

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Citizens' Bond Oversight Committee

January 25, 2023

FINAL MINUTES – Approved March 29, 2023

A meeting of the independent Citizens' Bond Oversight Committee of the Los Alamitos Unified School District was held on Wednesday, January 25, 2023 in the District Office Board Room located at 10293 Bloomfield Street, Los Alamitos, California

I. CALL TO ORDER

The meeting was called to order at 6:31 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

Janet Murphy led the committee and staff members in reciting the Pledge of Allegiance.

III. ATTENDANCE

Members Present

Keith Crafton
Trini Jimenez
Brett Lorber
Janet Murphy
Paurvi Trivedi

Staff Present

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

Members Absent

M. Brady Metcalfe
Lorraine Navarro
Marilynn Poe
Chad Stuart

IV. WELCOME/INTRODUCTIONS

Chair Janet Murphy welcomed the committee members and introduced Brian Ruff from Eide Bailly.

V. APPROVAL OF MINUTES

Trini Jimenez moved to approve the October 12, 2022 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. PRESENTATION OF FINANCIAL AUDIT

Brian Ruff of Eide Bailly presented the Measure K and Measure G 2022 audit reports. Both reports were clean with no adjustments or comments to report. The reports consist of two segments, financial and performance. The financial component had no internal control items to report. The performance side involves testing transactions to ensure that they are in line with election materials that were approved by the voters. For Measure K, 98% of the transactions were tested and no issues were found. For Measure G, the auditors tested 89% of the expenditures with no issues found.

VIII. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

A motion was made by Brett Lorber to elect Keith Crafton as the new chairperson and Paurvi Trivedi as the new vice chairperson. The motion was seconded by Trini Jimenez. The motion carried unanimously.

IX. DRAFT ANNUAL REPORT

Elvia Galicia presented the draft annual report to the committee which will be finalized at the March meeting of the Citizens' Bond Oversight Committee. The final report will be presented to the Board of Education at the April 4th meeting. The report covers expenditures up to June 30, 2022. Committee members were asked to provide feedback and suggestions for edits within the next ten days.

X. CBOC INTERVIEWS

Five committee members' terms will expire in March 2023. Four will continue to serve on the committee for an additional term and one new member has been selected. The Board of Education will approve the selection at the February 7, 2023 Board Meeting.

XI. UPDATE ON MEASURE K AND MEASURE G PROJECTS

C.J. Knowland presented an update of the District's construction projects. Current activities for the LAHS Multistory STEM Building include filing the Notice of Completion, a Memorandum of Understanding with Erickson Hall for the removal of the portable buildings and the mailroom renovations.

The mailroom renovations project was awarded to Keystone Builders for \$124,798. The project consists of removal of several interior walls, new casework, ceiling grid, flooring, paint and fire alarm adjustments. This project is expected to be completed on February 24.

The LAHS Second Gymnasium project is currently in review with the Division of State Architect (DSA). Approval is anticipated by April 2023. Items with long lead items are currently being identified so they may be purchased in advance to avoid potential construction delays. This includes items such as HVAC, roofing materials, electrical switchgear and technology items.

The District is starting to receive proposals for the soft costs associated with the gymnasium project. Soft costs include materials testing, special inspections, and CEQA documents. The District is currently advertising for requests for qualifications for general contractors. The first mandatory job walk was held for a pre-submission conference with the contractors and the final submissions are due on February 15. All contractors will be interviewed and a panel of three to five will be established. That panel will competitively bid against each

other once the plans are approved by DSA. Construction is expected to begin at the end of June and last approximately 18 months.

Now that teachers have moved into the new STEM building, renovation of the older classrooms can be started. Once those are complete, the portable classrooms can be removed or re-purposed. The portable classrooms which make up the 400, 500 and 600 buildings will be removed first with classroom relocations during Presidents Week and removal of the portables occurring during Spring Break. Five of the newer portables will be re-purposed as maintenance storage. The interim housing is also scheduled to be removed this summer.

Classroom renovations will take place over the next two to three years. The 100 building consists of unoccupied former Science classrooms. New finishes will be installed including flooring, ceilings, removal of islands, etc. The renovations will begin with the 100 building. The job walk was held on January 24th and the bids are due on January 31st. Construction is scheduled to start in March 2023. The project is anticipated to take two to three months depending on material lead times.

Design documents are being prepared for the 150 building and teacher input is being gathered. These rooms may be used in the future as science or CTE classrooms. The project for this building is expected to be bid out in February. Renovation of vacant rooms will begin as soon as possible and the occupied rooms in this building will be slated for summer.

The renovation of the 300/400 building will occur over the summer. Two of these classrooms were used as temporary administrative offices during construction of the STEM building. These offices have been converted back to classrooms and are serving as pilot classrooms for the renovation projects. Marker boards and tackwall are currently being installed and should be completed on February 17th. Bidding for this project will most likely take place in March with construction beginning in June.

Additionally, the aging roofs of these buildings need to be replaced and bidding has begun for replacement for these three buildings.

XII. FINANCIAL REPORT

Elvia Galicia shared that there is still \$20 million from Measure G and \$3.4 million from Measure K bonds that have not been issued which will be needed for the Gymnasium project. The District is working with their financial advisor to sell the bonds. Once the cash is available, it will be reflected in the Financial Report.

Mayra Gonzalez presented the October 31, 2022 Financial Report including the expenditures and current balance for each project.

Construction Management Services are allowable expenses for state matching funds under the School Facilities Program. Therefore, \$1.86 million is reflected as a budget modification as \$1.2 million was transferred from Program Management to Construction Management for the Multi-Story and \$587,600 was transferred for the aquatics center.

Current balances as of October 31, 2022 are \$1 million for Program Management, \$19.7 million for the LAHS gymnasium, \$881,843 for the Aquatics Center and \$4.6 million for the STEM building. Retention and expenses for other services, such as inspection services and DSA close-out fees, still need to be paid out on the STEM building. The Classroom Renovation project will be added to the next report as a new project.

Total funding as of October 31, 2022 was \$130.4 million. The District continues to explore ways to leverage state funds to maximize funding and realize savings.

XIII. COMMITTEE COMMENTS

Keith Crafton commended the District on the construction of the STEM building.

XIV. PROPOSED FUTURE AGENDA ITEMS FROM COMMITTEE MEMBERS

C.J. Knowland suggested that the committee have walk-through of the pilot classrooms in the next coming months. District staff we suggest some dates to the Committee.

XV. ADJOURNMENT

The next meeting will be held on March 29, 2023. A motion to adjourn the meeting was made by Keith Crafton with a second from Trini Jimenez. The meeting was adjourned at 7:25 p.m.