

**Measure Q Citizens' Bond Oversight Committee**

**Wednesday, May 16, 2018 – 6:30 P.M.**

**City Council Chambers**

**600 East A St., Dixon, CA 95620**

**Unadopted Minutes**

I. Call to Order

A. Roll Call

1. Robert Strong, Chair – A
2. Tad Smith, Co-Chair – P
3. Jack Caldwell, Member – A
4. Andrea Kett, Member – P
5. Julie Mustard, Member – A
6. Jorget Potier, Member – P
7. Gary Riddle, Member – P

B. Adoption of Agenda

A motion was carried by the following vote to adopt the agenda:

AYES: Smith, Kett, Potier, Riddle

NOES:

C. Reading and Approval of Minutes- Tad Smith, Co-Chairperson

A motion to approve amended minutes was made by all.

D. Consent Calendar – None

II. **A. Committee Interim Report to Citizens – Gary Riddle, Member**

Member Riddle said that Ed Code 15280b states that a report shall be issued at least once a year from the CBOC. He went on to say that an interim report is a report that will be part of the annual report. Co-chair Smith said that in the report, they should include a summary of where the CBOC is in the whole process and as well as the effort that has taken place for a general overview. Mr. Riddle stated that it would be good if it gets posted on their website and they should also contact the newspapers. Co-chair Smith stated that they should try to get this done by June 15<sup>th</sup>. Mr. Riddle suggested that they ought to be closing out CBOCs first year. He said that since they are coming up to a year that the committee has been active, they should be concentrating to get the report out. In the future, he would like to get the report out when the District audit is completed. He would like to be working on a final report by now but at the same time he doesn't think there's anything wrong with doing an interim and then following up with the annual report. Member Potier said it's acceptable to publicize the interim report for the public and then following up with the annual report.

Public Comment:

There was a comment by the public stating that the report should also be put online in "Dixon 411" and she also suggested "Next Door" for the citizens of Dixon to see.

## **B. Project Updates – John Calise, District Administration**

- Dixon Middle School is 95% complete with blueprints and submitting on May 30<sup>th</sup>.
- Roofing Project- By July 2<sup>nd</sup> will get an inspector but looking for one.
- Old DHS- total of 40 items can be hazardous materials. Getting bids on testing. Received 3 bids and waiting on a few more.
- Gretchen Higgins – Gave conceptual designs
- Montessori- Replace fire, waiting for fee proposal.
- Smaller projects are being worked on.

Mr. Calise stated that as of now, the Dixon Middle School project is on track and looking to open in August of 2020. The roofing project is just for “A” wing. The portables are going to be demolished and taken off the site. He also went on to say that a surplus sale of furniture that does not meet the needs of DUSD will be opening up late summer or fall.

### **Public Comment**

- Public comment was made regarding a problem with asbestos at the old high school. They felt the issue should have been taken care of before work was ever started at the school.
- A question was asked about what happened to the CQUA report that should have been done and also the input of the Committee? Mr. Calise said that CQUA company has done a physical data collection and they are working on it but they don’t have a completion date.

## **III. Report of Officers and Subcommittees**

- A. Committee Interim Report to Citizens- Member Riddle said he has started a list of items that should be considered in the interim report. Each subcommittee should prepare some input he said. Ed Code 15278 gave suggestions referencing on what to put into the report. Primary purpose is ensuring that there are no funds used for teachers and/or administration salaries and ensuring bond funds are spent on only bond projects. He said that it would be a good idea to look at other oversight committees such as Contra Costa County which have a well-organized committee. Member Kett said she would be willing to do a draft of the report. Member Potier said she has already drafted one and doesn’t mind emailing it to everyone so they can add to it and then she can put it together. She went on to say that they can put it on a website to where only members see it. Member Riddle said that next year the report should coincide with the finalization of the audit in February or March.

Co-chair Smith made a motion for the interim report to be completed by the end of the week of June 8<sup>th</sup> and the final report by the end of the week of September 1<sup>st</sup>. Member Kett second the motion.

## **IV. Public Comment**

There was a public comment regarding the committee members having email addresses on the CBOC website. Member Kett said she will get the email addresses and send them to Mr. Calise so he can upload them on to the website.

- B. Member Riddle said he would be satisfied to see qualifications of 2 of the finalist firms. He would like to know who made the decision and was it a scoring system. He also went on to say that they don’t have a District policy. He said they would like to see how they came up to a decision. He went on to ask if there is documentation. Mr. Calise said that the scoring system isn’t typically shared. He said that Dolinka did the scoring and they shared it with the District but he cannot put it out there. All of the decisions are made by a panel and for this architectural firm it was a unanimous decision. Member Riddle asked if the

statement of qualifications was provided to the 2 finalist. Mr. Calise said that he believes they were on the DUSD website. Member Potier asked why did the Board choose LPA and Mr. Calise said that it was based on a recommendation by the panel and then the Board approved it.

**Member Riddle-summarize additional items that will be provided: CQUA contract and their responses.**

Member Potier asked how the hazmat consultant was selected. Mr. Calise said that they use the on call one. If the environmental does testing, they can't do the abatement. He said that it was smart to stay with one consultant. She also asked if they can go by the District office and see the construction documents. Mr. Calise said that once he has them, he can share them but they need to be kept in his office because they are needed.

Member Riddle said that he expects to see the audit review before it goes to the Board. He said they never received it until they asked for it. He said that it's one of CBOCS' responsibilities to look over it and so the Board should not make an approval until they see it. CBOC will then have their briefing or even a joint briefing and then if there's any questions that they may have then they should resolve it before the final report is approved. He would like to brief the Board that the CBOC needs to get input to any audit before it's approved. Mr. Calise said that Ms. Mercado would be in charge to send out the audit to CBOC and that he can request for her to come to a meeting if they wish.

Public Comment-

A comment was made about the audit document being addressed only to the school Board and that the CBOC should have received a copy as well. Mr. Calise said that he will make sure that Ms. Mercado sends out the documents.

Co-chair Smith said that it will be up to him or to Chairperson Strong to disperse agenda and information to the other committee members. Mr. Calise said that the District does not set the agenda. The CBOC is to communicate everything through the co-chairperson or chairperson. The agenda items are to be given to either chairpersons and then they are to be forwarded to the District.

- V. Future Agenda Items-
  - A. Member Riddle said that he would like to invite Charles Lomeli, the County Treasurer to come to the next meeting to do a short presentation.
- VI. New Business
  - A. Next meeting- June 27, 2018
  - B. Discussion of future agenda items:
    - Invite Charles Lomeli
    - Discuss update on report-
- VII. Announcements
  - Member Kett will post finalized interim report on Dixon 411 and Co-chair Smith will put it in 2 newspapers.
- VIII. Adjournment -8:28 pm