



LL Measure Citizens' Bond Oversight Committee (CBOC)

4:00 pm – 6:00 pm

Zoom Virtual Meeting

Vision: Our vision in Vista Unified School District is to be the model of educational excellence and innovation.

Mission: The purpose of Vista Unified School District is to inspire each and every student to persevere as critical thinking individuals who collaborate to solve real world problems.

Values: RESPECT, TRUST, COLLABORATION, EQUITY

Purpose of Committee:

- Actively review and report on the use of bond proceeds.
- Ensure bond proceeds are spent only on permissible purposes and not for any other purpose.

Meeting Dates 2020-2021:

- August 18, 2020
- November 10, 2020
- February 16, 2021
- May 18, 2021

Resources:

- [Facility Bond - Measure LL VistaUSD Website](#)
- [Bylaws Approved 2-18-20](#)

PLEASE NOTE: On March 17, 2020, Governor Newsom issued Executive Order N-29-20, which among other things, specifically eliminates the requirement to make a physical location available for the public for meetings under the Brown Act. VUSD Citizen's Bond Oversight Committee (CBOC) can comply with public attendance and comment requirements holding a meeting via "teleconferencing" and allowing members of the public to observe and comment either telephonically, or otherwise electronically. The District is doing its part to help in the efforts to reduce the spread of COVID-19 by encouraging members of the public to watch/listen to the CBOC meetings live online. If employees and/or members of the public would like to contact the CBOC about this upcoming agenda, please send an email to danicareed@vistausd.org prior to the start of the CBOC meeting. These comments will be shared with the CBOC members prior to the meeting. If you wish for your written comment to be read aloud, please indicate this specifically in your communication. Requests for written comments to be read aloud will be honored, subject to the CBOC time limits on public comment.

Approved Minutes: May 18, 2021

Join Zoom Meeting

<https://vistausd.zoom.us/j/98151009752>

[Audio Recording of May 18, 2021 VistaUSD CBOC meeting](#)

AGENDA ITEMS	PRESENTER	TIME	TALKING POINTS	NOTES AND NEXT STEPS
1. Introduction: a. Brown Act Statement	John Wathen	5		

<p>2. Welcome:</p> <p>a. Determination of Quorum of five (5) - Roll Call</p> <p>b. Flag Salute</p>	Linda Latimer	5	<p>Roll Call:</p> <ol style="list-style-type: none"> 1. John Aguilera 2. Charles Basso 3. Michael Hunsaker 4. Michael Large 5. Linda Latimer 6. Penny Harrington 7. Garth Hall 	<p>Note: Garth Hall resigned 2/23/2021</p> <p>Quorum confirmed: Linda Latimer, Penny Harrington, Mike Large, Charles Basso, John Aguilera.</p>
<p>3. Administrative Matters:</p> <p>a. Vacant CBOC positions</p>	Linda Latimer John Wathen	5		<p>John Wathen shared that the CBOC application was posted on the District website front page as well as the CBOC webpage. Flyers will be distributed to Moose, Elks lodges as well as senior citizens centers. The application will also be shared in the Superintendents community update. The recruitment flyer was posted for public viewing outside, in the announcement box at the District offices.</p> <p>Linda reviewed the link with the committee to identify the upcoming vacant positions. John indicated per Bylaws we need a Parent/guardian PTA member as well as a Senior Citizens' member. Linda said that she could fill the role of PTA member if needed.</p> <p>Submissions should be emailed to Danica and/or John directly.</p>
<p>4. Public Comment</p>	Public	5		No public comments
<p>5. Approval of Minutes from Meeting:</p> <p>a. February 15, 2021</p>	Linda Latimer	5		<p>Motion: Penny Harrington</p> <p>Second: Mike Large</p> <p>All present approved.</p>
<p>6. Review:</p> <p>a. Bond Projects/Board Updates</p> <p>b. Financials</p>	<p>Ami Shackelford</p> <p>Karen Ridel</p> <p>John Wathen Kevin Waugh Grace Chan Alex Preciado Ed Ross</p>	45	<ol style="list-style-type: none"> 1. Annual Audit 2. Annual Report Development process (sprint team) 3. Measure LL Financial Report: <ul style="list-style-type: none"> o Contract Summary by Project o Project Status Report 4. Facility Bond CBOC Update 	<p>Annual Audit & Annual Report:</p> <p>Ami indicates that the audit report is not yet available; auditors are behind due to staffing challenges. We are hoping to receive it by the end of May.</p> <p>Audit will be shared via email. Annual reports can be completed via email or we can form a Sprint Team. Report will be presented to CBOC in August and presented to the Board in September.</p> <p>Options on how to handle the creation of the Annual Report: 1) District can start the draft and circulate via email in a Google doc with high level ideas and one person can edit for one voice. 2) Form a Spring team or work with a</p>

				<p>particular person. Penny volunteered as the Sprint point person.</p> <p>Danica will send the link to CBOC members of the mini Board workshop presentations monthly.</p> <p>Financial Report: Karen R. shared details of the linked reports (3) as a whole and project by project. Penny asked about the sum total report; Karen indicates that this information is in the slide presentation by project name. Ami indicates that the Board presentation report runs earlier whereas the printed report runs after the Board and this may cause a timing issue. For the future, Ami asked Karen to check in Accountability to see if there is a summary of the printed report for the whole program that can be shared with CBOC.</p> <p>Facility Bond CBOC Update: Alex and Ed with the PPC team, John W., and Kevin W. shared and answered questions regarding the linked presentation.</p> <p>Linda L. asked about the MMS/Lake parking lot challenges. John W. indicates that the District re-stripped the parking lots to redirect pickup and drop off traffic flow with good success to address the challenges.</p>
7. Roundtable/Comments	Committee Members	10		<p>Charles: With costs increasing in materials; how does this affect the locked-in cost with the construction bid? John W. indicates that costs get locked down once we get to the guarantee maximum price (GMP) through the lease leaseback project. This takes place at the end of the design phase when we bid out to contractors and then award the bid and lock in the costs. Masonry construction looks more attractive because costs are less than lumber; this is something that PPC is determining. What type of building materials can be considered in the design.</p>
8. Discussion: Topics and Information for Next Meeting		10	Proposed: 08/17/2021, 11/09/2021, 02/15/2022, 05/17/2022	Are quarterly meetings on the third Tuesday workable for everyone? Everyone agreed.
Future Meeting Dates: ● 2021-2022 TBD		5		2021-2022 Meeting Dates: ● August 17, 2021 ● November 9, 2021 (2nd Tuesday of month) ● February 15, 2022

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