

SIMI VALLEY UNIFIED SCHOOL DISTRICT
MEASURE X
CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)
MINUTES OF MEETING HELD ON
AUGUST 14, 2017

Time: 6:30 pm

Location: Education Services Center – Floyd Binns Conference Room
875 E. Cochran Street
Simi Valley, CA 93065

1. CALL TO ORDER: The meeting was called to order at 6:37 PM by Richard Grossman

In Attendance: Members: Jenniffer Jones, Kathleen Hinkle, Bethany Lowry, Alisa Hensel, Kareem Jubran, Richard Grossman, Kimberly Knight, Shawn Herrera, Frank Sinsheimer,

Alternates: Steve Randall

District staff: Tony Joseph, Jake Finch

Absent: Barry Fisher, Diane Bentz, Patrick McCarty

Guests: None

2. PLEDGE OF ALLEGIANCE: Led by Richard Grossman

3. INTRODUCTIONS: Meeting attendees introduced themselves.

4. APPROVAL OF MINUTES: The March 13, 2017 CBOC Meeting Minutes were approved with one correction noted under the section titled “Election of Publicity Chair”, MSCU Jones/ Sinsheimer.

5. PUBLIC COMMENTS: None

6. ACTION ITEMS: None

7. INFORMATION ITEMS:

7.1 Review of CBOC Responsibilities: The CBOC reviewed it’s duties under Section 3 of the By-Laws, which specify that the CBOC; 1) inform the public, 2) review expenditures, and 3) produce an annual report. The CBOC discussed means of informing the public, including the posting of information on it’s Facebook page. The CBOC discussed the process by which it will review expenditures, and it’s authority to request records of any expenditures of Measure X funds. The CBOC also discussed the preparation of a draft Annual Report, and the need for the District to obtain an annual independent Performance Audit for Measure X expenditures through June 30, 2017.

7.2 Bond Sales: Mr. Joseph transmitted the CBOC electronic copies of the Post-Pricing Book, Measure X expenditures documentation, and summer projects information on August 10, 2017. The Measure X expenditures documentation was reviewed with the CBOC at this meeting.

7.3 Projects Report: Mr. Joseph reviewed the Summer Projects list with the CBOC which identifies each Measure X funded project in red font. The Summer Projects list includes over \$5 Million in Measure X funded projects, all of which are under construction. The CBOC would like to have information on the completion dates or percent complete for these projects.

7.4 Expenditures Reports: Expenditures reports from the Escape accounting system were handed out and reviewed with the CBOC. These reports were also E-mailed to the CBOC on August 10. The CBOC requested the Description portion of the expenditures reports be revised to more clearly identify the Board of Education meeting date and consent or action item associated with the various contracts listed in the expenditures reports.

7.5 Measure X Board Approvals: Mr. Joseph brought binders containing copies of all Measure X Board of Education approvals to date, to the meeting. Mr. Joseph also made available, copies of all recent Board of Education approvals involving Measure X funds at this meeting. Copies of Measure X funded board items slated for approval at the Board of Education's August 15 meeting were also made available at this meeting. The CBOC discussed whether or not board items needed to be made available to the CBOC before their actual approval. At this time they are being made available. The CBOC may decide to receive the board authorizations only after the Board of Education has acted to approve of the items. The authorizations are also being E-mailed to the CBOC.

7.6 Master Planning Update. The District has initiated Master Planning agreements with several architectural firms on the list of approved architectural firms that the Board of Education approved on January 17, 2017. The Master Planning involves most, but not all of the District's school sites. Mr. Joseph indicated that some school sites have recently been greatly improved and do not need Master Planning at this time.

7.7 State Funding Update: Mr. Joseph handed out a sheet containing the list of projects that the District is in various lines for state matching funds totaling \$11,593,057. Two unfunded approvals totaling \$4,865,902 are expected to receive state funding apportionments shortly after the state completes its initial bond sale, which is expected by the end of 2017.

7.8(a) Annual Report: The CBOC discussed preparation of an Annual Report, and reviewed the provisions in the By-Laws regarding the Annual Report. Jenniffer Jones volunteered to prepare a draft Annual Report, which the CBOC plans to review, and consider approving at their next meeting. It was noted that a portion of the Annual Report may require the CBOC's receipt of the annual performance audit, this the need for obtaining an independent performance audit was noted. Mr. Joseph indicated he will inform the District of the need to obtain an auditor to perform the independent performance audit.

7.8(b) Roster of CBOC members. The CBOC needs a Bona-fide member of a taxpayer's organization in order to have members from all required categories. Alternate Steve Randall indicated he is now a member of a Bona-fide taxpayer's organization. The CBOC requested Mr. Randall be the replacement for Pradeep Ranade, who recently resigned from the CBOC.

8. DISCUSSION ITEMS:

8.1 Measure X CBOC Report to the Board of Education: The CBOC decided not to report to the Board of Education at tomorrow evening's Board Meeting. The CBOC (via Jenniffer Jones) plans to report to the Board of Education at the September 12, 2017 Board of Education Meeting.

8.2 CBOC Facebook Page: The CBOC plans to post the approved minutes on the Facebook Page. Jenniffer Jones indicated the Facebook Page that the CBOC is using is for host posting only, and that others cannot post or comment on the Facebook Page.

9. NEXT MEETING:

Date: November 8, 2017
Time: 6:30 pm

Location: Educational Service Center – Floyd Binns Conference Room
875 E. Cochran Street
Simi Valley, CA 93065

9. OTHER BUSINESS: The CBOC requested member name sheets be brought by the District to the CBOC's meetings.

10. ADJOURNMENT: On MSCU Knight/ Hensel the meeting was adjourned at 9:07 PM.