

Citizens' Bond Oversight Committee Meeting



***June 17, 2013 – 4:00 p.m.
District Office***

AGENDA

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|----|--|--------------|
| 1. | Call to Order | Norma Vance |
| 2. | Approval of Agenda | Group |
| 3. | Minutes of the March 18, 2013 meeting | Yvonne Perez |
| 4. | Project Updates | Yvonne Perez |
| | a. Sherwood Modernization | |
| | b. Woodrow Modernization | |
| 5. | Form 700 – Conflict of Interest
<i>(missing forms: Anna & John)</i> | Yvonne Perez |
| 6. | Expired Committee Terms | Yvonne Perez |
| 7. | Open Discussion/Questions | Group |
| 8. | Next Meeting Date – September 2013
<i>(Lawanda will send out an email with potential dates)</i> | |
| 9. | Adjourn | |

SYLVAN UNION SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

March 18, 2013
4:00 p.m.
District Office -Board Room

Members Present: Norma Vance, George Pugh, Mike Rego, John Bergman

Members Absent: Anna McNorton, Joel Johannsen, Chad Brown

Staff Present: Yvonne Perez & Lawanda Butcher

Audience Present: None

Call to Order: The meeting was called to order at: 4:05 p.m.

Adoption of Agenda: The motion was made by Mr. Pugh and seconded by Mr. Rego

AYES: Vance, Pugh, Rego & Bergman
NOES: None
ABSENT: Johannsen, McNorton, & Brown

Minutes Approval: The motion was made by Mrs. Vance and seconded by Mr. Pugh

AYES: Vance, Pugh, Rego, Bergman
NOES: None
ABSENT: Johannsen, McNorton, & Brown

New Business: None

Project Update:
Modernization Project:
Mrs. Perez advised the State match funds for Staniford, Stockard Coffee and CF Brown came in and totaled about \$6 million.

Sherwood Modernization:
Mrs. Perez advised the project is going well and is scheduled to be complete the first week of August.

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Woodrow Modernization Project

Mrs. Perez advised project planning is moving forward. The project is currently out for bid for two to three more weeks. Construction is set to begin May 28th.

Sylvan:

After Woodrow Modernization completion, there may possibly be enough Bond funds for Sylvan Modernization. Site needs a lot of work, but does not qualify for State funding.

SH & WO modernizations qualified for funding, however the State Facility Bonding capacity has been exhausted.

Discussion:

Mr. Pugh asked when will we get the priority list for Sylvan modernization?

Mrs. Perez advised, it can be discussed during the Summer; but we need to know the outcome of the Woodrow Project bidding first and then the potential project needs to go to the Board for approval. Alternatively, the funds could possibly be used for portable replacements instead of the Sylvan Modernization.

Mr. Pugh asked which sites need portables?

Mrs. Perez advised all sites have portables, except Dan Savage Middle School and MaryAnn Sanders.

Mr. Pugh asked, after bidding is complete at Woodrow we expect at least 3-million dollars left over to use at Sylvan Elementary for modernization?

Mrs. Perez advised, yes, but \$100,000.00 may need to be utilized in order to fix the parking lot at Sherwood Elementary, which is in bad shape. This parking lot was value engineered out to bring the project within budget. The parking lot scope was reduced to include repair of pot holes, overlay & restriping. This project must go to the Board first, but could be a consideration.

Performance Audit Report:

Mrs. Perez advised the District has an independent audit district wide every year, and is required to perform a separate audit for the "Measure A" General Obligation Bonds. The audit report concluded the Sylvan District is in compliance with the Measure "A" G.O. Bond. The Bonds have only been used for approved projects.

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Performance Audit

Approval:

Motion was made by Mr. Rego and seconded by Mr. Bergman to approve the Performance Audit and Financial Report.

AYES: Vance, Pugh, Rego, & Bergman

NOES: None

ABSENT: Johannsen, McNorton, & Brown

Form 700:

Mrs. Perez advised the 700 forms (Statement of Economic Interests) must be completed for the New Year. Forms were distributed thereafter.

Ms. Butcher explained the members are given the packet and the members determine which forms within the packet apply to them, fill out the forms accordingly, and return completed forms to the District Office by the deadline of April 2, 2013.

Mr. Pugh requested the forms be emailed to all members.

Discussion/ Questions:

Mr. Rego requested recruitment for his replacement on the committee.

Next Meeting:

The next meeting will be scheduled for June and Lawanda will send an email to all members with potential dates.

Adjournment:

The meeting was adjourned by Mrs. Vance at 4:28 p.m.

WITNESS:

Norma Vance, Chairperson

Date