

Measure E
Citizen's Oversight Committee
Tahoe Lake Elementary
375 Grove Street - Tahoe City, CA 96145
School Facilities Improvement Districts No. 2
Regular Meeting No. 2
October 13th, 2015

1. Call to Order / Roll Call

3:30 pm

TTUSD Representatives: **Todd Rivera**, Executive Director of Business Services, **Mark Button**, Director of Facilities, Maintenance & Operations, **Rose Green**, Facilities Bond Admin Secretary, Stephanie Foucek-Welsh, Principal of Tahoe Lake Elementary.

Measure E Citizen's Oversight Committee Members: Jim Phelan, Jenn Ragan, Kirsten Keim, Susan Griffith, Johanna Monforte, Warren Wagner was absent, Margarita Samuelson resigned.

2. Welcome and Introductions

Each COC member introduced themselves and provided a personal statement of why they chose to serve on the committee. We had a quorum today 4 out of 7 members. We are 1 member short Margarita Samuelson resigned; we have 90 days to replace her position.

3. Public Comment

None present

4. Approve Minutes from Last Meeting

The meeting minutes#1 and #2 will be approved next meeting in January 2016.

5. Election of Officers / Vice Chair

The COC Members elected Susan Griffith for Chair Officer (for a 2 year Term) and Jim Phelan for Vice Chair Officer.

The Chair is main responsibility is to run the meetings and report to the Board of Education.

6. Measure Project Overview

Mark Button, Director of Facilities, Maintenance & Operations explained each project progress up to this date, explained the quick start projects as well as the steps before each project can start, and the DSA Approval, Plans and Bid process. The PowerPoint presentation will be available on TTUSD's Website.

7. Finance Update

Todd Rivera reported the expenditures by projects, informed the COC members of the external auditors required by law to audit and assure all the expenditures match up with the ballots language, creating a report along with the annual school report. We will provide the final audit report once we receive it back from auditors to this COC before the next meeting.

8. Upcoming Meeting Schedules

Todd Rivera will provide the Performance Audit to COC members for review before the next meeting. The next meeting will be scheduled in January, 2016. The COC chose to have the meeting on a Tuesday after 5pm, except on the 4th Tuesday of the month.

9. Other Items

None

10. Adjourn

5:00 pm

For further information please contact:

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