MEETING MINUTES MEASURE E CITIZENS' OVERSIGHT COMMITTEE SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Tuesday, April 5, 2016 (5:00 PM)

ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT: **MEASURE E CITIZENS' OVERSIGHT COMMITTEE MEMBERS (COC):**

Johanna Monforte Jim Phelan Kirsten Keim Susan Griffith

MEMBERS ABSENT:

Warren Wagner Sydney Earley

ALSO IN ATTENDANCE:

Director of Facilities, Mark Button, and Facilities Bonds Administrative Secretary, Rose Green Thomas Kleffman, Bond Program Fiscal Contract Analyst

1.0 Call to Order

Susan Griffith, COC Chair called the meeting to order at 5:00 p.m.

2.0 Public Comment

No public comment

3.0 Discussion and Approval of 2014-2015 COC Annual Report

The intent was to provide a guideline to the committee for use in preparation of their 2014-2015 Annual Report to the Tahoe Truckee Unified School District Board of Trustees. The committee still has time to make changes or modifications before the report is presented to the board at the May 4th meeting. The final version needs to be submitted about two weeks prior to this date. The committee needs to decide what is relevant and what is not, and how to present it. Information about the bond projects should be included, such as what the bond is about and why we are doing it. It's the responsibility of the COC to oversee the projects.

The committee found that the information presented was a little repetitive and somewhat confusing, and should be reformatted and more organized. It was also decided that the full school names should be used in the report rather than acronyms, making it easier for the public to understand. For example *Kings Beach Elementary School*, rather than *KBE*. Including information on the progress of the projects might also be good for the general public. The project update is a summary of the overall program on each school site, and will be included with an upto-date letter to the board as to where we are in that fiscal year.

4.0 Other Items

Committee members need to start another meeting for the status of the projects. A good time would be either mid-summer or fall, since many projects would be out the door and under construction, especially the parking lot and warehouse projects. Construction will be further along, bids will be back, and more numbers will be available. Mid or end of July is a good time, as the fiscal year will be over by then.

The next community meeting is May 3rd at 5:00 pm.

June 8th at 3:00 p.m. is the Groundbreaking ceremony for the Tahoe Lake Elementary School parking lot. This Groundbreaking ceremony will represent the entire Measure E.

5.0 Adjourn

Susan Griffith, Citizens' Oversight Committee Chair adjourned the meeting at 6:00 p.m.

Todd Rivera

Executive Director of Business Services Tahoe Truckee Unified School District Susan Griffith

Measure E Citizens' Oversight Committee Chair SFID No.2