

Citizens' Bond Oversight Committee Meeting



***March 18, 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 December 17, 2012 meeting | Yvonne Perez |
| 4. | Project Updates | Yvonne Perez |
| | a. Sherwood Modernization | |
| | b. Woodrow Modernization | |
| 5. | Performance Audit & Financial Report | Yvonne Perez |
| 6. | Form 700 – Conflict of Interest | Yvonne Perez |
| 7. | Open Discussion/Questions | Group |
| 8. | Next Meeting Date – June 2013 (Lawanda will send out an email with potential dates) | |
| 9. | Adjourn | |

SYLVAN UNION SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

December 17, 2012

4:00 p.m.

District Office - Staff Development Room

Members Present: Norma Vance, Anna McNorton, Chad Brown (arrived at 4:03pm)

Members Absent: John Bergman, Joel Johannsen, Mike Rego, George Pugh

Staff Present: Yvonne Perez and Lawanda Butcher

Audience Present: None

Call to Order: The meeting was called to order at 4:11 p.m.

Adoption of Agenda: The motion was made by Mrs. Vance and seconded by Mr. Brown, to adopt the agenda.

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

Minutes Approval: The motion was made by Mrs. Vance to revise the presented minutes (April 16, 2012) to read: no attendance from Mr. Christensen and the meeting was adjourned by Mrs. Vance. Upon revision, a motion was made by Mrs. McNorton to approve the meeting minutes and seconded by Mr. Brown.

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

New Business: None

Project Update:
Stockard Coffee Modernization Project:
Mrs. Perez advised the project was completed on time and within budget.

CF Brown Modernization Project:
Mrs. Perez advised the project was completed on time and within budget.

MINUTES

CBOC Meeting

December 17, 2012

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At this time Mr. Brown asked about the roof leak issue at the completed Modernizations. Mrs. Perez advised the contractor and the district are currently investigating the cause of the leaks. She also stated the leaks may be due to clogged gutters. The modernization roofs are under warranty by the manufacturer.

Woodrow Modernization Project:

Mrs Perez advised the project was approved for submittal and a notice of approval from the State has been received. The District plans to begin the project at the end of the school year.

Sherwood Modernization Project:

Mrs Perez advised the project includes an addition to the administration building and major renovation of the library which is in very poor condition, but the foundation is still intact. The library will receive a stucco exterior which should extend the life of the building for 20+ years. ADA compliance issues are being corrected throughout the site. A well is being installed to water the field. The project was one million dollars over budget so we had to value engineer the project and reduce concrete/asphalt and HVAC replacement. The total project cost is approximately five million dollars. The project is scheduled to be completed July 31, 2013.

Mrs. McNorton inquired about the Crossroads Elementary School fence project. Mrs. Perez explained the project details, however she also advised the fence project is not being paid for with Bond funds.

Discussion/ Questions:

Committee discussed possible upgrade of boilers. Mr. Brown advised CBOC cannot reallocate funds for this project because it was not in the original CBOC plan. The committee had further discussion regarding selling bonds. Mrs. Perez advised that she would check into further details regarding possible excess funds.

Next Meeting:

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

Adjournment:

The meeting was adjourned by Mrs. Vance at 4:31 p.m.

WITNESS:

Chairperson

Date