

Newark Unified School District  
Citizens' Bond Oversight Committee  
December 13, 2016 Meeting Minutes

The meeting came to order at 6:00 pm

#### Present

CBOC Members: Cindy Parks, Jack Dane, Cary Knoop, Betty Williams and Marek Yarbrough.  
Member Adam Modzeleski was absent.

NUSD Staff: Bryan Richards

Vanir Construction: Robert Sands, John Watkins.

A quorum was established.

#### Visitor/Public Comment

There were no public comments.

#### Approval of Meeting Minutes for September 13, 2016

*Motion to approve the minutes for September 13, 2016*

*Moved by: Mr. Knoop*

*Second: Mr. Dane*

*Motion was approved (4-0-1-1)*

#### Update on Projects

Vanir and Mr. Richards provided updates on the Measure G Summer Projects.

#### Summer projects at Lincoln Elementary

Mrs. Parks started a discussion on whether any of the summer projects at Lincoln Elementary were still ongoing.

#### Financial Report

Mr. Richards provided updates on the financial transactions of fund 21. Mr. Richards also handed out the recent warrants issued for Fund 21. The committee liked receiving the warrant

report. The membership stated that if it is not too much work they would like to receive this report every meeting.

#### Lincoln PA system

Mr. Yarbrough started a discussion on whether the PA system at Lincoln Elementary works properly.

#### Board approval / authorization of Measure G Projects.

A discussion took place about board approval of measure G projects and the amounts authorized.

#### Technology Spending

A question was raised on the technology upgrade project. The district explained the remaining money is for the clocks and bells upgrades. It was confirmed by the district that CFS had this item incorrectly coded.

#### High School Science Lab

A discussion took place if the money on the architecture work from AEDIS was spent wisely.

#### Asbestos

A discussion about the carpeting in a storage room at Musick took place. Vanir explained the carpeting was put in to cover cracked tiles containing asbestos.

Mr. Knoop asked about asbestos at other sites and if sites inventories are kept. Mr. Sands explained each site is to have a binder, on site, with a list of all asbestos areas. Mr. Richards was going to follow up.

#### Warranty

A question about the warranty for HVACs and roofs was raised. According to Vanir the HVACs have a 5 year and the roofs have a 20 year warranty.

#### Account Codes

Mrs. Parks asked why site specific expenditures were coded in group 900.

### Christy White Associates, Performance & Financial Audit

Mrs. Parks explained to the new members the upcoming Measure G bond audit and its relation to the CBOC annual report. Mr. Richards mentioned when we receive the report there will be an audit finding. One of the warrants was charged to the wrong financial year.

### Bond Sale Report

Mr. Knoop asked if the bond premium was solely determined by market prices. Mr. Richards answered that it was.

### 2015-2016 Annual Report Update from Ad-Hoc Subcommittee

Mr. Knoop speaking on behalf of the ad-hoc subcommittee in charge of preparing the CBOC Annual Report said the ad-hoc subcommittee is waiting for several reports from the district. In answer Mr. Richards agreed to provide the Fund 21 account details and CFS information.

### Inspection Tour

The committee discussed the scheduling of an inspection tour. It was agreed the tour will take place in the first week of January at the following sites: Kennedy, Lincoln, Snow, Musick and McGregor / Whiteford. Mrs. Wilson will email available dates for the tour.

### Compliance with Education Code 15280(a)(1)

Mrs. Parks reiterated the requirements of the district to provide adequate support and information to the CBOC.

### Announcements, Requests, Debrief, Discussion

#### LCAP Meeting

Mr. Richards invited CBOC members to attend an LCAP meeting scheduled on Thursday January 12, 2017 at 8:30 AM. Mrs. Wilson will email more information to the members.

### Adjournment

Meeting was adjourned at 8:47 PM.

*Minutes by Cary Knoop*