

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Citizens' Bond Oversight Committee

March 30, 2022

FINAL MINUTES – Approved October 12, 2022

A meeting of the independent Citizens' Bond Oversight Committee of the Los Alamitos Unified School District was held on Wednesday, March 30, 2022 via Zoom teleconference.

I. CALL TO ORDER

The meeting was called to order at 6:37 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

Keith Crafton
Trini Jimenez
Brett Lorber
Janet Murphy
Lorraine Navarro
Chad Stuart

Staff Present

Elvia Galicia
C.J. Knowland
Mayra Gonzalez
Shoshana Dornblaser

Members Absent

M. Brady Metcalfe
Marilynn Poe
Paurvi Trivedi

Guest Presenter

David Casnocha, Esq., Stradling Yocca Carlson & Rauth

IV. WELCOME/INTRODUCTIONS

Chair Janet Murphy welcomed the committee members and Mr. David Casnocha of Stradling, Yocca, Carlson & Rauth and each of the attendees introduced themselves.

V. APPROVAL OF MINUTES

Keith Crafton moved to approve the January 26, 2022 meeting minutes and Brett Lorber seconded. The committee unanimously adopted, and the motion was carried. Keith Crafton moved to approve the revised minutes from October 26, 2021 and Chad Stuart seconded. The committee unanimously adopted, and the motion was carried.

VI. COMMUNITY/STAFF PARTICIPATION ON NON-AGENDA ITEMS

None.

VII. PRESENTATION BY BOND COUNSEL

David Casnocha of Stradling Yocca Carlson & Rauth presented a summary of the roles and responsibilities of the Citizens' Bond Oversight Committee members. Measures K and G were passed under the provisions of article 13A of the California Constitution which is also referred to as Proposition 39 which requires 55% voter approval. In addition, the Board of Education was required approve calling for the election by a super majority (two-thirds), create a project list and provide it to the community and prepare financial/performance audits. The tax rate must be set (not exceed \$60 per \$100,000 dollars of assessed valuation) and the District must also form, populate and empower a Citizens' Oversight Committee whose roles and responsibilities entail:

- A. Committee of statewide concern - as an oversight committee, advice is not being given to the district. The committee's function is to review expenditures.
- B. The committee is independent. The members must be free of conflict of interest which why employees and vendors who could benefit economically from district contracts may not serve. As an independent committee, the governing board of the school district may not influence the actions of the committee.
- C. The committee is governed by the Brown Act. The committee may only discuss items on the agenda. All business is conducted in open session. It is a violation of the Brown Act to conduct serial meetings. Committee business can only be conducted with a properly noticed meeting.
- D. Education Code sets forth the following Committee responsibilities:
 1. The duty to review expenditures and to determine that the bond dollars were only extended for purposes set forth in Measure K or Measure G for the renovation, construction, improvement, furnishing and equipping of school facilities and no money was used for salaries or other operating expenses.
 2. Inform the community of the committee's activities and conclusions of the review of the expenditures.
 3. Prepare an annual report which is a summary of the bond expenditures and activities of the committee. The report is presented in person to the governing board of the school district and it is posted on the website.
- E. The execution of the bond program is left to the Board of Education, the Superintendent and the Superintendent Designees. However, members of the oversight committee can and should ask about change orders relative to the bond projects.
- F. Authorized activities include inspecting District facilities and grounds where bond monies have been or will be spent in accordance with access procedures established by the District. The committee also has the right to review deferred maintenance proposals, facility master plans or other facility plans developed by the district to ensure that bond funds are not being used to maintain buildings. The committee is authorized to review efforts made by the District to maximize bond proceeds by implementing cost saving measures.
- G. The Citizens' Bond Oversight Committee must maintain a webpage on the District's website to share the committee's documentation with the public.

VIII. APPROVAL OF ANNUAL REPORT

The Annual Report was distributed via email to all committee members. Having reviewed the report with no concerns raised, a motion was made by Keith Crafton to approve the

report with a second from Brett Lorber. The report was unanimously approved as presented and the motion carried.

IX. UPDATE ON MEASURE K AND MEASURE G PROJECTS

C.J. Knowland presented an update of the District construction projects. The Los Alamitos High School STEM Building exterior enclosure is being finished which involves brick veneer, curtain wall, glazing and paint. Current interior activities are insulation, drywall, paint, ceiling grids, audio-video cabling, fire alarm/data cabling and restroom tile installation. The main electrical switchgear has been installed as well as the rooftop HVAC units. Currently in process are installation of the elevator and construction of the upper section of the grand staircase. The Science Department's request to enlarge the counter space and raise the height of the island casework in the chemistry classrooms has been approved. Site administration requested that the mail/copy room be changed into an administrator's office and that the current temporary mailroom be renovated. Most of the glass has been installed and the windows for the front of the administration area are expected to be installed in the next several weeks. The overhead work in the classrooms is approximately 70-80% complete and they are currently installing the T-bar grid. Tile is being installed in the restrooms and should be complete by the time the committee tours the site.

C.J. reviewed the STEM Building construction schedule and contract expenditures. Overall the project is about 85% complete. In addition to the installation of the elevator, finishes are being completed on all three floors and then the focus will shift to site work which includes concrete, planters and the parking lot. The site work is expected to be completed by June. Classroom furniture has been ordered and is expected to arrive between mid-June and mid-July.

C.J. shared a schematic of the new three-court gymnasium. Based on discussions with high school administration, a weight room was added, five team rooms and an extended corridor. Once the floor plan was finalized, the architect and two other contractors priced out different construction methodologies to determine which option would be the most economical. The methodologies considered were steel/stucco, concrete block and tilt-up concrete. All three estimates were over the project budget; therefore, the following changes were made to reduce costs:

- Reduce the number of team rooms from four to two.
- Eliminate the film room, staff restroom, referee room and second corridor.
- Eliminate the weight room and outdoor fitness areas, but include the foundation infrastructure so it could be added at a later date.
- Eliminate the 12 ft. circulation corridor.

These adjustments brought the estimated total project cost to \$20 million, in line with the budget.

X. FINANCIAL REPORT

Mayra Gonzalez presented the January 31, 2022 Financial Report including the expenditures and current balance for each project. The last invoice for the Weaver playground project was processed after January 31, 2022; therefore, the project is not yet showing as completed. Modifications to the playground projects resulted in a savings of \$50,000 for a total savings of \$2,057,326.

Interest earned from Measures G and K are \$38,958 and \$36,401 respectively. Expenses are currently being incurred for the following projects: Program Management, New Second Gym, Aquatics Center, Multistory Building. Total expenditures as of January 31, 2022 are \$76,083,215.95 with a remaining budget of \$25,296,463.48. The potential expenses for the Aquatics Center are due to pending litigation. C.J. Knowland shared that the contractor and subcontractor resolved their dispute. The District is currently waiting to hear from legal counsel as to the impact to the District.

XI. SELECTION OF 2022-2023 MEETING DATES AND SITE TOUR

The Committee will meet in October, January and March. District staff will send an email to all Committee members with several proposed dates for meetings and a site tour.

XII. COMMITTEE COMMENTS

Lorraine Navarro commended the District staff and Board members for working diligently on managing the various projects.

Janet Murphy thanked the District staff for the efficient sharing of detailed information with the Committee and for taking time to listen to the Committee's concerns.

XIII. PROPOSED FUTURE AGENDA ITEMS FROM COMMITTEE MEMBERS

None.

XV. ADJOURNMENT

A motion to adjourn the meeting was made by Keith Crafton with a second from Brett Lorber. The meeting was adjourned at 8:00 p.m.