



**Minutes of the Citizens' Bond Oversight Committee
Measure V Moraga School District
September 5, 2019**

1. Meeting called to order: 6:30 p.m.
2. Members Present: Nick Carpenter, Larry Jacobs, Greg Norton, Kathy Ranstrom, Jack Weir

2a) Election of CBOC Chair was discussed. Ranstrom elected Jacobs.

Motion: Ranstrom; Second: Carpenter; All present voted "yea".

2b,i) CBOC discussed committee representation. Currently there are nine members, seven have confirmed interest staying active and two are going to be asked if they will continue. Group agreed that nine would be fine and that it would be ok to drop to seven if the other two decided to terminate their membership.

Motion: Weir; Second: Carpenter; All present voted "yea".

2b,ii) Subcommittee representatives was discussed and the following confirmed:

Audit: Jacobs, Carpenter
Site Inspection: Jacobs, Gibson
Annual Report: Ranstrom, Massa, Weir
Project/Cost Review: Norton

3. Minutes from the prior meeting were approved. Motion: Weir; Second: Ranstrom; All present voted "yea".
4. There was no public comment.
5. Subcommittee Reports
 - a. Audit Subcommittee – Carpenter reported that the subcommittee met on 9/3/2019 to review all bond expenditures through 06/30/2019. He reported all documents appear to be in order, all expenditures accounted for and that proper internal controls were in place. The subcommittee will meet again in January 2020 to review the draft 2018-19 Performance Audit.
 - b. Site Inspection – Jacobs reported site inspections were held in September at CP and DR. Sub-committee members were impressed with work, quality and materials especially at both MUR's. Noted that it appears that there has been no frivolous spending by the district in that the district only replaced items that needed to be replaced and refurbished items that



didn't. In addition, the committee noted that a lot more work was completed than was expected.

- c. Annual Report – Ranstrom reported that the annual report was presented and approved by the Governing Board on June 11, 2019.
 - d. Project Cost Review – Norton reported the review of the CP and DR construction contracts. Members were confident the work completed was in compliance to the budget, ADA and scope. Weir suggested that a list of change orders be examined in future reviews.
6. Members discussed the next Annual Report. All agreed that the annual report would be brought to the Governing Board in June 2020.
 7. CBO Parasidis informed the committee that CWA, independent auditor, would perform their visit to review the 2018-19 bond program in January. Once the draft is completed, it would be presented to the subcommittee in January, then to the entire committee in February and brought to the Governing Board for adoption in March.
 8. Superintendent Burns shared a slide show of each phase of the current projects at Camino Pablo and Donald Rheem. This also included a status update of the Joaquin Moraga and Los Perales projects which are currently in Design Development.
 9. Next Meeting is set for February 6, 2019 at 6pm.