

Meeting Minutes of May 18, 2021

Members Present: Sheryl Drinkwater, Carla Schneiderman, Damien Park
Wade Skeels, Ken Berland, Alejandro Pimentel

Staff Present: John Calise, Carol Pacheco, Chanita Stevenson

Guests Present: Janet Mueller DWK

1. Call to Order: The meeting was called to order at 5:01 PM.
2. Agenda Approval Citizens Bond Oversight Committee at 5:02 PM.
3. Presentation: Role and Duties of CBOC by Janet Mueller from Dannis Woliver Kelley
 - a. Roles and Duties required of Members
 - i. No member questions
 - b. The Ralph M. Brown Act
 - i. Member Skeels thanked for the presentation. Is determining project priorities part of CBOC responsibilities? Ms. Mueller confirmed that it was the opposite of this. John asked for slide 7 and 8 to be re-presented documenting permissible CBOC activities. Member Skeels mentioned that they should be visiting schools during construction. Ms. Mueller clarified that it is a may versus a must. Member Skeels mentioned that they wouldn't know to review deferred maintenance proposals. John clarified that there is another committee that reviews the maintenance due to the separate maintenance tax.
 - ii. Member Drinkwater said that members are dying to get on the sites. She mentioned that reviewing is very different than inspecting the projects. John mentioned MOU's which expire June 30th that limit the people who can go on site. John will work with the project team to identify which projects would be suitable for visits. A brief discussion was had about whether they would tour in small groups or make this a meeting.
 - iii. Member Park felt it is odd to minimize communication. He also wondered if posting of agenda required 72 hours and not getting the attachments until several hours ago violated the Brown Act. Ms. Mueller replied that this was not a violation but that the Members could work with the District on when to expect the documents.
 - iv. Ms. Mueller reiterated that only groups of 4 or more members violate the intent of the Brown Act. John replied that where CBOC's usually get into trouble is when they use the "reply all" feature.
 - v. Member Park reiterated his objection to the word "minimize".

4. Public Comments
 - a. No public was present.

5. Approval of Meeting Minutes from April 27, 2021
 - a. Reviewed and Approved as Amended at 5:57 PM
 - b. Minor errors should have included Member Park was present although late, Member Pimentel was present.
 - c. Under item 8, the slot under discussion was the Parent Slot not the Community Slot.
 - i. Motion by Member Drinkwater
 - ii. Second by Member Skeels
 - iii. Motion carried

6. **Action: Approval of Annual Report**
 - a. Member Pimentel requested a list of projects, budgets, and expenditures. Chanita agreed to provide this information.
 - b. Member Drinkwater asked if they could make reference to the report in the document. Discussion about listing projects as completed upon DSA close-out and if additional projects should be listed.
 - c. Member Skeels had technical issues and did not receive report. Chair Drinkwater agreed that the TBD looked odd.
 - d. Chris Moreno provided the following close-out list:
 - i. King Auditorium
 - ii. Longfellow Street Crossing
 - iii. Prop 39 Lighting Project
 - iv. Rosa Parks Temp Portables
 - v. West Campus Parking Lot
 - vi. Berkeley High School Temp Portables
 - vii. Student Safety Groups 1 and 2 Door Hardware
 - e. Chair Drinkwater asked about projects coming under review and asked that it be removed. After brief discussion it was left in the report.
 - i. Motion by Member Schneider
 - ii. Second by Chair Drinkwater
 - iii. Member Berland abstained
 - iv. Motion carried at 6:16 PM
 - v. Item will be placed on agenda for the BOE June 2, 2021.

7. Discussion: Committee Priorities and Focus for 2021 – 2022
 - a. Chanita read Member Park's comments from meeting chat. John addressed concerns about the agenda and not violating the Brown Act and shared that they could handle it the way the Board of Education handles them via making the request in public. Requests:
 - i. Review of the by-laws
 - ii. Discussion of process to create agendas
 - b. Member Skeels requested a review of the projects. John replied that this will be done as a part of the staff reports. Kelli suggested alternating site review with formal meetings.

- c. Discussion regarding summer meetings. Member Skeels preferred to not meet in the summer. Chair Drinkwater preferred to meet in early August. Member Skeels preferred to meet early in June to discuss the by-laws and visit sites in August. Member Pimentel asked if they could visit completed projects now.
- d. Discussion regarding creating their own by-laws. Chanita will share the existing by-laws with the members.

8. Committee Comments

9. Future Meeting Dates: Next meeting date TBD in June 2021

10. Adjournment: The meeting adjourned at 6:32 PM.