



# Santa Barbara Unified School District

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## Measure I2008 Citizens' Parcel Tax Oversight Committee

Tuesday, September 6, 2011, 5:30 P.M.

### Minutes

#### 1. Call to Order

Meeting was called to order at 5:34 p.m. by Robin Sawaske.

#### Flag Salute

The flag salute was led by Member Frank Stevens.

#### Public comments

None

#### Measure I Members present:

Frank Stevens	Senior committee representative
Alice Post	Taxpayer Association representative
Elvira G. de Tafoya	Community member
Colin Bell	Business representative
Cricket Wood	Parent/PTA representative
Anne Fitzgerald	Parent representative

#### Measure I Members absent:

Elvina Geauque	Santa Barbara Public Education Foundation and parent representative
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#### Others present:

Robin Sawaske	Associate Superintendent
Julie Nemes	Internal Auditor
Anne Peak	Personnel Coordinator, Certificated

#### 2. Introductions

Robin Sawaske, associate superintendent, members and others present introduced themselves.

#### 3. Statement of Economic Interest Form 700

Ann Peak explained that the Statement of Economic Interest Form 700/Conflict of Interest form required by law for anyone sitting on this type of committee. The form is due in the Human Resources Department within one month from the date of the meeting in which Ms. Peak sends the form to the committee members.

#### 4. 2010-2011 Unaudited Actuals and Comparison Report

Internal Auditor, Julie Nemes, presented the 2010-11 unaudited actuals balance sheet and revenues, expenditures and changes in fund balance schedule. Ms. Nemes also presented a comparison report between 2010-11 unaudited actuals and the 2010-11 budget and 2011-12 budget. Ms. Nemes provided explanations for variances on the comparison report.

#### 5. Multi-Year Budget 2009-10 through 2012-13

Ms. Nemes presented the parcel tax budget for 2011-12 and 2012-13, including the assumptions used to develop the budget for each year. Ms. Nemes also presented the actual results for 2009-10 and 2010-11 and explained the change in assumptions from 2010-11 to 2011-12. Ms. Nemes discussed salary and benefit increases and that a 3% reserve continues to be held until 2012-13.

**6. Parcel Tax Revenue Comparison for 2010-11 and 2011-12**

Ms. Nemes gave an overview of the parcel tax revenue comparison between 2010-2011 and 2011-2012. Ms. Nemes presented the revenue comparison by number of parcels and by total dollars. Ms. Nemes discussed how the decrease in senior exemptions resulted in total parcel tax revenues coming in higher in 2011-12 as compared to 2010-11.

**7. Discussion Regarding Committee Presentation to Board of Trustees**

Ms. Nemes spoke about the Bylaws and how expenditures are made. Ms. Nemes requested a volunteer to assist her in presenting an update on Measure I to the Board of Trustees later in the school year.

**8. Review of Bylaws**

Ms. Sawaske spoke about the Bylaws and committee terms.

**9. Appointment of Officers**

**Item was taken out of order.**

Motion made by Mr. Stevens to nominate Ms. de Tafoya as the committee chair. Seconded by Ms. Post.

Motion passed unanimously

Motion made by Mr. Stevens to nominate Mr. Bell as the committee vice-chair. Seconded by Ms. Fitzgerald.

Motion passed unanimously

Ms. Sawaske requested committee chair de Tafoya to assist Ms. Nemes in the presentation to the Board of Trustees later in the school year. Ms. Tafoya accepted.

**11. Future Meeting Dates and Topics**

**Item was taken out of order.**

Ms. Sawaske shared the approximate number and timing of the 2010-11 Measure I dates. Ms. Sawaske and committee members agreed upon future Measure I dates for 2011-12.

**10. Approval of February 7, 2011 Minutes**

**Item was taken out of order.**

Ms. Fitzgerald inquired about the February 7, 2011 minutes that states committee members are not able to serve on Measures Q or R and Measure H or I at the same time. Ms. Sawaske stated that the minutes reflected what legal council advised at the time of that meeting. Ms. Sawaske shared that a revised legal advisory states that a person can serve on both committees.

Motion made by Mr. Stevens to approve the February 7, 2011 minutes. Seconded by Ms. Post.  
Motion passed unanimously

**12. Adjournment**

Meeting adjourned at 6:47 p.m.