

Citizens' Bond Oversight Committee
March 14, 2023
MINUTES

1. Call to Order

Secretary Cindy Parks called the meeting to order at 6PM

2. Roll Call

Members: Cary Knoop, Cindy Parks

Guests: Marie dela Cruz

Virtual Guests: Patty Paulsen from Key Analytics

3. Approval of Agenda

Cary Knoop motioned to approve the agenda renumbering 8.1, 8.2, 8.3 to 9.1, 9.2, 9.3

Cindy Parks seconded the motion – Vote was unanimous – Item was approved

4. Visitor/Public Comment

No public comments

5. Approval of Minutes for December 13, 2022

Cary Knoop motioned to approve, Cindy Parks seconded. Vote was unanimous – Item was approved

6. Financial Report

Patty Paulsen provided a financial update. There was a question about the expenditure reversals. They were Fund 25 expenditures that have been transferred to Fund 21. The committee once again questioned the need for the need for the same level of services from Key Analytics when the contract is renewed.

7. CBOC 2021-2022 Annual Report

The committee asked about the previous request for the Annual Report information. Patty Paulsen sent the financial information on January 5, 2023. She re-sent the information to district staff.

8. Update on Measure G Projects

Marie dela Cruz reported the only project left is the HVAC project. It was mentioned the financial report still shows flooring work is outstanding. She will look into clearing the project.

9. New Business

9.1 Election of Committee Chair and Secretary

Cindy Parks nominated and motioned for Cary Knoop to be Chair, Cary Knoop accepted and seconded the motion. Vote was unanimous – Item was approved.

Cary Knoop nominated and motioned for Cindy Parks to be Secretary, Cindy Parks accepted and seconded the motion. Vote was unanimous – Item was approved.

9.2 Confirm Site Tours date and time, currently scheduled for April 7, 2023 at 8:30 AM

Cary Knoop motioned to approve and Cindy Parks seconded the site tour time, & date. Vote was unanimous – Item was approved.

9.3 Recruitment of new CBOC members

Even though the Measure G Bond projections are winding down, Cary Knoop mentioned district's lack of legal compliance with the number of members and the experience that can be garnered by the district seeking new members.

10. Announcements and Requests (Discussion/Action)

Marie dela Cruz mentioned the Audit Report should have been presented at this meeting. The committee agreed to schedule a special meeting on March 28, 2023 to review the Audit Report.

11. Adjournment

Cary Knoop motioned to adjourn the meeting at 6:58PM, Cindy Parks seconded the motion. Vote was unanimous – Item was approved.