



**Nevada Joint Union High School District  
Independent Citizens' Bond Oversight Committee,  
Regular Meeting  
Minutes**

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**January 31, 2017  
5:00 p.m.  
Nevada Union High School  
District Conference Room  
11645 Ridge Road  
Grass Valley, CA. 95945**

**A. CALL TO ORDER/DESIGNATION OF INITIAL COMMITTEE CHAIR**

Superintendent Louise Johnson called the meeting to order at 5:00 p.m. and appointed Lisa Swarthout as the initial chairperson for the committee.

**B. ROLL CALL**

Present: Lisa Swarthout, Julie Barnum, Rob Katzenstein, Irene Frazier, Andrew Wilkinson, Bob Branstrom, Katy Schwarz, Heino Nicolai, Philip Salter and Eva Nau

Absent: Stephen French and Sonia Delgadillo

Others present: Dr. Louise Johnson, Karen Suenram, Laura Flores, Paul Palmer, David Casnocha, Debbie Zeisler, Jim Drew, Debi Sekarek

**C. APPROVAL OF AGENDA**

Katy Schwarz moved, Bob Branstrom seconded and the Committee approved the Agenda 10-0.

**D. PUBLIC COMMENT**

Dr. Johnson introduced Paul Palmer (Director of Planning and Construction), Debi Sekarek (Accounts Payable) and Jim Drew (Nevada Joint Union High School District Governing Board President).

**E. REPORT/PRESENTATIONS & ACTION ITEMS**

**E.1. Superintendent Welcome**

Dr. Johnson thanked the Committee for volunteering their services.

**E.2. Introduction of members and attending staff**

All members of the Committee as well as all the others in attendance introduced themselves.

**E.3. Roles and Responsibilities of the Committee**

David Casnocha, from Stradling, Yocca, Carlson and Rauth, provided some background on public school facility financing. From 1986-2000 bonds required a 2/3 passage rate, but in 2000 Proposition 39 changed that requirement to 55%, but limited the amount to \$30 per \$100,000 of assessed value and also required more information be provided as well as establishment of an independent audit and oversight committee.

Mr. Casnocha reviewed the roles and responsibilities of the Committee, noting that it is an oversight committee, and not an advisory committee. He reviewed the bylaws and explained that the Committee has no legal remedies. He explained that the Committee must adhere to the Brown Act, topics must be agendaized and that oversight was of the bond funds only. He outlined what the funding is for and how the projects were defined. He explained that select staff salaries can be paid by bond proceeds if their position exists because of the bond. He informed the Committee that they have an obligation to inquire about any discrepancies and that they may address the Governing Board if they are not satisfied by the outcome of such inquiry. The Committee also has an obligation to inform the public and that all communication must come from the Committee Chair and reflect majority opinion. The Committee must report to the Governing Board at least annually and may utilize the newspaper or newsletters.

The district is responsible to obtain an annual independent audit (performance and financial) and the Committee must receive that audit within three months. A minimum of seven people are required for the Committee and an ethics standard is enforced. Each Committee Member may serve a maximum of three consecutive two year terms. Any amendment to the approved bylaws must be approved by the Committee.

#### **E.4. Appointment and Election of Officers**

Irene Frazier moved to nominate Lisa Swarthout as Committee Chair, Katy Schwarz seconded and the Committee approved the nomination 10-0. Lisa Swarthout moved to nominate Katy Schwarz as Vice-Chair, Irene Frazier seconded and the Committee unanimously approved the nomination.

#### **E.5. Meeting Dates**

Heino Nicolai moved to approve the list of meetings as presented, Rob Katzenstein seconded and the Committee voted 10-0 for approval of the following dates all beginning at 5:00 p.m.:

May 1, 2017  
August 7, 2017  
November 6, 2017  
February 5, 2018  
May 7, 2018  
August 6, 2018  
November 5, 2018  
February 4, 2019 (present 2017-18 Audit Report)  
May 6, 2019  
August 5, 2019  
November 4, 2019  
February 3, 2020 (present 2018-19 Audit Report)  
May 4, 2020

It was noted that May 1, 2017 would be a good time to do a walkabout at Nevada Union and August 7, 2017 would be a good time to do a walkabout at Bear River.

#### **E.6. Selection of Terms**

Dr. Johnson explained the necessity of staggering the terms of the Committee members so there will always be experienced members serving and by lot the following was decided:

1 year term: Swarthout, Barnum, Katzenstein, Frazier, Wilkinson and Branstrom

2 year term: Delgadillo, French, Schwarz, Nicolai, Salter, and Nau

**E.7. Overview of first set of projects and timing for start**

Karen Suenram reviewed the list of projects and explained how the projects were prioritized. She noted that the list will be presented to the Governing Board for approval on February 8, 2017. She noted that safety is the first priority and approximately \$14 million will be utilized by the end of 2018.

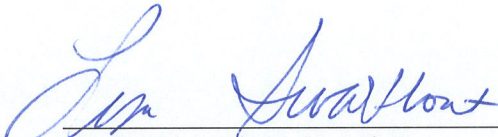
**E.8. Other Business**


Dr. Johnson offered a training session on the Brown Act for any Committee Member interested. The training will be conducted by the District's attorney on February 22, 2017 at 5:30 p.m. at Bear River High School.

Irene Frazier requested that "before" pictures be taken for documentation and the District assured her they would be.

**F. ADJOURNMENT**

The meeting was adjourned at 6:56 p.m.

  
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Lisa Swarthout, Committee Chair

  
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Louise B. Johnson, Superintendent and Committee Secretary