

**Citizens' Bond Oversight Committee**  
**Of the Lakeside Union School District**  
**Wednesday, May 26, 2021, 4:30 pm**  
**Tierra del Sol Middle School, Multi-Purpose Room**  
**9611 Petite Lane, Lakeside, CA**

**MEETING MINUTES**

1. Welcome and Call to Order – Kathy Kassel called the meeting to order at 4:30 p.m. CBOC members present: David Suter, Frank Hilliker, Jennifer Lee Clancy, John Heredia, Kathy Kassel, and Liz Higgins. Britni Cobb was absent. Staff members present: Erin Garcia, Todd Owens, and Aimee McReynolds.
2. Public Comment – There were no Public Comments.
3. Approval of Minutes from the March 31, 2021 meeting – Frank Hilliker motioned to approve the minutes from the March 31, 2021, meeting. David Suter seconded the motion. Motion carried 6-0.
4. Appoint Chair and Vice Chair – Frank Hilliker motioned for Kathy Kassel to be the Chairperson and Liz Higgins to be the Vice Chair again. John Heredia seconded the motion. Motion carried 6-0.
5. Approve Meeting Schedule for 2021/22 – Liz Higgins motioned to approve the 2021-22 meeting schedule. John Heredia seconded the motion. Motion carried 6-0.
6. Approval of 2019/20 Annual Report to the Community – Kathy Kassel will present the Citizens' Bond Oversight Annual Report to the Board of Trustees and the Community at the June 17, 2021, Board Meeting. John Heredia motioned for approval. David Suter seconded the motion. Motion carried with 6-0.
7. Project Update – Todd Owens gave the committee a brief update on the following projects:
  - Tierra del Sol – Gymnasium (committee toured site at the conclusion of this meeting)
  - Tierra del Sol – Multipurpose Room Modernization – Southwest Construction Services was awarded the contract for this project and construction starts in June.
  - Lakeside Farms - Modernization – Southwest Construction Services was awarded the contract for this project and construction starts in June.
  - Lindo Park – Multipurpose Room Improvements - Nexgen was awarded the contract for this project and construction will start as soon as school is out in June.
  - Energy Modernization & Utility savings project – Climatec has begun preliminary analysis for this project and site visits are planned for June 2021.

It was noted that the Lakeside Farms and Lindo Park projects were bid in May 2021 and had lots of interest from local contractors. We received very competitive bid results resulting in savings from the architect's cost estimate for both projects.

8. Financial Report – Budget Status Report – Erin Garcia explained that the yellow highlighted area on this report are the active projects, and they all have an estimated completion date of February 2022. Since we last met, the District Wide Parking Lot project has been closed, leaving

a savings of approximately \$365,000. The savings were transferred to the 760-Contingency line item for use on future projects.

9. Review Deferred Maintenance Plan & Funding – Erin Garcia reviewed the 15-year Deferred Maintenance project and funding plan. The District was initially working towards increasing annual contributions to deferred maintenance, with the ultimate goal of contributing \$500K per year. However, budget reductions were needed in the 2019/20 school year and contributions were scaled back to only \$100K per year. With the upcoming Energy Modernization/Utility savings project, the district is hoping to achieve annual utility savings that will allow the deferred maintenance contribution to be increased again, beginning with the 2022/23 fiscal year. Deferred maintenance projects will focus on roofing, painting, flooring, and asphalt repairs.

The committee had discussions related to the importance of making deferred maintenance a priority. The committee wants funding set aside for Deferred Maintenance so that the District doesn't rely on a futures bond (paid for by the taxpayers of Lakeside) to fund all facility improvements. Frank Hilliker wanted to know what the minimum amount the Board needs to put into Deferred Maintenance. Erin Garcia explained that there is no minimum required amount currently, and the need for maintenance across the district is substantial. Liz Higgins believes that the Lakeside taxpayers are not willing to pick up the cost of Deferred Maintenance (supporting future bond elections). Liz Higgins thinks that the Board needs to have a line item in their budget to make sure they are taking care of Deferred Maintenance. It was suggested it be either a percentage or a fixed dollar amount per year that the Board puts away specifically for Deferred Maintenance. Kathy Kassel and Liz Higgins will jointly work on drafting a letter to the LUSD Governing Board regarding the importance of prioritizing the funding of Deferred Maintenance in the District's budget.

10. Committee Member Comments & Suggested Topics for Next Meeting – the committee discussed a desire to have an update on deferred maintenance projects as a standing item on all future agendas.
11. Site Tour – TdS gymnasium project – Todd Owens led the Committee and staff on a tour of the TdS gymnasium construction, pointing out the location of the weight room and the gymnasium. He explained that a special backing was put on the frame to support mirrors should the District decide to add those in the future. He also let everyone know this gymnasium will not have windows because of potential glare on the court.
12. Adjournment – The meeting adjourned at 5:30 p.m.

**Next Meeting: Wednesday, September 29, 2021 – 4:30 pm**