

Measure I Oversight Committee
February 11, 2021 – 6 PM
Willits Unified School District
Meeting Minutes

Duties and Responsibilities of the Bond Oversight Committee

The Measure I Citizens' Bond Oversight Committee (BOC) is tasked (by the State of California Constitution, Article XIII, Section 1 and by the State of California Education Code, Sections 15278 through 15282) with informing the public concerning the expenditure and uses of WUSD's (the District) Measure I bond revenues, specifically, by actively reviewing and reporting on the expenditure of taxpayer money for school repair in accordance with voter-approved projects. This charge is further spelled out in the BOC's bylaws as follows:

Inform the Public: The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communication to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority view of the Committee.

Review Expenditures: The Committee shall review expenditure reports produced by the District to (a) ensure that bond proceeds were expended only for the purposes set forth in Measure I; and (b) no bond proceeds were used for teacher or administrative salaries or other operating expenses except in compliance with Attorney General Opinion 04-110, issued on November 9, 2004.

Annual Report: The Committee shall present to the Board, in public session, an annual written report for Measure I which shall include the following: (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and (b) A summary of the Committee's proceedings and activities for the preceding year, either calendar or fiscal.

1. **CALL TO ORDER – 6 PM**
2. **ROLL CALL AND ESTABLISHMENT OF QUORUM**
Present: Chris Neary, Richard Baker, Cythia Carney, Eric Glassy, Jenni Nelson, Christine Kelsay, Erin Orth, Jerry Gutierrez
Absent: No Taxpayer Organization Rep. has been found
Staff: Mark Westerburg, Superintendent of Schools
3. Approval of Agenda
 - a. First Meeting; committee organizing and setup
4. Approval of Minutes
 - a. No prior minutes to be approved – first meeting.
5. Opening Meeting introductions
 - a. Each member stated name and connection to WUSD.
6. Review of roles and responsibilities for the BOC
 - a. Superintendent Westerburg reviewed all responsibilities for each role for the BOC.
7. Scope and projects of Measure I
 - In order to:
 - Repair aging classrooms and school facilities,
 - Fix deteriorating roofs, plumbing, heating/cooling, and electric systems,
 - Improve student safety and security,
 - Upgrade, acquire, construct, and equip classrooms, labs and facilities supporting college and career readiness,
 - Financial Review of project and expenditures.

Bond Proceeds
Phase 1

\$3,800,000.00

Charter School Allocation	\$400,000.00	
Credit Rating Service	\$13,500.00	
Financial Advisor Service	\$59,046.45	
WHS HVAC Elect. Air Ex.	\$66,993.73	
Pool cover	\$32,499.99	
Total	\$572,040.17	
WHS HVAC (North)	\$123,000.00	
SHS Fire Alarm System	\$14,796.00	
Pool Cover	\$32,500.00	
Ramps DO	\$18,945.76	
WHS HVAC (South)	\$157,000.00	
Total	\$346,241.76	
		\$2,881,718.07
Blosser Roof	\$466,000.00	
WHS Windows	\$49,000.00	
WHS Floor / Carpet	\$47,000.00	
BG carpet	\$15,000.00	
WHS parking lot EST.	\$350,000.00	
Misc Small (Fences/storage/etc)	\$48,000.00	
Roof WHS/BRE/BGMS EST.	\$400,000.00	
Total	\$1,375,000.00	\$1,506,718.07

8. Discussion of projects
 - a. Superintendent Westerburg reviewed each project on the list.
9. Meeting Schedule
 - a. TBA at next meeting, March 25, 2021
10. Question and Answers
 - a. Chris Neary asked to have Rotary Presentation.
 - b. Jenni Nelson commented that she was pleased to see these things addressed.
 - c. Eric Glassy talked about WUSD and WEC working well together on the project.
 - d. Cythia Carney stated that these items are long overdue as a long time school board member.
 - e. Richard Baker asked about next meeting schedule.
11. Inform the public/Communication with the Community
 - a. Members of the audience may address the Oversight Committee on any Measure I-related matter that is not on the agenda. The Oversight Committee will not take action on any issue raised during this section of the agenda inasmuch as Oversight Committee action is limited to posted agenda items. Speakers are requested to limit their comments to a maximum of three minutes.
12. Next Meeting
 - a. March 25, 2021
13. Adjournment at 7 PM