

Measure Q – Citizens’ Bond Oversight Committee

Wednesday, July 17, 2019 6:30 P.M.

City Council Chambers

600 East A St., Dixon, CA 95620

Unadopted Minutes

NOTICE TO THE PUBLIC

Persons wishing to speak to agenda items may present their written request at this time. While the written request is optional, those making a written request will be recognized first. Persons wishing to introduce a subject not on the agenda may also present their request at this time. The Chair will recognize you for the discussion at the appropriate time.

Non-scheduled agenda items will be introduced under the Public Comment agenda section. Speakers will be allowed five minutes per topic.

I. CALL TO ORDER

A. Roll Call: Tad Smith, Chairperson

Tad Smith-P

Gary Riddle-P

Jack Caldwell-P

Andrea Kett-P

Julie Mustard-P

Jorjet Potier-P

Robert Strong-A

B. Adoption of the Agenda

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

AYES: Smith, Riddle, Caldwell, Kett, Mustard, Potier

NOES:

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

A motion to approve amended minutes was approved by all.

D. **Consent Calendar** – None

II. AGENDA

A. Update from the Chair, Tad Smith

Two of the DUSD Board members are in attendance, Jewel Fink and Luke Foster.

The CBOC received an entire printout of Fund 21 expenses from June 30, 2018 through June 30, 2019. This will serve for the basis of the CBOC annual report. The draft should be completed in December and a full report in February 2020 at the same time the audit report will be available.

Since the last meeting, some of the members did a walkthrough of the Dixon Middle School.

B. Update from the DUSD Superintendent, Brian Dolan

Introduction of Monique Stovall, DUSDs new Chief Business Official

Updates on Projects-

- Fencing project at Gretchen Higgins- Fully complete. The notice of completion was submitted.
- Fire Life Safety Project at Silveyville- Held up on DSA closeout – good news is that School Site Solutions brought in a team from Roseville to inspect the system and it's in better condition than originally thought.
- Dixon Middle School (DMS) – There was a walk-through. It was intended to be a before picture. At that point of time most of the soft demolition has been completed. Since then, there has been a structural demolition. Making good progress.
- Starting to see some change orders and abatement was one of them.
- Initiated two DUSD Board members, Luke Foster and Melissa Maseda as Facility subcommittee for the Governing Board.

Public Comment

There has only been one report made to the public in the last three years since members have been serving. The responsibility of the CBOC is to give public information of where the bond monies are being spent. She feels that the Superintendent's updates should be made public in the newspaper. She went on to say that the meetings should be held once a month.

C. Update on Contracts and Agreements- Superintendent Brian Dolan

Awaiting on Rough Order of Magnitude (ROM) which is basically a first attempt of a price for roof. In the study phase of the roofs and anticipating price estimates. Tremco is doing the study.

Looking at needing to make a small adjustment with architect. There is a steep ramp between "A" wing and "B" wing which is not compliant. Possible to change the grade on the ramp and make it compliant.

Governing Board dealt last week with additional services related with the kitchen, multi-purpose room and a couple of other little things. Initial intent in regards to the kitchen was to try to conduct the renovations using internal staffing but it is a more complex job. The Governing Board approved the service agreement with LPA for them to provide the additional scope of work in regards to kitchen, multi-purpose room functions. There is also a little bit of trellis repair outside and a little bit in the staff room as well. Some of those architectural fees will increase about \$140,000.

Contract with School Site Solutions was written for the Dixon Middle School project only but they have helped with the Gretchen Higgins fence, Silveyville project and the school farm as well. Beginning with some conversations with some additional contracts with School Site Solutions broken out by project and clarifying the tracking in particular, of how expenditures will happen related to each project. No dollar figures as of yet. Member Potier requested to see drawings of DMS to understand the work being done there.

III. Report of Officers and Subcommittees

Vice Chair Riddle is in agreement with the public comment regarding the report. Feels they have enough important information to share with the public.

Chair Smith agrees and thinks that something needs to be put out every two months for the community. Vice Chair Riddle and Chair Smith will work together to put something together.

Superintendent Dolan said DUSD and CBOC can partner up and send out a communication. DUSD would be happy to support the dissemination of information. Member Potier would like to be part of the subcommittee as well. She will come up with something before the next meeting.

Public Comment

Would like to point out that tonight is the first meeting of third d year of the Committee. The second year report has not been submitted although the law requires it.

IV. General Public Comment

Public Comment

If a member misses three meetings then he has to be asked to resign so the CBOC is violating its own bylaws.

Public Comment

Feels he is representing a diverse group, taxpayers of the City and he is wondering what the function of Mr. Dolan's office represents. He stated that the perception of the community is the District directing the CBOC of what they can't do. He feels that things are promised and are not fulfilled and then reports are not made and then people are not informed. He went on to say that mailing something out to citizens as the School Board did to disseminate information.

Chair Smith stated that the dissemination of information to all households as an agenda topic for the next meeting.

Public Comment

A suggestion would be to approach one of the realtors and maybe put something on their flyer.

Member Caldwell stated that from his experience, the newspapers are awaiting stories or something to print. If there is a subcommittee to get the word out then he would be willing to be part of it.

V. Unfinished Business

A. Follow up on Requested Financial Documents and Future Agenda Items

Member Potier would like to see the traffic study and CEQA report, initial study report and type of exemption that was received. She would also like to request the entire bid documents listed on the BRCO contract. She is also requesting a construction schedule and all of the contractors separated out. Every contract DUSD will award, she would like to see them broken down by category.

Public Comment

Wants to applaud Member Potier in trying to get information out to the public.

Chair Smith stated what will be discussed on future agenda items will be Robert Strong's absence and inviting Mr. Chuck Lomeli to come and speak regarding the assessments and the bond being combined. Vice Chair Riddle mentioned that a letter will be sent from the Taxpayers Association to the County Board of Supervisors. Superintendent Dolan said he would be happy to send a letter in tandem with the Taxpayers Association if that would prove beneficial.

Public Comment

A letter has been drafted and their attorney spoke to Betty Yee, State Controller. Sometime this week, a letter will be sent and Superintendent Dolan will get a copy.

Use of Granicus System for Documenting Future Meetings-Superintendent Dolan

Have contracted with Granicus and its costing \$800 per year which the District will pay for. The agenda will look like the Governing Board agenda.

Chair Smith will take a motion to approve the Granicus System for future meetings, Member Caldwell motioned and member Mustard second. All were in favor.

VI. New Business

A. Approval of Budget/Expenditure Reports as Valid Measure Q Expenditures.

Leigh Coop of School Site Solutions

Went over the following documents:

- Master Program Budget Summary
- Facilities Program Budget
- Dixon Middle School Renovation Budget
- Silveyville ES Fire and Life Safety Project Budget
- Gretchen Higgins ES Security Fencing Project

Ms. Leigh Coop stated that everything is posted online and available to the public. She will also make sure that all of the CEQA documents are online as well. The new website will be available in August.

Superintendent thanks Ms. Leigh Coop for her outstanding support. He also mentioned that the District is doing their best in providing the CBOC with information. He went on to say that he appreciates the service that the CBOC is putting into this work and is hoping on moving forward with the presumption that everyone is doing their best.

Chair Smith will take a motion to approve Ms. Leigh Coop's Budget/Expenditure Report Presentation for Measure Q as presented. Member Caldwell moved to approve as presented and Member Potier seconded the motion. All were in favor.

B. Timeline for Measure Q Projects

Superintendent Dolan said the timeline that Ms. Coop presented is a user friendly snapshot which can be a good communication tool for the public as to which projects at this point in time have been completed and also approximate completion points for the remaining projects.

VII. Old Business

Chair Smith said that as a Committee, they will have to address the replacement of Member Robert Strong. Superintendent Dolan asked the Committee if they would like for him to start a solicitation process for a new member prior to the September meeting. Chair Smith said Superintendent Dolan had the Committee's authorization to begin the process.