

MEASURE F CITIZENS' OVERSIGHT COMMITTEE  
Regular Quarterly Meeting  
District Office  
1000 Yulupa Avenue, Santa Rosa  
October 30, 2018

MINUTES

Present: Ellen Turner  
Trisha Meisler  
Jeanne Levin  
Emily Asencio

Absent: Diane Moresi

Administrator: Joe Pandolfo, Deputy Superintendent

Others: Cindy Mendenhall, Administrative Assistant

**1. OPEN SESSION: PLEDGE OF ALLEGIANCE,  
CALL TO ORDER**

Mrs. Turner called the meeting to order at 4:00 p.m.

**2. AGENDA MODIFICATIONS**

None

**3. AGENDA AND CONSENT ITEM APPROVAL**

Mrs. Levin moved and Ms. Meisler seconded to approve the agenda and following consent item: Unanimous.

**3.1 Minutes of January 25, 2018 Regular Meeting**

**4. PUBLIC AND EMPLOYEE REQUEST TO ADDRESS THE OVERSIGHT  
COMMITTEE**

None

**5. INFORMATION**

**5.1 Current Project Status Report**

Dr. Pandolfo reviewed the status of the bond projects as of September 2018.

The summer of 2018 was a time of tremendous activity and progress for the District's facilities.

**Village** – Completed phase I and substantially completed phase II  
**Sequoia** – Installed air-conditioning in all classrooms, reroofed large sections of the building, repaired downspouts, repaired dry rot, repainted overhangs  
**Austin Creek** - Installed air-conditioning in all classrooms, cut out and repaired playground fissure, soda blasted peeling paint from retaining walls, started landscape improvement plan  
**Spring Creek** – Installed air-conditioning in all classrooms, remodeled butterfly garden, poured concrete stage in lunch area, installed new kindergarten play equipment.  
**Whited** – Installed air-conditioning in all classrooms and patched roofing  
**Binkley** - Phase II paving, fencing and landscaping  
**Madrone** – Patched, paved, and striped paving behind kindergartens and repaired faulty sewer (warranty work)

The construction market is extremely busy, and this has caused increases in both cost for work as well as increased the time it takes to get material and labor. The Village project was not completed on time, which caused for a challenging summer and opening of school.

The District office operated most of the summer without phones, intermittent problems with the internet, the building shaking from compaction machines and heavy dust blowing from all of the construction work. The staff, however, persevered, did not complain, and did an outstanding job with their work in difficult conditions.

## **5.2 Detail Budget and Expenditure Report**

Dr. Pandolfo reviewed the project expenditure reports as of September 2018. The auditor looks for what was spent each fiscal year. If a project is completed by June 30 but paid in July, there will be an audit adjustment.

## **5.3 Citizens' Oversight Committee Report to the Community**

The Committee reviewed and discussed the 2019 Citizens' Oversight Committee annual report to the community. They will proceed with the same format that has been reported in the past. A PowerPoint with photos of the construction along with a list of what was completed will be presented to the Board. A postcard with information on how to access the annual report will be sent to the community.

## **5.4 Financial and Performance Audits**

Dr. Pandolfo discussed the timeline for the Financial and Performance Audits. The audit will be presented to the Board for approval in January. The Citizens' Oversight Committee will present the annual report to the RVUSD Board in February.

## **6. COMMITTEE COMMENTS/QUESTIONS**

None

**7. FUTURE MEETING DATE/AGENDA ITEMS**

- Next Meeting:
- Project Expenditure Report
- Project Status
- Annual Report to the Community
- Financial and Performance Audits Approval

**8. ADJOURN**

Mrs. Levin moved and Ms. Asencio seconded to adjourn the meeting at 4:25 p.m.:  
Unanimous.