



# Regular Meeting of the Measure J Citizens' Bond Oversight Committee

**December 12, 2018**

**6:30pm – 8:30pm**

Board Room

District Office

685 E. Jack London Blvd.

Livermore, CA 94551

## **Adopted 2-13-19**

### **1.0 Call to Order**

A quorum being present, Committee Chair Draggoo called the meeting to order at 6:30 pm.

In attendance were CBOC members Barbara Bailey, Karie Chamberlain, Betty Cleveland, Vaughn Draggoo, Sally Dunlop, James Fisher, Robert Kroepfl, and Will Macedo.

### **2.0 Visitors / Public Comments**

There were no visitor or public comments.

### **3.0 Minutes**

**3.1** Approval of the October 10, 2018 Meeting Minutes – There was a motion to approve the minutes by Bailey, seconded by Macedo. 7 ayes and 1 abstention approved the minutes.

### **4.0 Measure J Update**

**4.1** Brief Project Status Update: Boczanowski reviewed the Measure J Bond project update that was presented at the November 13, 2018 Board meeting, highlighting the completed projects, projects in closeout phase and overview of playgrounds project. With the increase in projects to the list, all completed projects will be put on an archive list.

McNeely presented a video that was produced by the Granada High School Video Production class led by student Eva Salazar which was also presented at the December 11, 2018 Board meeting. Livermore High School will present the next video in the spring.

### **5.0 Financial Update**

**5.1** Series B Bond Sale Presentation: Makiko Sato from Isom Advisors presented information on the upcoming Series Bond sale. Sato discussed bond authorizations, assessed value history, tax rates, market environment, the structure of the bond, issuance schedules, outstanding bonds and bond debt service. The CBOC suggested including bond issuance information in the annual CBOC Bond Report.

**5.2** Annual Audit Report Presentation: Teresa Fiscus, Director of Fiscal Services presented the Measure "J" Bond audit report which was also presented at the December 11, 2018 Board meeting. Fiscus explained the audit process, policies & procedures and audit reporting. This audit was for the 2017/2018 school year. There were no audit exceptions or findings identified.

## **6.0 Information Requested by the Committee**

**6.1** CFS Data Access Refresher: Kinder presented procedure for CBOC members to sign in to the California Financial Services (CFS) website to obtain reports on the Bond expenditures. She explained how to get to the website, log-in and password information as well as an overview of how to access the different reports and their content. The CBOC requested tutorial be given to absent Committee members.

## **7.0 Matters Introduced by the Committee**

- . Macedo brought up a suggestion for future videos to incorporate more time lapse and student images.
- . Annual Report was discussed and how to get out to more of the community.
- . Kroepfl informed the Committee that he has taken a job in Sacramento and this was his last meeting.
- . There was discussion on having Chamberlain change to "Parent Representative" and Isidore Loth fill the "Community at Large" position.

## **8.0 Next Meeting Dates - Committee**

**8.1** Annual Meeting Dates – The updated annual meeting calendar was distributed.  
Discussion on prep for items needed to discuss annual audit at the February meeting.  
McNeely and chair to prepare material for CBOC review.

**8.2** Next Meeting Scheduled for February 13, 2019.

## **9.0 Adjournment**

There being no further business, Kroepfl made motion to adjourn the meeting, Dunlop seconded. The Committee voted 8-0 to adjourn the meeting. Chair Draggoo adjourned the meeting at 8:20 pm.