



# Santa Barbara Unified School District

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## *Measure Q 2010 Citizens' Oversight Committee*

Wednesday, September 14, 2011

### Minutes

#### **1. Call to Order**

The meeting was called to order by Director of Facilities and Operations, David Hetyonk.

Committee members introduced themselves.

Committee members present:

- Linda Mier, senior citizens group representative
- Edward Rollins, parent representative
- Sal Guereña, Santa Barbara Education Foundation
- Michael Jordan, business representative
- Francine Graves, parent and PTA representative
- Teriza Chaney, tax preparer representative
- Mark Ingalls, parent representative

Committee members absent:

- Carlos Martinez, community member
- Val Noronha, business representative

District staff:

- David Hetyonk, director of facilities and operations
- David Cash, superintendent
- Alma Flores, administrative assistant
- Ann Peak, personnel coordinator

Consultants:

- Julie Avnit, Spectrum Management Solutions. Ms. Avnit indicated she was the bond accountant and would establish the budget, cash flows, and do all bond reporting.

#### **2. Pledge of Allegiance**

Pledge of allegiance was led by Mr. Hetyonk.

#### **3. Public Comment**

None.

#### **4. Introductions**

Item was taken previously.

**5. Conflict of Interest Forms**

Item was taken out of order.

Ms. Peak presented the item. She reviewed the purpose of the conflict of interest form (700 Form).

She explained that all committee members were required to complete the 700 Form within the next 30 days. The requirement applies to ALL members, even those that were not in attendance.

**6. Review of Bylaws**

Mr. Hetyonk presented the item. He distributed copies of the bylaws to members and reviewed topics such as: A) establishment of committee, B) purpose, C) committee duties, D) authorized activities, E) membership, F) number of meetings, G) district support, H) reports, I) officers, J) amendments, K) termination, and L) powers reserved to the board of trustees.

**7. Election of Chair, Vice-Chair and Secretary**

Committee Member Ingalls arrived at 5:55 p.m.

Motion made by CM Sal Guereña to nominate CM Ingalls as committee chair. CM Ingalls accepted the nomination.

No other nominations were made.

Motion passed. Vote: 7-2 / Ayes: 7 / Absent: 2 (Martinez, Noronha)

Motion made by Committee Member (CM) Sal Guereña to nominate himself as committee vice-chair (VC).

No other nominations were made.

Motion passed. Vote: 7-2 / Ayes: 7 / Absent: 2 (Martinez, Noronha)

Motion made by Chair Ingalls to nominate CM Chaney as secretary. CM Chaney accepted nomination. Seconded by CM Rollins.

No other nominations were made.

Motion passed. Vote: 7-2 / Ayes: 7 / Absent: 2 (Martinez, Noronha)

**8. Overview of General Obligation Bonds**

Mr. Hetyonk presented the item. He indicated that funds were received from Qualified School Construction Bonds (QSCB) for the Santa Barbara High School Kitchen. Mr. Hetyonk explained what QSCB are.

Mr. Hetyonk noted the voters approved \$75M in bonds and the district has sold \$25M so far.

Mr. Hetyonk reviewed zoning resolutions approved by the board of trustees. The district will go to the Division of State Architects for approval of plans, rather than going through the City of Santa Barbara.

Mr. Hetyonk presented the item. He indicated a probable project list had been established and reviewed by the board. The list was created with input from schools, district staff, engineers and architects. Mr. Hetyonk distributed a copy of the list to the committee members. He noted that the list was not board approved but reviewed by the board and that projects are moved forward when contracts for design or construction are approved by the board.

The process allows for flexibility if priorities change for a variety of reasons. He added that not every item on the list may be completed as the list is over subscribed as far as available funds.

**9. Overview of Current Projects**

Mr. Hetyonk distributed the list of current and planned possible projects to all members.

Chair Ingalls asked that future reports be sent prior to the meetings so that members are prepared.

**10. Discussion and Action by Committee Members**

The lease back delivery method was described by Hetyonk and discussed by the committee.

Chair Ingalls noted the importance of accountability to the community. Committee members agreed to add Measure Q progress reports to the district's *Investment Matters* publication, twice a year. The publication should be added to the Measure Q internet page for easy access.

**11. Meeting Schedule/Dates**

Alma Flores will work with members on scheduling a meeting in mid October

**12. Adjourn**

Motion made by Chair Ingalls to adjourn meeting at 6:38 p.m. Seconded by VC Guereña  
Motion passed. Vote: 7-2 / Ayes: 7 / Absent: 2 (Martinez, Noronha)

Meeting adjourned at 6:38 p.m.

Minutes submitted by Alma Flores.

Minutes approved on: 11-1-11