

**Folsom Cordova Unified School District**  
**125 East Bidwell Street**  
**Folsom, California 95630**

October 22, 2007

**MINUTES**

Citizens Oversight Committee  
Measure B  
Peter J. Shields Elementary School  
10434 Georgetown Drive  
Rancho Cordova, California 95670

**CITIZEN'S OVERSIGHT COMMITTEE**

Craig Osborn, Chairperson  
Russ Davis  
Janet Huddle  
Mike Rizzo  
Duane Swart  
Rob Wells  
Liliyas Sahba Williams

Committee members Craig Osborn, Russ Davis, Janet Huddle and Rob Wells were present. Mike Rizzo, Duane Swart and Lili Williams were absent. Also present were school district staff Debbie Bettencourt, Matt Washburn, Grant Smith, Mike Hammond and Pam Parsons.

Meeting convened at 4:42 p.m.

**APPROVAL OF MINUTES**

Russ Davis moved to approve the minutes with the following amendment, on page 2, the second bullet, add: The committee discussed the existing mural on the wall inside the library (at Peter J. Shields Elementary School) and this is artwork that is not being preserved because of the scope of work being completed. Rob Wells seconded the motion. Minutes were approved unanimously.

**REVIEW CONSTRUCTION PROJECTS AND TIMELINES**

Matt Washburn reviewed construction projects and timelines.

*Mitchell Middle School:*

- The north wing classrooms and the gym and locker rooms have been occupied and are substantially complete. Smart Boards are installed. The new cafeteria in the north wing will begin serving lunches October 25, 2007. The administration building is occupied and the bell system is working.
- Abatement in the south cluster is complete.
- The estimated completion date for the Phase I construction is April 2008.

*Cordova Gardens, Rancho Cordova, and Peter J. Shields Elementary School:*

- The roofing and HVAC upgrades are 99% complete. Air balancing has been completed and commissioning of the HVAC equipment is ongoing.
- The interior renovation projects at these three sites are essentially complete, with only punch list items remaining.
- Prior to completion of all projects, the project manager meets with the site administrator and explains the close out procedures, going over punch list, warranties, etc.
- The site work renovations are nearing completion. Sod will be installed at all three sites starting tomorrow. Digital marques will be installed starting Monday, October 29, 2007.

- Smart Boards are currently in the process of being installed at these three sites.

Mather High School/Morrison Creek Middle School:

- The site plan is ready.
- Russ Davis reported that Elliot Homes is meeting with the Planning Commission in February, and hoping for development of the Rio del Oro area to begin in the spring.

Miscellaneous:

- The committee discussed the potential use of redwood trees where ever possible to help minimize pollution effects. Matt Washburn has met with the City of Rancho Cordova and The Sacramento Tree Foundation. The City will provide the District with a recommendation report they will be receiving from UC Davis in December.
- Kelly Calhoun made a presentation on the Smart Boards at the October 19, Cordova Community Council luncheon.

**OTHER COMMITTEE TOPICS**

Since this is conceivably the last Measure B meeting, the committee discussed audit responsibilities and whether a final annual report to voters should be published. A final financial/performance audit report should be ready by December.

Russ Davis moved to continue action of the committee by circulating the financial/performance audit by email for approval, and circulating an annual report to voters for the committee's input and approval. Rob Wells seconded the motion. Motion was approved unanimously.

The committee decided it would be good to release the annual report in the spring of 2008 after the master plan is approved and in conjunction with the release of Measure N's annual report. Debbie Bettencourt said the annual report could be as simple as a letter of thanks from the committee and could combine with the Measure N report. Janet Huddle suggested listing all previous and current Measure B members on the report.

The committee chairman will call a meeting if needed.

**THANK YOU MEASURE B COMMITTEE**

Debbie Bettencourt thanked the members for serving on the Measure B committee. She also expressed her appreciation for the committee proposing and supporting Measure N.

District staff will conduct a Measure N presentation to the Rancho Cordova City Council on December 3, 2007.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,

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Craig Osborn, Chairperson