

NOT OFFICIAL UNTIL APPROVED ON February 8, 2017

Eureka City Schools Citizens' Oversight Committee

2100 J Street, Eureka, CA 95501

REGULAR MEETING

4:00 PM – 5:30 PM, Room 104

December 1, 2016

MINUTES

A. CALL TO ORDER OF OPEN SESSION

Chair Denise Jones called the regular meeting to order at 4:07 p.m.

Members Present : Jones, Campton, Noel, Pell, Reece (had to leave at 5pm)

Members Absent : Burger

Staff Present : Ziegler, Batini, Snipes

B. PUBLIC COMMENT ON NONAGENDA ITEMS*

There were no public comments on nonagenda items.

C. CONSENT

1. Minutes of the Regular Meeting of August 24, 2016

M/S Reece/Pell. All in favor.

D. DISCUSSION / ACTION

No discussion / action items

E. DISCUSSION

2. Review 2015/2016 Bond Audit

Paul called the District's auditors, James Marta & Company, to begin the phone conference review of the 2015/2016 Bond Audit for the COC members. Jesse Deol, CPA, did the review on behalf of James Marta & Company. He explained what a bond audit is and that it has a financial and performance aspect per Ed. Code 15624, which requires certain accountability measures, including the formation of a Citizens Bond Oversight Committee (COC).

In order to track performance, considering numerous funding sources are used, the District must have a system in place to systematically allocate, track and expend those sources. James Marta & Company audit performance by reviewing project status, documents, and provide an opinion as to the District's relative performance and compliance with guidelines.

The financial side of the audit attests to the fairness of the financial statements, including review of controls, testing of transactions, and comparison to contracts. By approving the school facilities project list, the Board of Trustees determined that the District must ensure that the expenditures are spent on the school priorities as outlined in Measure S. Jesse explained that they tested these expenditures and found them to be in accordance with Measure S.

As of June 30, 2016, the District has expended \$2,911,438 of the \$25,000,000 available to them at this time.

The committee was satisfied with the review and it will now go to the Governing Board for approval at the December 8, 2016 Board meeting.

Chair Jones noted that she thought the audit was excellent and was happy to hear the word "transparent" used by the auditors.

3. Financial Update

Paul gave an overview of the financials up to date. The pace of spending is increasing as the number of projects increase and will most likely continue at a faster pace. With the state bond passing, there are more projects coming from around the state to DSA which may slow down our progress.

4. Project Updates

Charley gave an overview of the projects in the works and anticipated start dates:

- Some earlier projects were completed in-house.
- Zane S Street project has been approved. It will go out to bid soon.
- Alice Birney Lot: Spring or summer 2017 anticipated start.
- Lafayette Lot: Summer or fall 2017 anticipated start.
- Music Building: Late spring or summer 2017 anticipated start.
- Alice Birney Office: Winter 2017 or spring 2018 anticipated start.
- Alice Birney (in-house): Installation of bell/PA system, fall 2017 anticipated start
- Lafayette Office: Winter 2017 or spring 2018 anticipated start.
- Winship: CTE greenhouse, in progress
- Washington/Grant Lots: In contract with engineering company to start those projects
- Gym: OPSC is visiting December 8, 2016. 50% or more in repairs triggers funding.
- Paul reflected on the town hall meeting. He stated that it was a good meeting and the most people just asked the Board to be mindful in their decision. Some Eureka High School P.E. teachers, coaches, and students spoke, as did the Heritage Society. District staff recommended a new gymnasium, but decided to go through the CEQA process before direction is given from the Board.

5. OPSC Visit Report

We have been trying to get OPSC here to look at the projects for which we have concerns: the gymnasium, Ag complex, storm drains, and one non-bond item, Jacobs. They will be here December 8, 2016 and Paul will be able to report out at our next meeting.

6. COC Membership Update

Paul has been working with site principals to get recommendations. There is a potential candidate with a student at the high school.

7. Set Next Meeting Dates: February 8, 2017 (Set), May 17 or 24, 2017

February 8, 2017 is confirmed. Jim will let Jen know which date(s) work for him in May. Either date works for all other members.

8. Topics for February Meeting

Committee members collaborated on the topics for our next meeting:

- Minutes
- Financials
- Projects
- OPSC visit
- Report out to community
- Next meetings
- Tour Lincoln

F. TOUR EHS GYMNASIUM AND BAND BUILDING

Charley guided the committee tour of the gymnasium and band building. He took them into the pool area of the gymnasium to show the damage to the roof and the disrepair of the facility. He explained the magnitude of the scope of work that would have to be addressed if the Board recommends modernization.

The committee visited the band building next and Charley shared the proposed lay-out and changes that would be addressed during the modernization.

G. ADJOURNMENT

Chair Jones adjourned the meeting at 6:08 p.m.

Respectfully submitted,

Paul Ziegler
Assistant Superintendent / Business Services

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Recording Secretary, Jen Snipes

CHAIR OF THE COMMITTEE

DATE

The next regular meeting will be held February 8, 2017, at 4:00 p.m. in Room 104 at 2100 J Street, Eureka, CA.

(MINUTES /js)