

MINUTES

Project Oversight Committee Meeting

9/16/2021 4:00 PM

TEAMs Virtual Meeting

In Attendance

Committee Members: Mitch Aten, Sandy Burke Bishop, Jake Lammers, Jim Mather, M. Jayson Meyer

District Staff: Dave Biletto, Tom Brown, Stephanie Doster, Steve Grube, Joe Phillips, Mark Shanoff, Danny Seepersaud, Nadine Stephens, Lisa Snead, Dolly Viderman, Andrew Ward

Call to Order

Meeting was convened at 4.05 pm by Ms. Snead.

Approval of August 19, 2021 Minutes

Motion to approve after the addition of the following two comments to be added to the member liability:

- About not being able to protect members
- It is out of the district's jurisdiction to protect volunteers

Motion was seconded by Jim Mather.

Passed: All aye's

Year-to-date Sales Tax Collections Update - Ms. Snead

The year ended with a little over \$5 million above the adopted budget for sales tax.

Expenditure Summary – September 2021

Monthly expenditure summary as of September 2021 was shared with the committee members.

Review of the Draft POC Annual Report

Committee members reviewed the draft. Ms. Bishop suggested adding two additional attachments to the report.

1. HVAC report that was shared
2. Facilities condition report

A request was also made to add a comment about the condition of DAC/Brewster buildings and properly maintaining the district's facilities. Ms. Snead reminded that the half-cent sales tax

committee is to oversee that the district is utilizing the referendum appropriately. Moving capital monies to address DAC issue could be misunderstood.

Annual Report Presentation to the Board – September 28, 2021

The committee requested to make the following changes to the presentation:

- Add all committee members on one slide
- Reorder the 'Internal and External Influences'
 - Make 'Pandemic: the first bullet.
 - Remove or change the slide graphic.

Member Comments

- Request for projects update at the next meeting

Next Meeting

Next POC meeting will be held on October 21, 2021 at 4:00 pm via TEAMS.

The meeting was adjourned at 4:27 pm.