT COMMITTEE

Thursday, October 18, 2018
7:00 PM, District Office Boardroom

Meeting Minutes

<u>Call the Meeting to Order</u>	The meeting was called to order at 7:10 PM.
<u>Approval of Agenda</u>	It was moved by Ms. Bettis and seconded by Mr. Robertson that the agenda be approved as presented.
<u>Approval of Minutes</u>	It was moved by Ms. Bettis and seconded by Ms. Breber that the minutes from January 18, 2018 be approved.
<u>Members Present</u>	Liz Bettis, Sandy Breber Phil Newsom, Chair Michael Robertson, Vice-Chair
<u>Members Absent</u>	John DiBene Lisa Sun
<u>Staff Present</u>	Julie Bautista, Chief Business Official Glenn Pena, Director of Fiscal Services Dave Humphrey, Director of Facilities
<u>Public Comments</u>	There were no public comments.
<u>Review Change Order</u>	Mr. Humphrey reviewed a Change Order for the roofing project of building 100 at Las Lomas High School. Roofing project was necessitated by dry rot.
<u>Review Notices of Completion</u>	Mr. Humphrey reviewed two Notices of Completion (NOC) with the Committee: one for the roofing project at building 100 at Las Lomas High School; the other for the district-wide Prop 39 project - paid for by State funding, with the remaining balance by Measure E, going back to 2014.
<u>Measure E FY 17-18 Final Report</u>	Ms. Bautista spoke to the Measure E Final Report, for period ending June 30, 2018. This is also the report the committee will be presenting to the Board of Education on December 12, 2018. With projects pretty much completed, she turned her attention to financial details. The district started with \$6M in the Technology Endowment in 2008 and currently shows an ending fund balance of \$1,001,966 as of June 30, 2018. During this time, our investments have been managed by the county treasury that follows all applicable policies and ed code requirements when making investments on behalf of school districts under their purview. Over the years, with diligent investment strategies, we have gained approximately \$500,000 in interest.

<p><u>Measure E Quarterly Report</u></p>	<p>As per the Measure E Quarterly report for the period ending September 30, 2018, we only have the technology endowment in the amount of \$632,333 remaining. We started with \$1,001,966 on July 1, 2018 and have made most purchases for the year for \$371,304. Proposal was made to report out in September 2019 as a final Measure E Report. Auditors are to be consulted.</p>
<p><u>2017-18 Draft Audit Report</u></p>	<p>Auditors dialed in to present the draft audit report. Heather Daud Rubio from Christy White Associates reported on the financial portion and the performance portion of the audit. As part of the audit, firm makes sure that citizens' oversight committee is in place, with the right number of committee members and meetings being held.</p>
<p><u>Measure E Program Update</u></p>	<p>Ms. Bautista reported on the Measure E Program, highlighting total bonds issued to date: \$81.6M with a remaining authorization of approximately \$11.3M. She provided update on the debt schedule, District Assessed Value (AV) History and current and projected tax rate per \$100K of AV.</p>
<p><u>2017-18 Draft Measure E Annual Report</u></p>	<p>Committee discussed the draft 17-18 annual report, provided minor revisions and approved the report for the Board presentation. Committee agreed to present to the Board on December 12, 2018.</p>
<p><u>Future Agenda Items and Meeting Dates</u></p>	<p>The next Measure E meeting will be held in October of 2019, exact date to be determined. Interest was expressed to hold the next and final meeting in September of 2019, with a final report going to the Board of Education in December or 2019.</p>
<p><u>Adjourn</u></p>	<p>The meeting was adjourned at 8:13 PM.</p>