



**UNADOPTED MINUTES**  
**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MEASURE V**  
**REGULAR MEETING: August 4, 2021**

The meeting was called to order at 5:50 pm by Chair, Jay Steiger

**CALL TO ORDER**

CBOC Members Present: Jay Steiger, Chair and Member-at-Large  
Antionette Davis, Parent  
Jim Long, Business Association  
Ann Ravitch, Senior Citizens' Association  
Dave Suydam, Member-at-Large  
Krista Trimlett, Member-at-Large

**ESTABLISHMENT OF QUORUM**

CBOC Members Absent: Jim Taylor, Vice Chair and Parent – PTO  
Gerry Saucedo, Member-at-Large  
Katie Simpson, Member-at-Large  
Glen Sparrow, Taxpayers' Association

Staff Members Present On Assignment: Jennifer Nerat, Assistant Superintendent, Business Services  
Seth Boomgarden, Director, Fiscal Services  
Jason Brust, Director, Maintenance, Operations, and Facilities  
Valerie Ranum, Director, Business Services

District Consultants Present On Assignment: Sarah Garrett, Program Advisor, Group Garrett Inc.  
Miles Phippen, Program Manager, Kitchell CEM  
Heather Skaife, Program Manager, Kitchell CEM

**PUBLIC COMMENTS**

No comments were submitted.

**DISCUSSION / APPROVAL OF CBOC BYLAWS**

Janet Mueller, Attorney, reviewed with the members some of the key elements of the proposed Bylaws. She also shared with the members section 6 of the Bylaws along with the code of conduct.

The Bylaws were motioned for approval by Dave Suydam and seconded by Ann Ravich and carried unanimously 6-0.

**APPROVED**

**REPORT – PROGRESS ON MEASURE V BOND PROGRAM**

Jason Brust, Director, Maintenance, Operations and Facilities introduced Miles Phippen & Heather Skaife, Program Managers from Kitchell CEM who outlined Kitchell’s role in working with Measure V Program. The role of Kitchell CEM is providing a professional program, projects and construction oversight along with scope, schedule and fiscal management.

**DISTRICT COMMUNICATIONS**

Jennifer Nerat, Assistant Superintendent, Business Services shared with the committee of its first Measure V bond sale that occurred on July 29, 2021. The district will alert members of any CBOC updates and communication via email.

**CBOC COMMUNICATIONS**

Jay Steiger informed the Committee that he will wait for communication from the District regarding in person meeting vs Zoom meeting.

Next meeting date will be November 3, 2021 at 5:30 pm.

**ADJOURNMENT**

The meeting was adjourned at 6:30 pm.

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Jennifer Nerat, Assistant Superintendent,  
Business Services

Approved and ordered into the proceedings of the District at the next regular meeting of the Citizens' Bond Oversight Committee to be held on November 3, 2021.

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Jay Steiger, Citizens' Bond Oversight  
Committee Chair