Gateway Unified School District
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MEASURE G BOND OVERSIGHT COMMITTEE MEETING MINUTES
August 12, 2014

5:30 P.M. Committee Meeting — **Central Valley High School: Talon Hall**

1. **The Bond Oversight Committee Meeting was called to order at 5:30 p.m.** by Superintendent James M. Harrell. — **CALL TO ORDER**

2. **Flag Salute** was not performed. The flag had been removed over the summer during the maintenance cleaning. The flag will be brought back once school begins. — **PLEDGE**

3. **Roll Call:** — **MEMBERS PRESENT**
   A quorum was established with the following Bond Committee Members present: Michael Daniels, Steve Hagenbaugh, Leroy Perkins, Kim Weatherbee, Tammi Whetstine and Jim Harrell, Superintendent

   MEMBERS ABSENT
   Absent: Richard Artusy

4. **Approval of Agenda:** — **APPROVAL OF AGENDA**
   The agenda was approved as presented.

   WEATHERBEE/HAGENBAUGH
   Moved and seconded to approve the agenda as presented.

   Motion carried unanimously: 5 AYES - 0 NOES; 1 – ABSENT
   ABSENT: ARTUSY

5. **Public Forum:** — **PUBLIC FORUM**

   There was no public comment.

INFORMATION ITEMS

6. Information Items

6A. Introduction of new and current Bond Committee Members *(I) (D)*

INTRODUCTION OF MEMBERS

The Committee members introduced themselves along with introductions from the District Office staff that were present.

6B. Presentation of the District's 2012/13 Proposition 39 and Measure G General Obligation Bond Performance Audit Report *(I) (D)*

2012/13 BOND PERFORMANCE AUDIT

Director of Business Services Michelle Dunham reviewed with the Committee the 2012/13 Bond Performance Audit and explained how the audit process works.

6C. Discussion regarding the one (1) year Audit Services Contract provided by Matson and Isom, CPA audit firm for Measure G General Obligation Bonds of the Gateway Unified School District *(I) (D)*

BOND AUDIT SERVICES CONTRACT – 1YR W/MATSON & ISOM

Director Dunham reviewed the audit services contract provided by Matson and Isom, CPA audit firm with the Committee.

6D. Presentation of the Board ratified contract for Architectural Services Contract with Semingson Architects for the Central Valley High School Renovation Projects *(I) (D)*

ARCHITECT SERVICES CONTRACT - SEMINGSON ARCHITECTS

Superintendent James M. Harrell provided the Committee with a brief history of the long-term debt that the District paid off with the recent bond sale in December 2013. The remaining funds, after the long-term debt was paid, were combined with the balance in the current bond fund for the renovation projects that are taking place now. Superintendent Harrell reviewed with the Committee the selection process for the architectural services and the ratification of the contract with Semingson Architects. The Architectural Services Contract was ratified by the Governing Board at the April 29, 2014 Regular Board Meeting.

6E. Presentation of the Board ratified Lease-Leaseback Agreement with Gifford Construction, Inc. for the Maintenance and New Construction Projects (Central Valley High School) *(I) (D)*

LEASE – LEASEBACK AGREEMENT GIFFORD CONSTRUCTION

Superintendent Harrell and Director Dunham reviewed the Lease-Leaseback process with the Committee and explained the background for using this type of agreement for the Central Valley High School renovation projects. The Lease-Leaseback Agreement with Gifford Construction, Inc. was ratified by the Governing Board at the May 14, 2014 Regular Board Meeting.

INFORMATION ITEMS (Cont.)

6. Information Items (Continued):

DISTRICT WIDE INTERCOM, PAGING & BELL SYSTEM AGREEMENT – WORLD TELECOM & SURVEILLANCE

6F. Presentation of the District Wide Intercom, Paging and Bell System based on the Request for Proposals (RFP) *(I) (D)*

Superintendent Harrell reported that as part of the District's Safety Plan, it is essential that the District have an "all call" system for each school site, noting that currently the District uses an analog system and will be switching to digital with the new system. Superintendent Harrell explained the Request for Proposals process for the new system. The District Wide Intercom, Paging and Bell System was awarded to World Telecom & Surveillance, Inc. and was ratified by the Governing Board at the June 25, 2014 Regular Board Meeting.

TIMELINE REVIEW – CVHS RENOVATION PROJECTS

6G. Timeline review for the Measure G Bond Central Valley High School *(I) (D)*

Superintendent Harrell reviewed the timeline for the Central Valley High School renovation projects (gymnasium and tennis courts) since the December 2013 bond sale. The projected date for the gymnasium floor to be ready is September 1st and the tennis court renovation project should be completed in the next three weeks. Superintendent Harrell and Director Dunham reported that the District was contacted by the Division of State Architect (DSA) informing the District that there were 14 projects from the past, some that were very old, that had not received DSA certification at the close of those projects. The District is working with a DSA inspector to close out and certify these 14 projects. Director Dunham explained that each project requires a state fee; however, the fee has been waived for some of the projects. Director Dunham reported that bond funds are being used to close out these projects.

NEW ITEMS:

7. New Items:

SELECTION OF COMMITTEE CHAIRPERSON AND VICE CHAIRPERSON

7A. Selection of Committee Chairperson and Vice Chairperson *(D) (A)*

Committee Member Steve Hagenbaugh nominated Tammi Whetstine to be the Committee Chairperson and nominated Kim Weatherbee to be the Committee Vice Chairperson. The Committee voted unanimously to approve the nominations.

HAGENBAUGH
Moved to approve the nominations as presented. *(There was no second motion given.)*

Motion carried unanimously: 5 AYES - 0 NOES; 1 – ABSENT
ABSENT: ARTUSY

NEW ITEMS (Continued)

7. New Items (Continued):

7B. Approval of the Bond Fund Budget Report through August 7, 2014 *(D) (A)*

BOND FUND REPORT & UPDATE THROUGH AUGUST 2014

Director Dunham reviewed the Bond Fund Budget Report with the Committee explaining the expenses to date and the current bond fund balances:

- Other Projects & Closeouts (DSA) Balance: $ 15,451.05
- CVHS Tennis Courts Balance: $ 85,000.00
- CVHS Large Gym Balance: $118,367.47
- District Wide Bell/Paging System Balance: $205,000.00

WEATHERBEE/WHETSTINE
Moved and seconded to approve the Bond Fund Budget Report through August 7, 2014 as presented.

Motion carried unanimously: 5 AYES - 0 NOES; 1 – ABSENT
ABSENT: ARTUSY

7C. Soliciting members from the public who reside in the Gateway Unified School District boundaries to serve on the committee as: *(D)*

- A bona-fide tax payer representative
- A business member representative (business must be located in the District's boundaries)

SOLICITING OF BONA-FIDE TAX PAYER & BUSINESS MEMBER REPS.

Superintendent Harrell explained that the District is actively seeking to fill the bona-fide tax payer and business member representative positions.

7D. Set next meeting date *(D)*

NEXT BOND COMMITTEE MEETING

The next meeting will be held at Central Valley High School in the Library on October 14, 2014 at 5:30 p.m.

7E. Tentative Tour of Gymnasium *(D)*

TOUR OF GYMNASIUM

The Committee took a tour of the gymnasium after the meeting was adjourned.

8. Committee Comments:

COMMITTEE COMMENTS

Committee Chairperson Tammi Whetstine inquired as to why Grand Oaks Elementary School has not received any improvements yet. Committee Member Leroy Green requested clarification concerning the difference in higher expenditures for the architect based on what was budgeted. The Committee held a discussion on new building developments in the City of Shasta Lake area that will impact the District's schools.

9. Adjournment: **ADJOURN**

DANIELS/PERKINS
Moved and seconded to adjourn.

Motion carried unanimously: 5 AYES - 0 NOES; 1 – ABSENT
ABSENT: ARTUSY

The meeting was adjourned at 6:45 p.m.

Submitted by: Approved by:

James M. Harrell, Superintendent

Tammi Whetstine, Committee Chair