

# NEWARK UNIFIED SCHOOL DISTRICT

## Citizens' Bond Oversight Committee

*Meeting Minutes from the Special Meeting on September 8, 2015*

Those in attendance: CBOC Members-Cary Knoop, Marilyn Painter, Cindy Parks. Jack Dane (Arrived at 7:55PM)  
NUSD Staff-Bryan Richards  
Vanir Construction-Victor Lopez  
Public/Guests-None

### **1.0 Call to Order**

The meeting was called to order at 6:08PM

### **2.0 Roll Call**

The sign-in sheet was utilized

### **3.0 Visitors/Public Comments**

None

### **4.0 Approval of Meeting Minutes for June 9, 2015**

Marilyn Painter motioned, Cary Knoop seconded – Unanimous Approval

### **5.0 Approval of Meeting Minutes for August 11, 2015**

Marilyn Painter motioned, Cary Knoop seconded – Unanimous Approval

### **6.0 Financial Report**

2015 books are now closed. Bryan Richards addressed the question concerning the cost for the bond showing in the report. It was noted a few budget unexplained changes have taken place in the California Financial Services Report. A member mentioned not being able to locate the original board approval authorizing the initial bond budget. Bryan said, he would look into finding the budget the board approved. Victor Lopez stated, Vanir's budget doesn't change, it's based on PO's. There was a question about 600-650 MOT Facilities. It is the MOT Director's salary pro-rated.

### **7.0 Summer Projects Update**

Victor Lopez handed out a Summer 2016 Project List. The first page covered the Measure G projects from this past summer and gave a percentage of completion. The second page contain information on Prop 39 and High School flood repair. We were told there were a few issues with the Clocks, Bells and PA project at the high school with the PA system speakers and the wiring. Plus, the report also noted the contract plans were short 58 clocks.

## **8.0 Update on Errors Found in the Bond Performance Audit of 2012-2013 and 2013-2014 Issued by Crowe Horwath LLP**

Bryan Richards hasn't heard back from the auditors concerning the Audit issues. Bryan had placed the call earlier that same day.

## **9.0 Acceptance of Resignation, Member Tammie Mackey**

Cary Knoop reported Laura Johnson was in possession of an email from Tammie and he had spoken with her. It is her intent to resign from the committee. Resignation accepted.

## **10.0 Re-Issue Measure G Bond Program, Annual Report 2012-2013**

A revised Annual Report was handed out. By consensus, it was determined the committee wanted an opportunity to review the report and receive clarification from the auditors. Cary Knoop also mentioned he would like the end of year reports for 2013 and 2014 to confirm the numbers.

Jack Dane arrived.

## **11.0 Measure G Bond Program, Annual Report 2013-2014**

A new draft of the Annual Report was handed out. The committee members had a similar opinion concerning this report.

### **11.1 Presentation of the Annual Report by Ad-Hoc Subcommittee**

Cindy Parks reported she was handed the report upon her arrival and with all the previous issues, doesn't feel comfortable making a recommendation to move forward. Bryan emailed both Cindy and Cary a copy of the 2013 and 2014 end of the reports.

### **11.2 Approve the Following Text:**

*Based on the review and observations of the Citizens' Bond Oversight Committee, we find that the Newark Unified School District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution and that funds are being used for the purposes specified in the ballot language.*

### **11.3 Approve the Annual Report**

### **11.4 Dissolution or Update of Composition of the Ad-Hoc Subcommittee**

Cary Knoop was selected to replace Tammie Mackey on the subcommittee. He and Cindy Parks will work on the 2013-2014 report. A Special Meeting to discuss the 2012-2013 Revised Annual Report and the 2013-2014 Annual Report was set for September 29, 2015 at 6PM. It was mentioned we could remove the Project/Budget pages or at least the budget numbers if they don't balance.

Agenda items 11.2, 11.3 and 11.4 were all tabled – Cary Knoop motioned, Marilyn Painter seconded – Unanimous approval

## **12.0 Appointment of Committee for 2014-15 Annual Report**

Auditors arrive in November, we could start to work on next year's report. This item was tabled. Marilyn Painter motioned, Cary Knoop seconded – Unanimous approval

### 13.0 Announcements, Requests, Debrief, Discussion

A question was asked concerning the length of time the signs will be posted in front of the school sites. The committee was advised the signs would remain posted until the end of all Measure G project. It was mentioned a few signs were leaning.

### 14.0 Adjournment

The meeting ended at 8:20PM

Minutes submitted by: Cindy Parks