



**Santa Barbara Unified**  
Every child, every chance, every day.

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## *Measure Q 2010 Citizens' Oversight Committee*

DRAFT Minutes for December 12, 2016

Santa Barbara Unified School District Administration Building  
720 Santa Barbara St., Santa Barbara CA

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

The Measure Q Citizens' Oversight Committee meeting was called to order by David Hetyonk, director of facilities and operations.

#### **Roll Call**

Sign-in sheet was distributed.

Measure Q committee members (CM) present:

- Cyndie Young, PTA representative
- Beatriz Pimentel-Flores, parent representative
- Lang Sligh, community representative
- Margie Yahyavi, Santa Barbara Education Foundation representative
- Sarah Knecht, tax payer association representative

Measure Q CMs absent:

- James Baxter, senior citizens' representative

Santa Barbara Unified School District (SBUSD) staff present:

- Alma Flores, administrative assistant
- David Hetyonk, director of facilities and operations
- Meg Jetté, asst. supt. of business services

#### **Public Comment**

None

### **2. Membership Update**

Asst. Supt. Meg Jetté spoke about the possibility of combining the Measures Q, R, I and J committees citizen's oversight committees (COC) into one single committee.

Director of facilities and operations David Hetyonk announced that Measure Q COC needed to select a chair and vice-chair.

Motion was made by committee member (CM) Margie Yahyavi to nominate CM Beatriz Pimentel-Flores as chair.

Seconded: CM Sarah Knecht.

Ayes: 4 (Young, Sligh, Yahyavi, Knecht). Noes: 0. Abstention: 1 (Pimentel-Flores). Absent: 1 (Baxter)

Motion passed: 4:0:1:1

Beatriz Pimentel-Flores is Measure Q COC chair.

Committee decided to elect a vice-chair at the next meeting.

### **3. Review and Approval of March 7, 2016 Draft Minutes**

CM Sligh requested draft minutes be sent to members immediately after they are completed so that members have a chance to review and make notes prior to the meeting.

Motion was made by committee member (CM) Young to approve the March 7 minutes. Seconded by CM Yahyavi.

Ayes: 4 (Young, Sligh, Yahyavi, Knecht). Noes: 0. Abstention: 1 (Pimentel-Flores). Absent: 1 (Baxter)  
Motion passed. 4:0:1:1  
March 7, 2015 Measure Q2010 COC minutes approved.

**4. Review and Acceptance of Measure Q Draft Annual Board Report**  
Committee moved to item five.

**5. Review and Discussion of 2015-16 Draft Measure Q Bond Audit**

Asst. Supt. of Business Services Meg Jetté answered general questions from the committee members. She noted there were no findings in the audit, missing dates will be completed upon final review and acceptance, the final audit must be sent to the State of California by December 15, 2016.  
Chair Pimentel-Flores requested that the following sentence "*in relationship to bond funds*" be added to page 12, under the **Litigation** header. The sentence should read: "*The District is not currently a party to any legal proceedings in relationship to bond funds.*"

The 2015-16 Measure Q Bond Audit is available on-line.

**4. Review and Acceptance of Measure Q Draft Annual Board Report**

The committee returned to item four. Members reviewed the draft annual board report prepared by Spectrum Management Solutions. Mr. Hetyonk explained that the annual board report was a requirement of the committee. He reminded the members that the committee's main function was to ensure that the bond funds were spent appropriately and in the manner described. He explained that the annual board report was a summary of the number of Measure Q COC meetings, their acknowledgment of their review of the financial reports and agreement with the statements in the report.  
Mr. Hetyonk noted that if the committee members were in agreement, Chair Pimentel-Flores could sign the report even though she was not on the committee in 2015-16. Committee members were in agreement. Committee members requested the signature line be updated to reflect the new chair's name. Chair Pimentel-Flores will be signing on behalf of the committee.

Motion was made by CM Lang to accept the 2015-16 Measure Q COC Annual Board Report. Seconded by CM Knecht.

Ayes: 4 (Young, Sligh, Yahyavi, Knecht). Noes: 0. Abstention: 1 (Pimentel-Flores). Absent: 1 (Baxter)  
Motion passed. 4:0:1:1

The report will be presented to the board for formal approval on January 10, 2017.

The Measure Q Annual Board Report is available on-line.

**6. Financial Report Update**

Mr. Hetyonk distributed the Measure Q2010 Revenue/Expenditure/Encumbrances Summary Report and the Measure Q2010 Citizens Oversight Committee Project Expenditure Report. He reviewed the reports with the committee in the absence of Julie Avnit, Spectrum Management Solutions' president. The information covered in the reports is through November 15, 2016.

Mr. Hetyonk stated the reports did not require the committee's approval. The reports are presented for informational purposes. CM Knecht asked if all of the projects had gone to bid. Mr. Hetyonk responded that some projects were, others were lease lease backs and others were not required to go to bid.

The committee inquired about the Santa Barbara High School (SBHS) green shade structure project. Mr. Hetyonk stated that the SBUSD's contribution was \$300,000. The remaining cost was covered through fundraising efforts led by the Pulice family.

The full reports are available on-line.

CM Young excused herself at 4:33 p.m.

**7. Overview of Current Construction Projects**

Construction projects review was covered under item six.

**8. Future meeting dates:**

The next confirmed meeting date is:

- March 13, 2017

The committee suggested the following dates.

- June 12, 2017
- September 11, 2017

These dates will be confirmed at the March 13, 2017 Measure Q COC meeting.

**9. Future Agenda Items**

- Update on Combining Bond Measures I, J, Q and R COC committees in to one single committee
- Project lists funded with bond measures I2016 and J2016

**10. Adjournment**

Meeting adjourned at 4:45 p.m.

Minutes submitted by Alma Flores.

Minutes approved:

