

# CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING MINUTES

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT

Monday, June 19, 2017

PRJUSD District Office – Large Conference Room

800 Niblick Road, Paso Robles, CA 93446

CBO Duane Wolgamott called the meeting to order at 5:00 p.m. followed by the flag salute.

## Attendance

Committee members: Bob Rollins, Denise Wakefield, Donald Goldammer, John Fisher, Kristin Kearns, Patrick Sayne, EdD.,  
Absent: Alanna Davidson, Frances Lagattuta, M.D., Shelley Gurney  
Staff: Duane Wolgamott, Monica Silva  
Vacancies: Tax Payers Association seat

## Adopt Agenda

MOTION: Goldammer/Kearns  
A motion was made to approve the agenda for the June 19, 2017 meeting.  
Motion carried 6-0

## Welcome & Introductions

There was a brief introduction of all present.

## Public Comments

None

## Committee Report Out

Discussion about adding "Committee Comments" as agenda item #11 and "Future Agendas" as item #12 as committee comments is needed on the agenda. John was concerned with the amount of information that is being distributed, Chair responded that there is not much information to distribute but it will be provided as the bond develops. Chair, Rollins shared with the committee that having a facilities tour was not a good idea due to interruption and interference with education. Wakefield stated she would like a tour as she is not familiar with all school sites. Adding, Kearns said the tour would help with identifying details of the projects more clearly to report to the community better. Duane Wolgamott reminded the members that the committee is there to assure the funds are being used correctly not to report the state of the existing facilities. The majority concluded that an email be sent out to all members querying a best date and agenda meeting date for tour. Dr. Sayne shared he will not be available for the September 2017 quarterly meeting. Denise would like to meet in the interim of meetings to learn about the reading of expenditure reports. Both Bob and Duane shared their mobile numbers to the group.

## Consent Agenda

- a. Approve Committee Minutes of March 20, 2017  
MOTION: Sayne/Kearns  
A motion was made to approve consent agenda item with correction to the Minutes that, other meetings as requested and approved be added to the established calendar.

## Review and Discuss ByLaws

Bylaws were reviewed and discussed. Edits are as follows:  
2.2 D. deleted  
3.2 B. replace, October for February and delete, even numbered  
4.1 replace, September for February  
4.3 G. replace, Robert's Rules of Order for Rosenberg Rules of Order  
5.0 A. add to end of sentence, and other meetings as requested and approved my majority vote  
5.5 replace, Robert's Rule of Order for Rosenberg Rules of Order

## Selection of Members for 1 and 2 Year Terms

Per ByLaws Section 3.2 A, Committee members serve without compensation for a term of two (2) years, except that in the Committee's first term, four members shall serve a term of one (1) year. Appointment of 1 and 2 Year Committee Members were appointed as follows:

1 Year Term: Don Goldammer, Patrick Sayne, EdD., Denise Wakefield and John Fisher

2 Year Term: Alanna Davidson, Bob Rollins, Francis Lagattuta M.D., Kristin Kearns, Shelly Gurney

### **Financial Report**

Duane Wolgamott reported that there is no activity and no financial report. A report will be available next meeting. Denise Wakefield asked to have a report to work from to start compiling an annual report.

### **Measure M Bond Update**

- a. Legal Opinion - Duane Wolgamott read out loud a legal excerpt related to hiring emphasizing what can and cannot be funded through Measure M Bond Funds. Hiring a Facilities Manager is allowed via the Measure M Bond funds. A Facilities Manager will soon be hired to help facilitate all Measure M Bond projects.
- b. Internal Facilities Manager – There were four applicants for the Facilities Manager position. Candidates were interviewed last week and one was offered employment and was accepted. Employment will commence at top salary competitive to surrounding employment in that position.
- c. Bond Sales – On June 27<sup>th</sup> a report to the Board of Trustees as an Informational item sharing that 80% must be expended on a \$3.5 million to start a bond sale. A Bond Anticipation Note (BAN) is being considered with a possible 1.25% charge. Start of collection of funds through taxes possible not until another year. Duane shared the difference between a BAN vs. a bond sale. July forecast to speak about series and go after sale in August. The District's bond advisor Dale & Scott will make presentation.
- d. Selection of Project Construction Manager & Architectural Engineering (A&E) Firms – PRJUSD will not move forward with contracting a Project Construction Manager. The district will set and schedule meetings with A&E firms. The district will move forward with only one (1) A&E firm versus multiple to maintain continuity.

### **Agenda for Next Meeting of September 18, 2017**

- a. Provide section on agenda for "future discussion"
- b. Discuss Independent Auditor
- c. Action to Approve ByLaws
- d. Discuss Expenditure Report

**Meeting adjourned by CBO Duane Wolgamott at 6:34 p.m.**