



ACALANES UNION HIGH SCHOOL DISTRICT
1212 Pleasant Hill Road, Lafayette, CA 94549
MEASURE E CITIZENS' OVERSIGHT COMMITTEE
Thursday, January 18, 2018
7:00 PM, District Office Boardroom

Meeting Minutes

- Call the Meeting to Order *The meeting was called to order at 7:03 PM.*
- Approval of Agenda *It was moved by Mr. Newsom and seconded by Mr. Robertson that the agenda be approved as presented.*
- Approval of Minutes *It was moved by Ms. Breber and seconded by Ms. Sun that the minutes from October 19, 2017, be approved.*
- Members Present *Sandra Breber
Liz Bettis
Phil Newsom
Michael Robertson
Lisa Sun*
- Members Absent *John DiBene*
- Staff Present *Julie Bautista, Chief Business Official
Dave Humphrey, Director of Facilities*
- Public Comments *There were no public comments.*
- Bylaws *Ms. Bautista reviewed the following revisions made to the Measure E Bylaws that were approved by the Governing Board in December:*
- ***Added 4.1 (e): "Receive from Board, within three months of District receiving the Audits, responses to any and all findings, recommendations and concerns addressed in the Audits, and review of said responses."***
 - ***Change to 5.4: "No Member may serve more than **three** (two-year) consecutive terms.***
 - ***Added to 5.4: "**Members whose terms have expired may continue to serve on the Committee until a successor has been appointed.**"***
 - ***Added to Sec 11: "The Committee shall automatically terminate and disband concurrently with the Committee's submission of the final Annual Report which reflects the final accounting of the expenditure of all Measure E monies."***

Annual
Reorganization

Mr. Newsom and Mr. Robertson were nominated for the positions of Committee Chair and Vice Chair, respectively. The Committee confirmed Mr. Newsom as Committee Chair and Mr. Robertson as Vice Chair. M/S Ms. Breber/Ms. Sun.

Review Change
Order

Mr. Humphrey reviewed a Change Order for the Campolindo High School (CHS) Painting Project.

Review Notices of
Completion

Mr. Humphrey reviewed two Notices of Completion (NOC) with the Committee for the CHS Paving and Painting projects.

The Measure E Quarterly Report was presented for period ending December 31, 2017.

Measure E
Quarterly Report

Mr. Humphrey reviewed the project status reports to the Committee which included:

- *Campolindo High School: Painting and Paving*
- *Las Lomas High School: Roofing Project*
- *District-wide: Thermal Solar for Pools, Lighting HVAC & Energy Management*
- *Technology: Life-cycle Replacement*

Ms. Bautista reviewed the Measure E budget and financial statements and reported that the Measure E construction fund had a \$710K remaining balance. The Committee acknowledged the fact that the Measure E projects were all near completion and that the Committee would meet in June to tour Las Lomas and again in October to conduct a final review.

Future Agenda Items
and Meeting Dates

The annual site visit will be scheduled in June 2018 between 6/15 – 6/20. Janice will confirm a date and time and notify the Committee.

A final Measure E meeting will be held on October 18, 2018.

Adjourn

The meeting was adjourned at 7:48 PM.