

Moreno Valley Unified School District
25634 Alessandro Blvd.
Moreno Valley, CA 92553

Citizen's Bond Oversight Committee
Measure M

Meeting Minutes

Members Present: Charles Smith
Dolorise Anderson
Keri Then
Linda Williams
Marisela Lopez
Pete Serbantes
Tim Lyons
Tracy Brown

Members Absent: Debby Johnson
Kendall Shumway

District Representatives
Present: David Casnocha-Bond Counsel
Tarana Alam- California Financial Services

District Staff Present: Dr. Judy White, Superintendent
Sergio San Martin, Director of Facilities Planning & Development
Elvia Anderson, District Translator
Tim McGillivray, Public Information Officer
Josie Ripoly, Purchasing Director
Jorge Mendez, Facilities Planner
Ana Gonzalez, Facilities Planner
Cheryl Acevedo, Facilities Demographics Clerk

1) Introductions and Welcome

Dr. White welcomed members of the committee and thanked them for their service.
Dr. White explained the selection process for electing members and provided background information on the District's Bond Measure M.

Dr. White asked that committee members, district staff and district representatives introduce themselves.

2) Comments from the Public

The District posted a three (3) day advanced notice of the first Citizen's Bond Oversight Committee meeting at the District office, District website, Moreno Valley Public Library and at the Alessandro Administrative Center. No comments were received from the Public.

Sergio San Martin at the meeting invited anyone in the public to directly address the committee on any item within the subject matters of the Bond Oversight Committee. No comments were made.

3) Roles and Responsibilities

Mr. David Casnocha provided information regarding the committee's roles and responsibilities by using the District's Board Approved Bylaws. A copy of the approved Bylaws and Resolution were included in each member's binder.

Mr. Casnocha informed the committee they are subject to the Brown Act, therefore, meetings are not allowed to be conducted behind closed doors, and every subject should be discussed in public. The Brown Act guarantees the public's right to attend and participate at the meetings. Furthermore, the Brown Act prohibits serial contact, meaning members are not to contact each other to discuss any item.

Mr. Casnocha stated that only items on the agenda should be discussed at the meetings. Committee discussed the process to place items on the agenda. It was determined that the members should send items to the Chair and Chair would send items to the District.

Mr. Casnocha explained that the committee will review expenditure reports and should expect to be provide the names of the projects and dollars spent for each project at a minimum.

Mr. Casnocha explained that the committee does not have the authority to pre-approve projects. He further explained that essentially, the committee will be looking at expenditure reports of dollars already spent.

Mr. Casnocha referenced Resolution No. 2013-14-70 Exhibit's A and B included in each member's binder. He stated that the project list on Exhibit B is not a promised list, but rather an authorized list. The purpose of the list is to guide the committee as independent auditors to validate funds are spent on approved projects. He further stated, project names do not necessarily need to match word for word the names in the project list, but rather the committee needs to satisfy itself that the funds are paying for projects as they relate to the project description in the project list.

Mr. Casnocha discussed the role of the Chair for disseminating information to the public. He identified manners such as: using the District's website, adding information to the District's Newsletter or attending Board meetings and passing out information through a letter. Information portals to the public are pending to be further vetted by the committee

and Chair. Additionally, the District will provide a webpage listing bond projects and information related to Measure M and Citizen's Bond Oversight Committee.

Mr. Casnocha stated that the District will need to provide an annual expenditure report.

Mr. Casnocha advised that the District should provide three (3) sample expenditure reports to the committee to determine which format they would like best. Committee also needs to decide when they would submit expenditure report to the Board.

Charles Smith requested a copy of the Official Statement associated with the recent bond sale.

Mr. Casnocha reviewed items that the committee has no jurisdiction i.e. demand to review change orders. The committee, however, can ask about the District's process to reduce the percent of change orders. The committee does not have jurisdiction to review contracts, approval of project plans and schedules, handling of legal matters, etc. Items are set forth in section 3.4 of the Bylaws.

Mr. Casnocha advise the committee to meet at a minimum one (1) time a year or quarterly at a maximum. In the event of a special item(s) the committee can hold a special meeting.

4) Election of Officers

Mr. Casnocha explained the Bylaws required the Superintendent to appoint the Chair of the committee.

Dr. White proceeded to state that after reviewing each member's application and giving careful consideration and although everyone was qualified she would like to appoint Pete Serbantes as Chair of the committee.

Mr. Pete Serbantes accepted to be Chair of the Committee.

Tracy Brown expressed her interest as Vice Chair.

The committee voted and appointed Tracy Brown as Vice Chair.

5) Selection of Term

Mr. Casnocha reviewed the number of terms each member would serve. The committee selected the number of terms each would serve. As a result, the terms to be served by each member are as follows:

Charles Smith	1 year
Debbie Johnson	1 year
Delorise Anderson	2 years

Kendal Shumway	1 year
Keri Then	2 years
Linda Williams	2 years
Marisela Lopez	2 years
Pete Serbantes	2 years
Tim Lyons	2 years
Tracy Brown	2 years

6) Report of Bond Sale

Mr. Casnocha provided information on the first series bond sale and remaining authorization. Information was provided on a handout prepared by Tarana Alam.

7) Brief Overview of the Projects

Tarana Alam further presented a brief overview of the bond sale and project descriptions with the use of a booklet she handed out to each committee member. The booklet was a sample of what the committee can expect to see in future meetings. The booklet will provide project scope, status, dollars spent to date and progress renderings of the projects.

8) Next Meeting Date

The committee agreed all meetings are to begin at 3:30 p.m. and end at 5:00 p.m. on the following dates:

- November 19, 2015
- March 17, 2016
- June 16, 2016
- August 18, 2016

9) Questions and Comments

No questions or comments were made.

10) Adjournment

Meeting adjourned at 5:15 p.m.