

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Citizens' Bond Oversight Committee

October 14, 2020

FINAL MINUTES – Approved January 20, 2021

A meeting of the independent Citizens' Bond Oversight Committee of the Los Alamitos Unified School District was held on Wednesday, October 14, 2020 via teleconference.

I. CALL TO ORDER

The meeting was called to order at 6:33 p.m. by Chair Janet Murphy. A quorum of members was present and the meeting, having been duly convened, was ready to proceed with business.

II. PLEDGE OF ALLEGIANCE

Chad Stuart led the committee and staff members in reciting the Pledge of Allegiance.

III. ATTENDANCE

Members Present

Craig Cartozian
Keith Crafton
Alexandra Ito
Ashran Jen
Trini Jimenez
Brett Lorber
Janet Murphy
Marilynn Poe
Chad Stuart

Members Absent

Brady Metcalfe
Lorraine Navarro

Staff Present

Nancy Nien
C.J. Knowland
Elvia Galicia
Mayra Gonzalez
Shoshana Dornblaser

IV. WELCOME/INTRODUCTIONS

Chair Janet Murphy welcomed the committee members.

V. APPROVAL OF MINUTES

Keith Crafton moved to approve the *April 1, 2020* meeting minutes and Brett Lorber seconded. The committee unanimously adopted, and the motion was carried.

VI. COMMUNITY/STAFF PARTICIPATION ON NON-AGENDA ITEMS

None.

VII. UPDATE ON MEASURE K AND MEASURE G PROJECTS

C.J. Knowland updated the committee on the progress of the various construction projects. The first projects undertaken by the District were the High School Infrastructure, the Aquatic Center and the Playground Replacements. In Summer 2019 the High School Interim Housing was installed and DSA approval for the multi-story STEM building was granted. Construction of the multi-story building began in March along with the design of the modular restroom buildings at Los Alamitos Elementary and Hopkinson. The Aquatic Center and the modular restroom buildings were completed this past summer. The design of the new high school gym is the next project getting started as well as the remaining playground projects at Hopkinson and Los Alamitos Elementary.

C.J. reviewed the budget modifications and savings resulting from the completed projects. The McGaugh Playground Replacement project came in \$387,291 below budget due to using new vendors and utilizing the existing footprint of the playground to reduce soft costs. The restroom projects bids came in higher than expected and the City required the District to use specific vendors to connect to utilities. The Aquatic Center numbers are still being finalized, but are expected to be as much as \$1.5 million under budget. This is primarily due to diligent construction change order management.

The design contract for the new gymnasium is expected to be awarded in November once the scope of the project is finalized. The cost is expected to be between \$15 and \$20 million depending on whether it is a two-court or three-court design. The expected timing of the construction is to begin as the multi-story project is completing.

The underground work for the multi-story building is just about done with work on the footings, electrical trenching and conduits finishing up and soon the structural steel will be placed.

C.J. shared pictures showing the progress of the pool construction from the initial stages to completion. The new Aquatic Center was a low bid project rather than a lease/leaseback. Our construction team has closely monitored the contractor and minimized the number of change orders which has kept the overall cost down. Change orders totaled about \$120,000 which is a change order rate of 1.3%. C.J. explained that there are still a few change orders to complete, but he does not anticipate the change order rate going over 3%. Typically, projects' change order rates run about 7-12%.

The Notice of Completion has just been filed for the Hopkinson restroom project. At LAE the outstanding work is only a fire hydrant that needs to be connected. This work will be conducted on the weekends.

Question from Committee Member:

What is the maximum change order percentage allowed per the contract? The maximum is 10% which is how the \$1.5 million in savings was determined.

VIII. FINANCIAL REPORT

Elvia Galicia reviewed the most current expenditure report which covers the period ending June 30, 2020. Most of the revenue from the bond sales took place during FY 2019-20. When combined with interest earned and funds in excess of cost of issuance of the bonds, total revenue stands at \$56.5 million.

The playground projects have been finalized and the budgets modified resulting in savings of \$536,000. However, the restroom projects came in higher than originally anticipated reducing the overall savings to \$63,373.

A question was asked if all the costs for the aquatics center are included in the report. C.J. explained that there will be some expenses to finish wrapping up the project change orders, but once the project is finalized, it is still expected to come in under budget. Much of the savings on the Aquatic Center project was due to rebidding the project.

IX. COMMITTEE COMMENTS

Janet brought up the requirement that the election of officers take place annually. Due to the pandemic and meeting virtually for the first time, the election did not take place at the last meeting. Nancy confirmed with legal counsel that if the committee would like to elect officers bi-annually, the Board of Education would have to amend the committee's bylaws. The committee agreed that two-year terms for the chairperson and vice chairperson would be preferred. Nancy will confer with legal counsel to confirm the process for requesting a change to the bylaws.

Marilynn Poe thanked the district staff for the construction site tour.

X. PROPOSED FUTURE AGENDA ITEMS FROM COMMITTEE MEMBERS

None.

XI. ADJOURNMENT

A motion to adjourn the meeting was made by Trini Jimenez with a second from Marilyn Poe. The meeting was adjourned at 7:17 p.m. The next meeting will be held on Wednesday, January 20, 2021, at 6:30 p.m. in the District Office Board Room.