

**CITIZENS BOND OVERSIGHT COMMITTEE**  
**Meeting Minutes for September 22, 2014**  
District Office Board Room 5:30 p.m.

Committee Members Present: Manuel Osorio, Cosme Padilla, Adrian Ayala, Lillian Mulvey, Martha Chavarria, and Lori Miranda

Committee Members Absent: Larry Calhoun, Kevin Healy, Eddie Centeno

Staff Members Present: Superintendent Kari Yeater, Assistant Superintendent of Business Services Liann Reyes, Bond Program Manager Rick Diaz, Bond Account Specialist Caroline Calderon, and Administrative Assistant Yvette Padilla

The meeting was called to order at 5:40 p.m. by Superintendent Kari Yeater. Roll call was taken and verification that a quorum was present.

**Introductions:** Superintendent Kari Yeater gave a brief explanation of the Citizens Bond Oversight Committee (BOC) and stated that they are a subcommittee of the Board. This is the first official meeting. There are nine members on the committee.

**Adopt Bond Oversight Committee BYLAWS (Sign Ethics Policy):** It was moved by Manuel Osorio, seconded by Lori Miranda to adopt the Citizens BOC Bylaws. Motion Carried 6-0

**Appoint Committee Chair:** Superintendent Kari Yeater explained that the Citizens BOC Chair is an appointment for two years. Superintendent Kari Yeater appointed Lori Miranda. It was moved by Manuel Osorio, seconded by Lillian Mulvey. Motion Carried 6-0.

**Appoint Committee Vice-Chair:** Manuel Osorio nominated Adrian Ayala as the Vice Chair, Lori Miranda seconded the motion. Motion Carried 6-0

**Establish Meeting Calendar:** Rick Diaz recommended suggestions for the meeting calendar based on the expenditure report since it is reviewed during the meetings. The meetings are three to four times a year and it's up to the committee's discretion. The following Citizens BOC meetings are as follows:

- Wednesday, January 21<sup>st</sup> at 5:30 p.m.
- Monday, April 20<sup>th</sup> at 5:30 p.m.
- Monday, August 17<sup>th</sup> at 5:30 p.m.

Martha Chavarria asked how information pertaining to the Bond will be communicated to the committee. In response, Rick Diaz stated that communications will be during the District's Board meeting and the committee will have time to review the expenditures during the Citizens BOC. In addition, Superintendent Kari Yeater explained the process of the Citizens BOC and it is to

make sure that the projects on the Facilities Master Plan (FMP) are carried out and the funds are used appropriately. The Citizens BOC is the checks and balance.

**Form 700: Statement of Economic Interests.** Yvette Padilla explained the 700 Form. The committee completed the 700 Forms and submitted them to the District.

**Project Status Update:** Rick Diaz explained expenditures in regards to the Bond contribution fund and deferred maintenance fund. He stated that computers were purchased. He reported on the different sites that had computer labs were installed. He also reported that a Voice Over IP (VOIP) phone system has been installed at the NMC High School Campus. Liann Reyes and Rick Diaz explained that the expenditure report is from January 1<sup>st</sup> through June 30<sup>th</sup>. The deferred maintenance contribution will come on the next report.

Cosme Padilla had a question in regards to the two public employee benefits on the Expenditure Report being paid through Bond money. Superintendent Kari Yeater explained that the two positions on the report are specifically for the Bond Program. She explained that Rick Diaz was hired as the Bond Program Manager and he has an assistant that handles the account payables only for Bond projects. She explained that the District could hire a construction firm, but it would be more expensive and felt that a District employee would have the best interest of the District.

Manuel Osorio asked what the current Bond budget for the facility projects is. In response, Superintendent Yeater stated that we currently do not have an updated budget, but we have the FMP. She explained that we are currently getting an updated cost on the FMP. She stated that there were \$84 million in funds needed for our facilities and that the Priority 1 List in the FMP was estimated at \$30 million, which is well above the \$23.8 million Measure H Bond. Superintendent Yeater also stated that the FMP Priority 1 List was prioritized at the Special Board Meeting Study Session on Bond Program held on September 13, 2014.

**Review Expenditures 1/1/2014 through 6/30/14:**

Adrian Ayala had some questions in regards to the computers that were purchased. In response, Liann Reyes explained the coding of the items that were purchased with Bond monies. They will be coded to the local and project codes. Superintendent Yeater added that she will get a summary report of the expenditures to the committee. Rick Diaz stated that a lot of the projects will relieve the Deferred Maintenance Projects List.

Martha Chavarria asked for a copy of the priority list. Superintendent Yeater explained that 90% of the project list is still the priority—High School: Football Field, Library Media Center, Gym Floor and Bleachers, and HVAC.

Cosme Padilla addressed concerns in regards to the meaning of the Citizens BOC and their role. Superintendent Yeater explained that she would need prior direction from the NMCUSD Board

of Education, and she offered to do project site visits and take pictures for the committee. She also stated that a brochure will be going out to the community outlining the Bond progress.

Lillian Mulvey expressed concerns in regards to the cost doubling on the FMP. Superintendent Yeater explained that the estimated cost was done in 2012. She also explained that there were project components that were not included in 2012 estimated cost.

**Adjournment:**

The Citizen Oversight Bond Committee meeting was adjourned at 7:29 p.m.