

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Citizens' Bond Oversight Committee

January 26, 2022

FINAL MINUTES – Approved March 30, 2022

A meeting of the independent Citizens' Bond Oversight Committee of the Los Alamitos Unified School District was held on Wednesday, January 26, 2022 via Zoom 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

Craig Cartozian led the committee and staff members in reciting the Pledge of Allegiance.

III. ATTENDANCE

Members Present

Craig Cartozian
Keith Crafton
Alexandra Ito
Trini Jimenez
Brett Lorber
Janet Murphy
Lorraine Navarro
Marilynn Poe

Staff Present

Elvia Galicia
C.J. Knowland
Mayra Gonzalez
Shoshana Dornblaser
Brian Ruff, Eide Bailly

Members Absent

Ashran Jen
Brady Metcalfe
Chad Stuart

IV. WELCOME/INTRODUCTIONS

Chair Janet Murphy welcomed the committee members.

V. APPROVAL OF MINUTES

Marilynn Poe mentioned a discussion of the STEM building flooring not being included in the minutes. Marilynn motioned to approve the minutes and also have the notes checked for the discussion of the flooring. Keith Crafton seconded. The committee unanimously adopted, and the motion was carried.

VI. COMMUNITY/STAFF PARTICIPATION ON NON-AGENDA ITEMS

None.

VII. DRAFT ANNUAL REPORT

Elvia Galicia presented a draft of the Annual Report for input from the committee. The final report will be approved on March 30, 2022 and presented to the Board of Education on April 12, 2022. The deadline for feedback by the committee is February 11, 2022.

VIII. CBOC INTERVIEWS

Six committee members' terms expire in March 2022. Interviews were held last week to fill the positions. A recommendation of new and returning members will be taken to the February 8, 2022 board meeting for approval. The committee currently has 11 members, but going forward, the committee will be comprised of nine members. The bylaws stipulate that a minimum of seven members are required.

IX. UPDATE ON MEASURE K AND MEASURE G PROJECTS

C.J. Knowland presented an update on the District construction projects. All 11 district playgrounds have been replaced. The most recently completed playground projects include Lee Elementary School, Los Alamitos Elementary School upper and kindergarten playgrounds and Weaver which is scheduled to open tomorrow.

Current LAHS multistory STEM building construction activity includes exterior enclosure (metal wall panels, brick veneer, curtain wall and glazing), interior (insulation and drywall) and the forming, rebar and concrete for the grand staircase. The main electrical switchgear and rooftop HVAC units are scheduled to arrive by the end of January. Elevator installation will begin in February. A modification made to the original design at the request of the science department was to enlarge the counter space of the island casework to provide enough space for a lab to be set up and allow students enough space to do classwork at their desks. Site administration requested that one of the first floor classrooms be modified to be used as the Attendance Office which requires an exterior transaction window. The robotic and engineering lab staff have also requested modifications to accommodate desktop computers in the robotics lab as well as some electrical requirements.

C.J. Knowland presented a Gantt chart comparing the contract value and the dollars spent for the multistory building. As of October 31, 2021, the multistory building construction is 76% complete and about 58% of the budget has been paid out. The chart does not include furniture and other soft costs. Lorraine Navarro asked that in the future a Gantt chart be created for each project.

The interior finishes are expected to be completed by May 2022. This project includes site work that will take place during the summer which involves repaving the walkways and restructuring the parking lot in front of the building. The classrooms will all have LVT flooring while some of the corridors and administrative offices will be carpeted.

The schematic design of the second gymnasium at LAHS is nearly complete. C.J. Knowland shared several of the design options proposed by Westgroup Design. User groups were consulted and all agreed that a weight room is a necessity. Additionally, user groups are asking for team rooms, storage and restrooms. Restrooms will be accessible from both inside and outside the gym. The restrooms on the north side of the gym will serve the baseball field. The main entrance to the gym will include an interior corridor to

protect the gym floor from being damaged from dirt and debris being tracked in from outside.

C.J. Knowland presented a preliminary schedule for the gym construction. The design phase will wrap up in June 2022 after which it will go to DSA Review. DSA Review will take between three and six months. During that time contract procurement will begin and construction is anticipated to begin in December 2022. Construction will take approximately 18 months with completion in time for the 2024-25 school year.

C.J. Knowland shared the cash flow projection for the LAHS second gymnasium project. This is a \$20 million project in which the majority of expenditures will be for construction in the 24- to 36-month time period. For the first 12 months most of the expenditures will be for architectural services, engineering, soil testing, etc.

X. FINANCIAL REPORT

Mayra Gonzalez presented the October 31, 2021 Financial Report including the expenditures and current balance for each project. There are no expenditures yet for the LAHS second gymnasium, but \$1.17 million has been committed which is for architectural services.

Funding sources total \$131 million coming from Measure G, Measure K and other funds. The modernization of LAHS classrooms was removed from the report due to the fact that the scope has not yet been determined and it is not possible to estimate an appropriate budget. Keith Crafton asked what comprises the Other Funds category on the report. It is a combination of District contributions and State Matching funds.

XI. PRESENTATION OF FINANCIAL AUDIT

Brian Ruff of Eide Bailly provided an overview of the Measure G and Measure K audit reports. Expenditures were reviewed to ensure that they meet the criteria of the bond language. The accuracy of the numbers in the financials is reviewed and both reports are unmodified, clean audit opinions and with no adjustments or findings to report. This year 81% of Measure G expenditures were tested for fiscal year 20-21 and 72% were tested for Measure K. There were no findings and no issues with the financial statement reporting.

XII. SITE TOUR

A site tour will be scheduled for March or April.

XIII. COMMITTEE COMMENTS

Alexandra Ito's term is ending and she thanked the District and the committee for opportunity to serve on the committee and said it was an interesting and rewarding experience.

XIV. PROPOSED FUTURE AGENDA ITEMS FROM COMMITTEE MEMBERS

None.

XV. ADJOURNMENT

A motion to adjourn the meeting was made by Trini Jimenez with a second from Keith Crafton. The meeting was adjourned at 7:31 p.m. The next meeting will be held on Wednesday, March 30, 2022, at 6:30 p.m. via Zoom.