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Eureka City Schools Citizens' Oversight Committee  
*Virtual Google Meets Meeting due to COVID-19*

**REGULAR MEETING**

4:00 PM

February 24, 2021

**MINUTES**

A. CALL TO ORDER OF OPEN SESSION

Chair Denise Jones called the regular meeting to order at 4:04 p.m.

Members Present : Denise Jones, Greg Burger, Bert Campton, Jason Mayhorn, Shalise Miles

Members Absent : Syn-dee Noel, Becky Reece

Staff Present : Paul Ziegler, Charley Batini, Jen Snipes

B. PUBLIC COMMENT ON NONAGENDA ITEMS

There were no public comments on nonagenda items.

C. CONSENT

**1. Minutes of the Regular Meeting of February 24, 2021**

M/S, Miles/Campton. All in favor.

D. DISCUSSION / ACTION

No discussion/action items on the agenda.

E. DISCUSSION

**2. Receive and Review 2019-20 Performance & Financial Bond Audit**

• ***Jesse Deol, James Marta & Co.***

Paul introduced Jesse Deol from James Marta & Co. He is a partner with the firm and will highlight the audit for the members.

Jesse gave a brief overview of:

- Financial Audit
- Review Controls
- Testing of Transactions, etc.

He verified that the bond was properly accounted for and shared the balance sheet, as of June 30, 2020, with the group.

Jesse explained the methodology of the Performance Audit.

The auditors look at transactions to make sure the District is spending appropriately, and confirmed that we are.

In conclusion, all expenditures were in accordance with the bond measure. It was a clean audit and there were no findings.

Denise asked Jesse if the interest can only be spent on a bond expenditure. He answered yes.

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Jesse let the committee know that next year there will be two separate audits, one for Measure S and one for Measure T.

Paul praised Jesse and James Marta & Co. for their hard work.

### **3. Financial Update: Review Expenditure Report**

- **Measure S**

Paul let the committee know that \$19.77M has been spent to date.

It was a slow quarter. Only \$1M spent in the second quarter.

- **Measure T**

The District will use Measure S funds until we sell bonds for Measure T, and then transfer back once Measure T funds are available.

Shalise asked why we are waiting to sell. Paul explained that we have to have a reasonable expectation to use all of the funding within three years. It's about timing it right.

Denise asked if we did not have enough funds in Measure S could we use Measure T funds for the gym. Yes, it is in the bond language, per Paul.

There is a lot going on behind the scenes and we have used just under \$600K so far.

We hope to break ground in the fall of 2021. DSA will be a factor in the timeline.

### **4. Projects Update**

- **Measure S**

Charley gave an update on projects:

- Gymnasium: we sent out prequalification applications to the public/exchanges and responses are due on March 5<sup>th</sup>. Notice Inviting Bids went out today and will go out again on March 3<sup>rd</sup>. Plans are still under review with the Fire, Life, and Safety (FLS) inspector at DSA, after several meetings with her. There will be no hold up getting the plans to the exchanges as we will send out an addendum if there are any FLS changes. Bid opening is April 20<sup>th</sup> and then to the Governing Board for acceptance of low bid or rejection of all bids. This project was originally a Lease Leaseback project but due to our rural location, the 60% "skilled and trained" workforce could not be met.
- Jacobs: abatement and demolition is complete.
- Alice Birney Office: plans are approved and ready to go but the project is on hold until the gym bids come in.
- Winship Fence: in progress but our employee with the most fencing experience has left the District.
- Bell/PA Systems: in progress
- Lafayette Parking Lot: staff is cleaning up the retention area to make it safer and nicer looking but still functional. We did the same process at Alice Birney.

- **Measure T**

- Albee Stadium/Cloney Field: we are working with a company to camera the pipes. Charley is meeting with SHN Engineering tomorrow to refine a report for the architect.

**5. Membership Terms Revisited**

Jason and Syn-dee were absent from the November meeting where term limits were decided.

Jason said he was fine with the two-year term assigned. Denise checked in with Syn-dee after the last meeting and she accepted her assignment.

**6. Public Records Act Request from California Association of Bond Oversight Committees (CaLBOC)**

- **Acceptable Use Agreement**

The District received a Public Records Act Request (PRAR) from CaLBOC. It is a fairly benign request but they want a list of COC member's names and email addresses. Paul offered the members the opportunity to obtain an ECS email address, if they preferred.

**7. Community Conversations**

Nothing to report by the member.

**8. Next Meeting Dates: May 12, 2021 (confirmed); August 18, 2021 (proposed)**

May 12, 2021 and August 18, 2021 were both confirmed.

**9. Topics for Next Agenda**

Recap Annual Report to the Community

In closing, Denise thanked ECS staff and the committee members for all the work they do.

**F. ADJOURNMENT**

Chair Jones adjourned the meeting at 5:05 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 May 12, 2021, at 4:00 p.m via Virtual Google Meets  
Meeting due to COVID-19*