



## SHASTA UNION HIGH SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

Regular Meeting  
September 6, 2017  
5:30 p.m.

Shasta Learning Center  
2200 Eureka Way  
Redding, CA 96001

### ADOPTED MINUTES

A regular meeting of the Shasta Union High School District Citizens' Bond Oversight Committee was called to order at 5:34 p.m. by James Schwerdt in the Shasta Learning Center. Mr. Schwerdt led the Pledge of Allegiance.

**ROLL CALL:** James Schwerdt                      Justin Engles                      Sarah Isbell  
                    Joe Chimenti                                      Michelle Dell                      Richard McConnell  
                    Denise Yergenson

**ABSENT:**                      None

Also Present:    Jim Cloney - Superintendent  
                         David Flores - Chief Business Official  
                         Eloy Vento - Project Manager  
                         Mike Borba – Director of Maintenance and Operations

#### 1) Approval of Agenda

Motion Dell, second Yergenson, carried 6-0

#### 2) Public Forum

There were no comments from the public.

#### 3) New Business

- 3.1** Approval of the June 7, 2017 Citizens' Bond Oversight Committee Meeting Minutes  
Motion Chimenti, second Dell, carried 6-0

Richard McConnell arrived at 5:37pm.

#### **3.2** Bond Project List

Jim Cloney presented the Committee with a series of lists containing bond projects that are broken down to show District wide priorities and site specific focuses. Mr. Cloney noted that each list is of equal importance and the projects within each list are prioritized top down. The lists are consistent with the Measure I ballot and have been created with input from Eloy Vento and staff. The District hopes to complete all projects, but it will depend on costs. The District recently issued request for quotes (RFQs) for architects in anticipation of hiring more than one in order to work on multiple projects simultaneously. David Flores interviewed a series of architects and will

### 3.2 Bond Project List (continued)

make a recommendation to the Board on September 12<sup>th</sup>. Once the Board approves the architects, the District can go out for bids as soon as January. Mr. Flores noted that he is currently focusing on in house projects that are DSA approved and do not need architects. He stated that though we are still in the planning process for majority of the list, the District will be focusing on short term projects such as installing LED lighting, completing small paving projects, and installing boilers for hot water systems.

### 3.3 Review Expenditure Report

Jim Cloney presented the Expenditure Report through June 30, 2017 stating that the numbers are unaudited actuals. Mr. Flores reported that the District made the first sale of bonds in March at \$15 million and the total revenue at the end of June was \$15,036,222 due to additional premiums. Expenditures totaled \$873,854.77 from the Stuart Gym project, cost of issuance fee, project management fee, and information technology and energy efficiency upgrades. Jim Schwerdt inquired about the cost of the Stuart Gym on UPrep's campus. Mr. Cloney stated that the District owns the facilities that UPrep operates. Through a MOU with UPrep, the District receives revenue for the use of facilities, therefore, it is the District's responsibility to maintain the Stuart Gym. Mr. Cloney stated that deferred maintenance funds were used towards the Stuart Gym prior to the bond passing. The District anticipates using hardship funds and bond funds to offset the deferred maintenance budget. The ending balance of the report is \$14,162,367.23.

### 3.4 Annual Report

Jim Cloney stated that the Committee is responsible for ensuring bond funds are expensed appropriately and the Committee shall present an annual report to the Board. The District will complete an audit in December and will report out the results to the Committee at the next meeting. The major component of the required annual report will be the audit. Mr. Cloney stated that with Jim Schwerdt being Chair of the Committee, he would most likely assume the role of presenting the annual report to the Board at the January Board meeting.

### 3.5 Establish Date of the Next Regular Citizens' Bond Oversight Committee Meeting

The next regular Citizens' Bond Oversight Committee Meeting is scheduled for Monday, December 18<sup>th</sup> at 5:30pm.  
Motion McConnell, second Dell, carried 7-0

## 4) Committee Comments

Justin Engles inquired about the status of the pool at Foothill High School. Jim Cloney stated that the District received one proposal from a pool design firm due to the detailed nature of the RFQ and will present this architect for Board approval next week. Following Board approval, he will reach out to interested parties at Foothill to discuss the different options, locations, needs and wants with the architect.

## 5) Adjournment

The meeting adjourned at 6:11 p.m.  
Motion Yergenson, second McConnell, carried 7-0

**Access to Board Materials (SB 343 Chapter 298/2007):** Agenda packets and related documents are available for review at the Shasta Union High School District Office, 2200 Eureka Way, Suite B – Redding.

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