



Citizens' Bond Oversight Committee

Meeting Minutes

May 28, 2024

6:00 – 7:30 PM

1005 Parker St

(510) 644-6066

1) **Procedural:** Roll Call & Call to Order 6:03PM

- Committee Members:
 - Damian Park
 - Wade Skeels
 - Eric Weaver
 - David
- BUSD Employees:
 - Chanita Stevenson
- VPCS Employees:
 - Ashley Del Rio
 - Kelli Jurgenson
- Public Attendees:
 - Crow - Jeff Jenson
 - Stephanie

2) **Approval of Agenda:**

- Motion to approve - Eric
- Second - Wade
- All in Favor - Motion Approved

3) **Information**

a) Measure I & G Audit review by Jeff Jenson

- i) Measure I review of financial audit statement
 - (1) Reviewed and answered questions on methodology of how audit is performed
 - (2) Overall conclusions: Bond expenditures represented valid bond expenditures under Measure I objectives & no audit findings to be reported.
- ii) Measure G review of financial audit statement
 - (1) Overall conclusions: Bond expenditures represented valid bond expenditures under Measure I objectives & no audit findings to be reported.
 - (2) Answered and clarified what the total bond issuances were at this point in the life of the bond
- iii) Discussion by team of when the draft of audit is issued to BUSD Management and when CBOC receives a copy for review.
 - (1) Verified that there are no teacher salaries out of the Bond funds.

- 4) **Procedural:** Public Comments on Non-Agenda items
 - Asking about update on residential parking permits from City of Berkeley
 - Adding as potential item for next meeting
- 5) **Review of Recent Expenditures:**
 - a) Circled back to whether or not CBOC needs to vote to approve the annual audit report
 - i) Discussion and agreement to include acceptance of audit review in annual CBOC report
 - b) Questions regarding expenditure items:
 - (1) Interim Housing for BHS - explanation of temporary classrooms for music program
 - (2) Longfellow special inspections - explanation of specialized & specific type of inspection on construction work, i.e: concrete strength, anchor bolt testing, etc.
 - (3) Review of Energy Efficiency Program and scope of work
- 6) Point of Order Inquiry
 - a) Discussion on time spent on reviewing expenditures - and expediting order of agenda to review and approve CBOC Annual Report
- 7) Action:
 - a) Approval of Meeting Minutes from 03/19/2024
 - i) Motion to move Mike Chang to District Category
 - Motion to approve Minutes by David
 - Second to approve by Eric
 - All in Favor - Motion approved
 - b) Annual CBOC Report Finalization
 - i) Review and discussion of inclusion of approval audit report in the CBOC Annual Report
 - ii) Review and make amendments to draft of report as input is discussed:
 - (a) Discussion on adjusting verbiage on meeting frequency
 - (b) Discussion on adjusting verbiage on Parking Structure Lessons learned
 - (c) Additure of verbiage to recommend approval audit reports
 - c) MOTION TO APPROVE ANNUAL REPORT WITH EDITS (and Eric's final review)
 - i) Motion to approve by Eric
 - ii) Second to approve by David
 - iii) All in Favor - Motion approved
- 8) **Adjournment**
 - Meeting adjourned at 7:35 PM

Enclosures:

- Minutes from 03/19/2024 Meeting



- Audio & Minutes from Facility Subcommittee meeting
- Annual Report
- Requisition Status Report
- Measure I Bond Financial Statement 06/30/2023
- Measure I Bond Financial Audit Report 06/30/2023
- Measure G Bond Financial Statement 06/30/2023
- Measure G Bond Financial Audit Report 06/30/2023