

**Red Bluff Union Elementary School District
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
MINUTES**

April 29, 2020 5:30 PM

Attendance Taken at 5:36 PM:

Present:

Mrs. Nancy Collins
Mr. Cliff Curry
Mr. Eric Frey
Mrs. Sukh Hundal-Klein
Mrs. Tracy Meagher
Mrs. Ariana Serrano
Mr. Troi Shilts

Absent:

Ms. Barbara Dancel
Ms. Sharon Russell

Updated Attendance:

Ms. Barbara Dancel was updated to present at: 5:46 PM

1. OPEN SESSION / CALL TO ORDER / ROLL CALL

Minutes:

Committee Chair Eric Frey called the meeting to order at 5:35 p.m.

2. AGENDA MODIFICATIONS

Minutes:

There were none.

3. PUBLIC COMMENT

Minutes:

There were none.

4. CONSENT AGENDA

1. Minutes

Minutes:

The updated CBOC January 15, 2020 meeting minutes, with the correct information, were adopted with no objections.

5. BOND EXPENDITURES

Motion Passed: Approval of the expenditures as being in the perimeters of the bond allowances. Passed with a motion by Mrs. Nancy Collins and a second by Mrs. Sukh Hundal-Klein.

Yes	Mrs. Nancy Collins
Yes	Ms. Barbara Dancel
Yes	Mr. Eric Frey
Yes	Mrs. Sukh Hundal-Klein
Yes	Mrs. Tracy Meagher
Absent	Ms. Sharon Russell
Yes	Mr. Troi Shilts

Minutes:

Superintendent Cliff Curry updated the committee on the Expenditure Report and discussed the project and expenses. The costs displayed in the reports are for the architects that are currently working on the Facilities Master Plan; Consultant James Bush, is working with the state modernization order for the title searches; the Civil Engineers are completing site surveys of projects that need to be completed.

Committee Chair Eric Fray asked who is James Bush. James Bush is the consultant with over 25 years' experience as a facilities manager for Roseville School District and also worked with State in writing some of the Bond Modernization rules and regulations and has helped with the application process for the modernization funds. Mr. Eric Frey asked for clarification on title searches. Mr. Cliff Curry stated the title searches were needed by the Civil Engineer to complete the site surveys at each site and to make sure there weren't any conflicting setbacks with the State or some of the utilities. The District contracted with NorCal Title for the title searches.

There was discussion to clarifying the committee members role in the extent of reviewing the Expenditure Reports. It was clarified that the mandate of the committee members is to interpret the bond project list language from the bond and evaluate it against the costs.

Mr. Cliff Curry shared the next step for the Committee would be to look at ways to create the Annual Report that will be shared to the Public, which is a requirement by the committee. Several annual reports from other school districts were reviewed as examples.

Committee Chair Eric Frey asked the committee members if they would prefer to vote on the Bond Expenditure Report as an Action Item for future meeting agenda.

Motion Passed: Approval to review the expenditures each meeting as they appear on the agenda for active business. Passed with a motion from Nancy Collins and a second by Barbara Dancel.

Yes Mrs. Nancy Collins
Yes Ms. Barbara Dancel
Yes Mr. Eric Frey
Yes Mrs. Sukh Hundal-Klein
Yes Mrs. Tracy Meagher
Absent Ms. Sharon Russell
Yes Mr. Troi Shilts

6. STRATEGIC PLAN AND OTHER INITIATIVES

1. Consent Agenda - Items removed for later consideration

2. CBOC Bylaws

Motion Passed: Approval to accept the CBOC Bylaws in aggregate as corrected. Passed with a motion by Mr. Eric Frey and a second by Mrs. Tracy Meagher.

Yes Mrs. Nancy Collins
Yes Ms. Barbara Dancel
Yes Mr. Eric Frey
Yes Mrs. Sukh Hundal-Klein
Yes Mrs. Tracy Meagher
Absent Ms. Sharon Russell
Yes Mr. Troi Shilts

Minutes:

Committee Chair Eric Frey asked for clarification on the Bylaws and what the process was for voting. The Action Item was to vote to accept the CBOC Bylaws.

There was discussion regarding the title of the Committee Clerk as it reads in the CBOC Bylaws title, as Vice Chair.

Correction on page 5 of the CBOC Bylaws- Correct the name of the school district with Red Bluff Union School District.

3. Establish Meeting Dates for 2020

Motion Passed: Approval of CBOC Meeting dates for 2020 as July 22, 2020 and October 21, 2020 scheduled to begin at 5:30 p.m. Passed with a motion by Mrs. Tracy Meagher and a second by Ms. Barbara Dancel.

Yes Mrs. Nancy Collins
Yes Ms. Barbara Dancel

Yes Mr. Eric Frey
Yes Mrs. Sukh Hundal-Klein
Yes Mrs. Tracy Meagher
Absent Ms. Sharon Russell
Yes Mr. Troi Shilts

Minutes:

The Committee Members discussed that the committee would meet on quarterly basis, per the Bylaws.

7. COMMUNICATIONS

1. Comments from the Committee

Minutes:

There were none.

2. Future Agenda Items

Minutes:

Agenda Item: Title Update of Committee Clerk, as an Action Item. In order to be consistent with the CBOC Bylaws as it currently reads as Vice Chair without a title of Committee Clerk.

8. FUTURE BOARD MEETING DATES/LOCATIONS

Minutes:

Date of next Meeting- Wednesday July 22, 2020 at 5:30 p.m. at the District Office, 1755 Airport Blvd.

9. ADJOURNMENT

Minutes:

The meeting was adjourned at 6:13 p.m.

Committee Chair, Eric Frey

Superintendent, Cliff Curry