JEFFERSON SCHOOL DISTRICT
MEASURE J CITIZENS' OVERSIGHT COMMITTEE
Meeting Minutes
February 5, 2014

In Attendance: Nicole Riley, Peggi Johnson, Craig Saalwaechter, Raul Salazar, Jennifer Couch, Steve Abercrombie, Jim Bridges, Mindy Maxedon, Grace Merritt, Anthony Continente and Gino Elliott

1. OPEN SESSION

a. Call to order - Nicole Riley called the meeting to order at 11:32 AM
b. Roll Call –Mr. Abercrombie arrived at 11:50 AM and Mr. Potts was absent
c. Pledge of Allegiance was recited
d. MSA (Saalwaechter/Salazar) approve the agenda

Ayes – 5	Noes – 0	Absent – 2	Abstain – 0
Couch, Johnson, Riley		Abercrombie, Potts	
Saalwaechter, Salazar			

2. PUBLIC HEARING – No comments from the public.

3. APPROVAL OF October 3, 2013 MINUTES

MSA (Johnson/Couch) approve the October 3, 2013 minutes

Ayes – 5	Noes – 0	Absent – 2	Abstain – 0
Couch, Johnson, Riley		Abercrombie, Potts	
Saalwaechter, Salazar			

4. UPDATE ON MEASURE J PROJECTS AND TIMELINE – Anthony Continente and Gino Elliott from RGM were in attendance. Anthony Continente updated the committee. Plans have been submitted to DSA for comments. All comments plan to be incorporated by next week.

Water tower capacity requirement has been reduced to 125,000 gallons from the original plan of 500,000, after working with local fire officials. This will be a considerable cost savings to the district. It has been confirmed that on-site fire suppression will need to be on site during construction.

RGM's estimate came in, based on the design set, at $20.2 M. Bids will be lower than the estimate and RGM will be working with design team to reduce things like grading and paving sections. Some options will be built-in for possible additive and deductive alternates.

Traina gymnasium plans have been submitted to DSA for plan checks.

5. SHARING OF DECEMBER NEWSLETTER – The Hawkins interim campus pictured in the bond newsletter has been revised since publication to include required fire lanes. Future use of the Hawkins temporary campus was discussed. The district is considering options to best utilize the buildings after Jefferson School students vacate. San Joaquin County Office of Education for possible use for SDC classes, Tender Loving Care expansion, and other school programs are all possibilities.

6. REVIEW NEW CONTRACTS OBLIGATING BOND FUNDS – Several new contracts were provided for review. Mindy Maxedon summarized the contracts which were testing related.

7. APPROVAL OF EXPENDITURE REPORTS FOR CURRENT PROJECTS AND PROGRAMS

MSA (Abercrombie/Saalwaechter) approve the expenditure reports for current projects and programs

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Abercrombie, Couch, Johnson		Potts	
Riley, Saalwaechter, Salazar			

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8. **SERIES A & B FUND BALANCES –** Series A balance is $1.4 M. $600,000 has been reserved for technology. Approximately $88,000 has been earmarked for the Traina Gymnasium and $203,000 for Jefferson School. It was always intended to have some of the costs associated with these two projects paid from Series A. Estimated project budgets have been plugged in for Series B projects.

9. **ACCEPTANCE OF 2012-13 FINANCIAL AUDIT AND 2012-13 PERFORMANCE AUDIT REPORTS –** The required audits were presented. No findings were noted in either audit.
MSA (Abercrombie/Salazar) approve the 2012-13 financial audit and performance audit

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Abercrombie, Couch, Johnson		Potts	
Riley, Saalwaechter, Salazar			

10. **REVIEW COMMITTEE BYLAWS –** Nicole Riley suggested wording be added to address filling vacancies in the event adequate applicants were not received. There is no language to address a continuing search for committee member, in the event too few applications are received to fill open seats. A draft with the requested change will be prepared for the next meeting.

Grace Merritt reviewed the annual economic interest statement Form 700 requirement which members will need to complete and submit by the end of March.

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11. **FUTURE BUSINESS –** Review draft bylaws, first reading

12. **UPCOMING EVENTS –** Next meeting will be May 7, tentative.

13. **ADJOURNMENT TO FACILITIES TOUR – 12:20 PM**
MSA (Abercrombie/Saalwaechter) adjourn to facilities tour of Jefferson School

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Abercrombie, Couch, Johnson		Potts	
Riley, Saalwaechter, Salazar			

Respectfully submitted,

Jim Bridges
Superintendent
Jefferson School District

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