

Newark Unified School District
Citizens' Bond Oversight Committee
March 14, 2017 Meeting Minutes

Present:

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

NUSD Staff: Vince Belloni, Bryan Richards,
Vanir Construction: John Watkins
Christy White: Michael Ash

1. Call to Order

The meeting came to order at 5:05PM

2. Roll Call

An attendance sheet was passed and all attendants signed their name.

3. Approval of Agenda

Motion to approve the agenda for March 14, 2017

Moved by: Mr. Knoop

Second: Mr. Modzeleski

Motion was approved (5-0-0-0)

4. Visitor/Public Comment

No comments

5. Approval of Meeting Minutes for December 13, 2016 (DISCUSSION/ACTION)

Motion to approve the minutes for December 13, 2016 with numbering to match the Agenda

Moved by: Mr. Knoop

Second: Mr. Yarbrough

Motion was approved (5-0-0-0)

6. Performance and Financial Audit, Christy White Associates - Michael Ash
(DISCUSSION/ACTION)

Michael Ash from Christy White walked through the report.

Mr. Knoop asked why an approximate \$1.4 million audit discovery reported in the general audit relevant to Measure G expenditures was not included in the Measure G bond audit.

Mr. Richards will update the CBOC whether an update to the Measure G bond audit will be made.

7. Energy Saving System, Syserco (DISCUSSION)

Mrs. Parks and Mr. Yarbrough asked questions about the usefulness of the Syserco temperature control system.

Heather Kaplan from Syserco was contacted by conference call, she explained that auditing of temperatures is provided free of charge as part of the service contract. Mr. Belloni was going to follow up with Mrs. Kaplan to enable reporting of temperatures including reporting for last December through February.

8. Update on Projects - Vanir Construction, Bryan Richards (DISCUSSION)

Mr. Watkins presented various report formats and asked the committee what kind of reports they would like to see going forward.

Vanir agreed going forward to present a report to the committee that would include estimated and actual cost by project (including soft cost) as well as estimated and actual start and completion times.

Mr. Yarbrough asked a question about the functioning of the PA system at Lincoln Elementary.

Mr. Yarbrough asked why an uneven floor at Snow Elementary was not scheduled for Measure G.

A question was asked about roof leaks. Vanir reported that there are no outstanding leaks.

9. Spring Inspection Tour – Remaining Sites (DISCUSSION/ACTION)

Sarah Wilson will coordinate a time for the CBOC members to go on a second tour for the remaining sites. Friday the 21st of April was set as the target date.

Included Schools: Newark Junior High, Birch Grove Primary and Intermediate, Schilling Elementary, Graham Elementary and Newark Memorial High.

10. Financial Report - Bryan Richards (DISCUSSION)

Mr. Richards walked through the current financial quarter.

Mr. Richards asked the Committee about the CFS system as a contract renewal is near. The majority of the membership expressed a desire to keep the system.

Mr. Knoop asked a question about the usage of escrow accounts.

Mrs. Parks asked a question about expenditures which appeared to have been incorrectly coded/labeled.

11. 2015/2016 Annual Report

A. Update from Ad-Hoc Subcommittee (DISCUSSION)

Mr. Knoop provided an update from the Ad-Hoc Subcommittee to prepare the Annual Report. The Subcommittee requested details on the approximate \$1.4 million discrepancy between the audited and unaudited year end close for Measure G activities. Mr. Richards promised to provide this information.

B. Add an Additional Member (DISCUSSION/ACTION)

The Committee did not find a need to add an additional member to the ad-hoc Subcommittee.

12. Invitation to Community Engagement event on Wed March 29 at 5:30pm at NMHS (DISCUSSION)

Mr. Richards presented a flyer and invited CBOC members to a Community Engagement event.

13. Announcements, Requests, Debrief, Discussion (DISCUSSION)

Mr. Knoop expressed his concerns about the scope and duration of meetings in consideration of attendants who are not CBOC members.

14. Adjournment

Meeting was adjourned at 8:25 by unanimous consent.