

**Sequoia Union High School District
Citizens' Bond Oversight Committee (Measure W)**

Unapproved Meeting Minutes

March 5th, 2026 District

Office

480 James Avenue, Redwood City, CA 94062

4:00 p.m.

The agenda is available for review at the District's website: www.seq.org. A recording is made of each meeting to help with the minutes and kept only for 30 days.

For in-person attendance:

Sequoia Union High School
District Birch Conference Room
480 James Avenue
Redwood City, CA 94062

1. **Call to Order and Roll Call** CBOC Chair
 - a. Chair Alan Sarver called the meeting to order at 4:01 p.m.
2. **Welcome New CBOC Member, Peter Baran** CBOC Chair
 - a. The Committee welcomes new CBOC member Peter Baran
3. **Public Comment on Non-Agendized Items** CBOC Chair

Public comments on issues not on the agenda are limited to a maximum of three minutes per individual unless the Chair elects to limit or extend the amount of per-speaker time.

 - a. Speaks on CBOC email
 - b. Janea Marking, CBO, provides 2 e-mails received at the CBOC email
 - i. E-mail from Chris Robell
 - ii. Second e-mail from Chris Robell
 - c. Chair Alan Sarver speaks on how to handle receipt of emails to the CBOC email
 - i. Victor Torreano agrees with receiving the emails during the CBOC meeting in public
 - ii. Mr. Shank seconds
 - iii. Mr. Nuanes thirds
 - iv. Mr. Baran fourths
 - d. Chair Alan Sarver would like to have emails as an agenda packet so they can see it a couple of days before the meeting
 - e. Chair Alan Sarver would like to share the CABOC information and get members familiar with it
4. **Action: Approval of Minutes from December 11, 2025 (Roll Call)** All Members
 - a. Mr. Torreano makes a motion to accept, Mr. Shank accepts
 - b. **Action:** The minutes of December 11, 2025, were approved by roll call vote(5-0).
5. **Information: Measure W Audit Report for the Fiscal Year Ended June 30, 2025** CBOC Chair
 - a. Ms. Marking presents the audit report from Chavan & Associates, LLP
 - i. Audit came back clean
 - b. Mr. Torreano asks how long the district has been partnered with Chavan & Associates, LLP
 - c. Mr. Torreano asked questions regarding issuance costs; Ms. Marking addressed them
 - d. Mr. Torreano asks about the bond issuance cost and if we can do a trend analysis
6. **Action: Approval of 2024-2025 Annual Report** All Members
 - a. Mr. Torreano and Chair Sarver are interested in posting the annual report in the newspaper
 - b. **Action:** Mr. Baran motions to approve, Mr. Nuanes seconds, unanimous approval

7. **Information: Financial Quarterly Update** Asst. Supt., Admin. Services
 - a. Ms. Marking presents the financial quarterly update

8. **Information: Progress Report on Measure W Projects** Chief Facilities Officer
 - a. Chief Facilities Officer Naidu goes over the project report
 - b. Mr. Torreano would like to see how we stand today against the master schedule that was presented to the CBOC at the beginning of the bond
 - c. Ms. Marking reminds the CBOC that they are always welcome to request a site visit to the construction sites

9. **Committee Member Announcements/Reports** CBOC Chair/Members
 - a. Mr. Torreano wants to remind us to add the calendar to the agenda, just to remind us of what is coming up

10. **Adjournment** CBOC Chair
 - a. The meeting was adjourned at 5:34 p.m. on a motion by Mr. Torreano, seconded by Mr. Cadiz.

Notice: Pursuant to Government Code 54954.2, Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, should contact Janea Marking at least three working days prior to the meeting at jmarking@seq.org. Notification in advance of this meeting will enable the District to make reasonable arrangements to ensure accessibility.