

LAKEPORT UNIFIED SCHOOL DISTRICT

**2508 Howard Ave
Lakeport, CA 95453**

**CITIZENS' BOND OVERSIGHT COMMITTEE
MEETING MINUTES**

Tuesday, January 23, 2018

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1. OPEN SESSION- Call to Order at 5:30 p.m.

A. Roll Call

Present/Absent

Dan Buffalo	Absent
Dan Camacho	Present
Jennifer Hanson	Present
Judy Luchsinger	Present
Larry Powers	Present
Karyn Rasmussen	Absent
Dennis Rollins	Present

Mike Adams and Denise Shannon were in attendance as resource specialists.

2. APPROVAL OF THE AGENDA

The Board may reorganize the order in which items are considered. The Board may, by 2/3 vote or if less than 2/3 are present, by unanimous vote, add items to the agenda if it was determined the item needed immediate action and that need for the action came to the attention of the Board after the agenda was posted.

Motion by: Larry Powers, Second by Dennis Rollins

Roll Call Vote:

1. Dan Buffalo	Aye	_____	Nay	_____	Abstain	_____	Absent	<u>X</u>
2. Dan Camacho	Aye	<u>X</u>	Nay	_____	Abstain	_____	Absent	_____
3. Jennifer Hanson	Aye	<u>X</u>	Nay	_____	Abstain	_____	Absent	_____
4. Judy Luchsinger	Aye	<u>X</u>	Nay	_____	Abstain	_____	Absent	_____
5. Larry Powers	Aye	<u>X</u>	Nay	_____	Abstain	_____	Absent	_____
6. Karyn Rasmussen	Aye	_____	Nay	_____	Abstain	_____	Absent	<u>X</u>
7. Dennis Rollins	Aye	<u>X</u>	Nay	_____	Abstain	_____	Absent	_____

3. PUBLIC REMARKS & CONCERNS

There were no public remarks or concerns.

4. APPROVAL OF MINUTES FROM OCTOBER 19, 2017

Motion by: Dennis Rollins, Second by Dan Camacho

Roll Call Vote:

1. Dan Buffalo	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
2. Dan Camacho	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
3. Jennifer Hanson	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
4. Judy Luchsinger	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
5. Larry Powers	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
6. Karyn Rasmussen	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
7. Dennis Rollins	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>

5. APPROVAL OF EXPENSES

Michael Adams, MBA Consulting, and Denise Shannon presented, and the committee reviewed, the Bond Expenditure Report, the Financial Summary Report, Bond Project Expenses by Fiscal Year Report and the Fund 21 Balance. It was noted that work is progressing on the Food Service project and is projected to be completed by the fall of 2018. The fitness center/pool project is in developmental phase and is currently being projected to be completed by the fall of 2019.

Expenditure reports were approved.

Motion by: Dennis Rollins, Second by Jennifer Hanson

Roll Call Vote:

1. Dan Buffalo	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
2. Dan Camacho	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
3. Jennifer Hanson	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
4. Judy Luchsinger	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
5. Larry Powers	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
6. Karyn Rasmussen	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
7. Dennis Rollins	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>

6. DRAFT OF ANNUAL REPORT

CBOC board member Dan Buffalo developed a draft of the Annual Report for the Citizens' Bond Oversight Committee. Committee members reviewed the draft and had no suggestions for change. Board members commended Mr. Buffalo on a job well done.

Annual Report was approved for submission.

Motion by: Larry Powers, Second by Dennis Rollins

Roll Call Vote:

1. Dan Buffalo	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
2. Dan Camacho	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
3. Jennifer Hanson	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
4. Judy Luchsinger	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
5. Larry Powers	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
6. Karyn Rasmussen	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
7. Dennis Rollins	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>

7. **FUTURE AGENDA ITEMS**

- 1. Facilities Master Plan
- 2. Expenditure Reports

The next meeting will be Thursday, April 26th, 2018 at 5:30 p.m.

8. **ADJOURNMENT** Time 6:10 p.m.

Motion by: Jennifer Hanson, Second by Dennis Rollins

Roll Call Vote:

1. Dan Buffalo	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
2. Dan Camacho	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
3. Jennifer Hanson	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
4. Judy Luchsinger	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
5. Larry Powers	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>
6. Karyn Rasmussen	Aye	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> X </u>
7. Dennis Rollins	Aye	<u> X </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent	<u> </u>