

NOT OFFICIAL UNTIL APPROVED ON NOVEMBER 17, 2015

Eureka City Schools Citizens' Oversight Committee

2100 J Street, Eureka, CA 95501

REGULAR MEETING

4:00 PM – 5:30 PM, Room 118

August 18, 2015

MINUTES

A. CALL TO ORDER OF OPEN SESSION

Chair Denise Jones called the regular meeting to order at 4:01 p.m.

Members Present : Jones, Bass, Noel, Pell, Reece

Members Absent : None

Staff Present : Ziegler, Snipes, Batini, Cooke

B. PUBLIC COMMENT ON NONAGENDA ITEMS*

There were no public comments on nonagenda items.

C. CONSENT

1. Minutes of the Regular Meeting of June 8, 2105

The minutes were M/S by Reece/Noel. All in favor. Motion carries.

D. DISCUSSION / ACTION

2. Term Assignments

A minimum of three members will have a 3-year assignment. We are still short two COC members so we could make them the two 2-year assignments. One current member would need to be a 2-year assignment. Denise Jones read from the Bylaws to clarify the Terms. The Members agreed that the two new members would serve their initial assignment as the needed 2-year Terms.

M/S by Reece/Pell. All in favor. Motion carries.

Gene Bass volunteered to serve one of the three the initial 2-year assignments.

M/S by Reece/Noel. All in favor. Motion carries.

3. Performance & Financial Bond Auditor Review & Recommendation

Paul Ziegler, Syn-dee Noel, and Becky Reece met twice to review the Performance and Financial Bond Audit applications. There were only two applicants; James Marta and Company, LLP and Robertson and Associates. ECS already works with James Marta so they are familiar and they know our organization. James Marta proposed 70 hours to complete the audit. Robertson and Associates is well respected and would be a new set of eyes to the organization. Robertson proposed 45 hours to complete the audit. The costs are relatively the same.

The recommendation from Paul, Syn-dee, and Becky is to use James Marta and Company, LLP. It is a 3-year engagement with the option to opt out after the first year. Becky explained that James Marta had more CPA's. Syn-dee agreed.

It was decided by the Members not to take a formal action by the COC, but to make the recommendation to the Governing Board from staff. The COC had no objections to James Marta.

E. DISCUSSION

4. Future Guest Speakers

Paul would like to set up a calendar of guest speakers and would like to bring in Dirk Dinsmore of Dinsmore Construction to our next scheduled meeting in November.

Other speakers that Paul mentioned were Gary Mallory of FF&J Architects, who is our lead architect at the Alice Birney three classroom addition; Mark Gaxiola with Matson and Vallerga Architects; and possibly future contractors. Gene asked if speakers charged to present. Paul said they do not and since Gary is from Turlock he would coordinate him as a speaker when he is here on other business.

5. Financial Update

Melissa Cooke went over the financial update list and the costs associated with each project that is currently underway. She referred to Charley Batini for updates on current projects. Paul mentioned that this total to date is through the 2014/15 school year. Paul explained how the current bond projects were paid for since we had not sold a bond yet. Projects were paid from the General Fund (01) and will be reimbursed by the bond fund (23) when we receive funding.

Paul spoke of the bond sale that occurred on August 12, 2015. It was an all-consuming project with many different services involved. He was involved in a presentation with Moody's but the District ultimately received a lower grade than expected. ECS was rated A2 by Moody's. That being said, we did very well with our sales. We hit the market at the perfect time and got very low interest rates. The all in cost was less than 4%. We were able to sell all \$25 million.

6. Project Update

Charley spoke on Lincoln Phase II. The project is basically complete. We did move some Phase III work to Phase II, approved by the Board, to keep that project moving until we get DSA approval for Phase III.

- *Alice Birney*: The three classroom addition is still in planning. ECS removed, in-house, a portable that is one of the rooms being replaced by the addition.
- *Winship*: The siding replacement/repair is completed on the gym and was done in-house.
- *Zane*: The S Street surveying is complete, but the plans are not ready.
- *Zane CTE Room 12*: This project was done in-house and is nearly complete. Charley states the classroom should be ready for the start of the school year.
- *Winzler*: The playground equipment and matting are in place. Charley has an audit with Risk Management this Thursday and then they can start the landscaping.

7. Site Tours

Paul suggests doing site tours with the COC in 2-3 waves on Saturday's, 9am – 12pm, on one of the schools buses. September or October months are possibilities for the first tour. We could visit EHS after one of the COC meetings and as part of the agenda. Jen Snipes will send out possible dates to the COC members for the first site tour.

8. Lease – Leaseback Update

Paul spoke of the situation with lease-leasebacks due to the Fresno Unified decision. Our legal counsel sent a legal memo to the Board of Trustees in regards to continuing Lincoln Phase III as a lease-leaseback. The Board will follow the guidelines given from legal counsel. Two changes we have made are increasing the lease length and amount of the lease. California's Coalition of Adequate School Housing (C.A.S.H.) sent out a summary and briefing regarding Davis v. Fresno.

9. Brown Act Training

The District brings in experts on an annual basis and Paul will find out when the District is doing training for the Board of Trustees and he will invite the COC.

10. Directors & Officers Insurance

Directors and Officers Insurance is not part of the public entity. We are working with JPA to find an equivalent.

11. Replacing COC Members

Paul has reached out to teachers and thinks it will be easier to fill when school starts. The new applicants will go through the same process and we will have a COC member on the review board. Syn-dee and Jim have shown interest. Syn-dee volunteered first, so Jim will be the backup if Syn-dee is not able to serve.

12. Agenda Items for Next Meeting

- Guest Speakers (on-going)
- Financial and Project Update (on-going)
- Future Meetings (on-going); February 23rd or 24th, 2016 – Jim will get back to Jen with the date that works for him.
- Agenda Items for Next Meeting (on-going)

F. ADJOURNMENT

Chair Jones adjourned the meeting at 5:40 p.m.

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Respectfully submitted,

Paul Ziegler
Assistant Superintendent / Business Services

Recording Secretary, Jen Snipes

CHAIR OF THE COMMITTEE

DATE

*The next regular meeting will be held November 17, 2015, at 4:00 p.m. in the PDC Room #118 at
2100 J Street, Eureka, CA.*
(MINUTES /js)