



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

Regular Meeting  
March 4, 2019  
5:30 p.m.

Shasta Union High School District  
Board Room  
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 5:31p.m. by Michelle Nystrom in the Shasta Union High School District Board Room. Superintendent Jim Cloney led the Pledge of Allegiance.

#### ROLL CALL:

Michelle Nystrom	Joe Chimenti	Richard McConnell
Justin Engles	Amparo Buck	Denise Yergenson

**ABSENT:** James Schwerdt

Also Present: Jim Cloney - Superintendent  
David Flores - Chief Business Official  
Mike Borba – Director of Maintenance, Operations & Facilities

#### 1) Approval of Agenda

Motion Yergenson, second Engles, carried 4-0

Committee Member Richard McConnell arrived at 5:33pm

#### 2) Public Comment

There were no comments from the public.

#### 3) New Business

- 3.1** Approval of the December 16, 2018 Citizens' Bond Oversight Committee Meeting Minutes  
Motion McConnell, second Engles, carried 5-0

Superintendent Jim Cloney stated that Committee Member, Sara Isbell gave notice of her resignation at the December 16, 2018 Bond Committee Meeting. The District publicly advertised the vacancy on the District website and notified parents/guardians of the vacancy. The SUHSD Board took action on February 12<sup>th</sup> approving Amparo Buck to fill the vacancy for a community member at large on the Bond Oversight Committee. Mr. Cloney welcomed Ms. Buck to the Committee.

### 3.2 Review Expenditure Report

Chief Business Official David Flores provided the Committee with an expenditure report broken down by year since 2016-2017 covering revenues, expenditures, budgets and changes in the ending balance. Mr. Flores stated that a majority of the funds reflected on the report are from the 2018-2019 school year due to an increase in recent bond project activity. The expenditure report lists projects the District is currently working on, some of which have been completed. Committee Member Michelle Nystrom inquired why the two story buildings needed window replacements and why this was coming out of the bond budget rather than deferred maintenance. Mr. Flores stated that seals on the windows need replacing and he may shift the funds to deferred maintenance. Committee Member Richard McConnell inquired why the FHS Solar Project did not have any expenses. Mr. Flores stated the District entered into a power purchase agreement and that the solar panels will also double as covered parking. Mr. Flores reported that through February 28, 2019 the District spent \$8,770,771 of the bond. The beginning balance was \$12,565,127 prior to selling the \$20,000,000 bonds. The ending balance as of February 28<sup>th</sup> is \$27,105,980.

### 3.3 KCOE Isom 2018 Bond Audit Report

David Flores presented the KCOE Isom 2018 Bond Audit Report. He was pleased to announce the report resulted in zero findings. Mr. Flores stated that there was minimal bond activity in 2017-18 with not a lot of expenditures and revenues for the auditors to test.  
Motion Yergenson, Second McConnell, carried 5-0

### 3.4 Annual Report

Jim Cloney stated that the Committee is responsible for ensuring bond funds are expensed appropriately, and the Committee is required to present an annual report to the Board. The major component of the annual report is the audit. Mr. Cloney stated that with Jim Schwerdt being Chair, he will assume the role of presenting the annual report on behalf of the Committee to the Board at the March 12, 2019 Board meeting. This report would typically be presented in January, but had to be postponed due to the audit being delayed.

Committee Member Joe Chimenti arrived at 5:45pm

### 3.5 Bond Program Update

David Flores stated that the District has been working with Gifford construction on the relocation of the underground utilities for the FHS pool. The District has been meeting with the architect and reviewing the plans in detail to better understand how the underground utilities were missed and how those costs will be handled. Director of Maintenance, Operations & Facilities Mike Borba stated that the District plans to switch the hydronic and electrical lines at FHS on March 22<sup>nd</sup>. Jim Cloney stated that SUHSD Board Member Tamy Quigley serves on the Bond Subcommittee as a liaison between the District and the Board. Mr. Cloney and Mr. Flores maintain open communication with her on all bond related topics and reviewed the most recent change orders with her earlier this afternoon.

David Flores stated that the plans for FHS's ag building are currently under review with the Department of State Architect (DSA). The District awarded bids to Trent Construction for the civil work and concrete foundations of the new EHS classrooms. Mr. Flores stated a kickoff meeting will be held with the contractor tomorrow. Progress has been made in preparing the ground for the new classrooms at SHS, however the recent weather will delay the install of the prefabricated classrooms. Mr. Flores stated that the wood and metal shop at SHS will be remodeled. He reported that the District has partnered with the culinary teachers at EHS and SHS to formalize plans for their classroom remodels. Other projects noted include upgrades to hot water heaters, boilers and IT. Jim stated that the District has sold \$35.8 million of bonds and projects \$35 million in expenditures. Mr. Cloney stated that District administration will work with the Board this fall to reprioritize the bond project list in order to spend the remaining bonds (approximately \$21 million).

**3.6 Establish Date of the Next Regular Citizens' Bond Oversight Committee Meeting**

The next regular Citizens' Bond Oversight Committee Meeting is scheduled for Monday, June 3, 2019 at 5:30p.m.

Motion Chimenti, second Buck, carried 6-0

**4) Committee Comments**

There were no comments.

**5) Adjournment**

The meeting adjourned at 5:59 p.m.

Motion McConnell, second Chimenti, carried 6-0

**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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