

Measure G, I, & AA Citizens' Bond Oversight Committee

September 19, 2023 Meeting



Citizens' Bond Oversight Committee

AGENDA

September 19, 2023
6:00 – 7:30 PM
1005 Parker St
(510) 644-6066

1. Procedural: Roll Call & Call to Order

Name	Category	Term	Email
Wade Skeels (Secretary)	Active Member in a Bona Fide Taxpayer's	December 2022-2024	cboc@berkeley.net
Damian Park (Chair)	At-Large	December 2022-2024	cboc@berkeley.net
Ken Berland	Parent of child and an Active Member in a Parent- Teacher Organization	February 2023-2025	cboc@berkeley.net
David Goldin	At-Large	May 2022- 2024	cboc@berkeley.net
Eric Weaver	Senior Citizens Organization	April 2023 - 2025	cboc@berkeley.net
Vacant	Business organization representing the business community within the District		cboc@berkeley.net
Vacant	Parent of Child enrolled in the District		cboc@berkeley.net

Staff	Organization	Expertise
Carol Pacheco	BUSD - Assistant to Exec. Director	Administrative
Chanita Stevenson	BUSD – Facilities Analyst	Logistics & Finance
John Calise	BUSD – Executive Director	Supervisor of all Capital Projects
Kelli Jurgenson	VPSC - Vice President	Principal in Charge of VPSC Team
Prachi Amin	VPSC - Program Manager	Lead Manager for Program Activities

2. Action: Approval of Agenda

3. Procedural: Public Comments on Non-Agenda items (please sign in)

- At this time, members of the public may address the Committee regarding a matter of public interest not appearing on the agenda. No action may be taken on comments of off-agenda items unless specifically authorized by law. In general, this is not the time for debate.
- If the speaker wishes to address the committee on an item on the agenda, time will be provided before that item. Each speaker will be allowed up to a maximum of two minutes (or less at the discretion of the Chair).

4. Action: Approval of Meeting Minutes from: 6-13-23

5. Information: Debt Service Calculation

- How does the outstanding bond total allow a homeowner to calculate the property tax percentage in a given year (e.g. the last 4 years were .0839%, .1451%, .0999%, .1204%)

6. Discussion: BUSD enrollment

- What are the future projections?
- Has the decline in enrollment altered plans?

7. Information: Staff Reports

- Update on summer projects
- Financial update of measure G and any revisions to project budgets.

8. Discussion: Committee comments and [future agenda](#) (5 min)

9. Adjournment

Enclosures:

- Minutes from most recent CBOC meeting
- Minutes from most recent BUSD [Facilities Subcommittee](#) (NA - no meeting since last attachment)
- Measure G Financial Report
- Meeting Slide deck

Section 3. Procedural: Public Comments on Non-Agenda Items



a. At this time, members of the public may address the Committee regarding a matter of public interest not appearing on the agenda. No action may be taken on comments of off-agenda items unless specifically authorized by law.

b. If the speaker wishes to address the committee on an item on the agenda, time will be provided before that item. Each speaker will be allowed up to a maximum of two minutes (or less at the discretion of the Chair).

[2 Minute Timer](#)

Section 4. Action: Approval of Meeting Minutes *(5 minutes)*



Approval of Meeting Minutes June 13th, 2023

- Vote for approval

Meeting Minutes of June 13, 2023

Members Present: Damian Park, Wade Skeels, ~~Ken Seaton~~,
David Goldin and ~~Erie~~
~~Weaver~~

Staff Present: John Calise and Chanita Stevenson

Guests Present: Kelli Jurgenson, Prachi Amin and ~~Cal Walsh~~ from VPCS

1. Call to Order: The meeting was called to order at 6:02pm

Roll Call: Members Park, Skeels and Goldin Present

John Calise Present and Chanita Stevenson Present

Kelli Jurgenson and Prachi Amin Present

2. Approval of Agenda: The agenda was approved at 6:04pm

Motion to approve the agenda by Member Skeels (WS)
Second to approve by Member Goldin (DG)
All in favor
Agenda approved

3. Public Comments:

No public comment

4. Approval of Meeting Minutes from May 30, 2023: The minutes were approved at 6:09pm

Motion to approve the meeting minutes by Member Skeels (WS)
Second to approve by Member Goldin (DG)
All in favor
Meeting minutes approved

5. Action: Approval of Resolution to accept the Annual Report

- a. A signed copy of the resolution to be kept on file as a formal approval by the committee (DG)

Motion to approve the Resolution by Member Goldin (DG)
Second to approve by Member Skeels (WS)
All in favor
Resolution to accept the annual report is approved

6. Action: Approval of the 2022 Annual Report

- a. Currently agenzied for June 14, 2022
- b. Discussion of CBOC presentation to the Board by DG and WS
 - i. Summarize the resolution and report
 - ii. Thank staff / board / other committee members
 - iii. Provide information on projects if there is time

Motion to approve the Annual Report by Member Goldin (DG)
Second to approve by Member Skeels (WS)
All in favor
Annual Report is approved

7. Action: Future CBOC meeting dates: All meetings to be held at 1005 Parker Street starting at 6pm

- a. Proposed break from meetings during the summer (WS)
 - i. Executive Director John Calise (JC) also notes that staff will be stretched with projects and vacation time
- b. DG agrees and requests a report on summer projects when committee reconvenes
- c. Next CBOC meeting dates:
 - i. September 19th
 - ii. November 14th
 - iii. December 12th

Motion to approve the future CBOC meeting dates by Member Goldin (DG)
Second to approve by Member Skeels (WS)
All in favor
Future CBOC meeting dates are approved

8. Information: Use of proxies: do they facilitate meetings when some members are absent?

- a. Other members cannot vote by proxy via another member
- b. Remote is possible if the Brown Act posting requirements are followed

9. Discussion: Committee comments and [future agenda](#) (5 min)

- a. September meeting:

- i. Debt service - explanation of the tax bill calculations
- ii. Financial update - overall budgets for each project and what is encumbered
- iii. Summer projects
- b. Executive Director Calise leads a discussion of current projects under planning and development including Sylvia Mendez, Plant Ops, and Milvia Street

10. Adjournment: The meeting was adjourned at 7:01pm

Move to Adjourn by DG
Second to adjourn by WS
All in favor
Meeting is adjourned

Section 5. Information: Facilities Staff Reports: Bond Debt Service (15 min)



Information: Debt Service Calculation

- KNN – district financial consultant
 - *How does the outstanding bond total allow a homeowner to calculate the property tax percentage in a given year (e.g. the last 4 years were .0839%, .1451%, .0999%, .1204%)*

Section 6. Discussion: Enrollment (15 min)



- What are the future projections?
- Has the decline in enrollment altered plans?

Section 5. Information: Summer Projects (15 min)



- Longfellow
- B-Tech CTE
- Malcolm X Fire Alarm Replacement
- BHS Natatorium

Section 5. Information: Summer Projects (15 min)



Section 5. Information: Summer Projects (15 min)



Section 5. Information: Financial Update
(15 min)



**Financial update of measure G
and
any revisions to project budgets**

Section 8. Discussion: Committee Comments (5 minutes)

- CBOC members are welcome to:
 - Ask follow up questions
 - Provide comments to staff
 - [Request future agenda items](#)
 - Etc.

Section 8. Action: Adjournment

**Major items to be noted in the
minutes.**

Call to Adjourn!

