

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

Citizens' Bond Oversight Committee

January 24, 2024

FINAL MINUTES – Approved March 27, 2024

A meeting of the independent Citizens' Bond Oversight Committee of the Los Alamitos Unified School District was held on Wednesday, January 24, 2024 in the District Office Board Room at located at 10293 Bloomfield Street, Los Alamitos, California.

I. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Keith Crafton. 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

Christine Coxhill
Keith Crafton
Trini Jimenez
Brett Lorber
Janet Murphy
Lorraine Navarro
Marilyn Poe
Paurvi Trivedi

Staff Present

Elvia Galicia
C.J. Knowland
Mayra Gonzalez
Shoshana Dornblaser
Alan Tsou, Eide Bailly

Members Absent

Chad Stuart

IV. WELCOME/INTRODUCTIONS

Keith Crafton welcomed the committee and District staff.

V. APPROVAL OF MINUTES

Janet Murphy moved to approve the October 11, 2023 meeting minutes with a second from Paurvi Trivedi. The committee unanimously adopted, and the motion was carried.

VI. COMMUNITY/STAFF PARTICIPATION ON NON-AGENDA ITEMS

None.

VII. PRESENTATION OF FINANCIAL AUDIT REPORT

Alan Tsou of Eide Bailly presented the Measure K and Measure G Audit Reports. These reports include a financial statement audit and a performance audit. The audit consists of risk assessments of the internal controls. Both financial statement audits had no adjustments and the firm issued an unmodified opinion on both Measure K and Measure G. There were no findings with respect to the financial statements.

The performance audit involves reviewing the ballot measures that were approved by the voters and expenses are reviewed to ensure that they conform to the approved projects. Procedures are also reviewed such as the bidding process and documentation. For Measure K approximately 74% of the expenditures were reviewed and for Measure G approximately 88% of expenditures were reviewed. The sampling method used is based on materiality and risk assessment. No expenditures were found to be out of compliance with the voter approved projects.

VIII. DRAFT ANNUAL REPORT

The committee reviewed the draft annual report which will be presented to the Board of Education at the April 16, 2024 meeting. The purpose of the report is to inform the Board and the public of the expenditures of bond dollars, the results of the audits and the current status of Measures K and G. Committee members should provide feedback prior to the March CBOC meeting so that the final report can be approved at the next CBOC meeting.

IX. CBOC INTERVIEWS

Three CBOC committee members' terms are expiring in March. District staff are currently soliciting and reviewing applications to fill these positions. The new members will be approved by the Board of Education at the February 13th meeting.

X. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Lorraine Navarro nominated Paurvi Trivedi as Chairperson with a second from Trini Jimenez. Marilyn Poe nominated Lorraine Navarro for Vice Chair with a second from Janet Murphy. Both motions passed unanimously.

XI. UPDATE ON MEASURE K AND MEASURE G PROJECTS

C.J. Knowland presented an update of the District's construction projects. The new LAHS three-court 30,297 square foot gymnasium facility will include a lobby with interior corridors, five team rooms, two sets of gendered restrooms, four gender neutral restrooms, concessions stand and storage area. There is also an add alternate for a 3,065 square foot weight room. The restrooms will be accessible from both inside and outside the building allowing them to service the baseball fields as well as the gymnasium. The weight room will have synthetic turf that will run out the doors into an outdoor workout area.

Portable classrooms, storage containers and the maintenance shed are currently situated on the location of the new gymnasium and will all be relocated or removed. The portable classrooms will be repurposed to be used for storage. A section of the field will be used for contractor staging, job trailers, parking and fire department access. The portables will be relocated to an asphalt area north of the tennis courts. DSA approval is expected in the next week or so.

C.J. reviewed the schedule for the new gymnasium which is an 18-month project slated to begin in January 2024 and complete in July 2025. Bids for the project were received in

November. Four general contractors submitted proposals ranging from \$23.6 million to \$27.5 million with a 10% construction contingency. The forecasted total project cost (construction costs and soft costs) including the weight room ranged from \$27 million to \$31 million. Three contractors were interviewed as one dropped out of the process. Erickson Hall was determined to be the best value for the District.

C.J. shared a map of the Los Alamitos High School campus that showed the various completed and planned stages of construction and renovation of the campus. Classroom renovations scheduled during the summer of 2024 include the 600, 700 and 800 buildings. The project involves new flooring, paint, projectors and A/V integration, whiteboards, removal of wiremold and new clocks/speakers. The art classrooms will have sealed concrete floors which is more durable. The round portion of the 700 building will be reconfigured and the construction team is meeting with the site administrators to plan for optimal use of the space.

High school roofing projects last summer included the 100, 300 and 400 buildings. This summer the 150, 600 and 800 buildings, along with the Performing Arts Center, will have their roofs replaced.

Lorraine Navarro asked about excess funds being used for the PAC improvements. C.J. explained that approximately \$4.5 million of unspent contingency funds from the Multistory Building project were rolled over to the New Gymnasium budget. Matching funds have been received from the State amounting to \$1.9 million from the playground and battery backup projects. The District also expects \$3.2 million in matching funds to be granted for the High School Infrastructure Project. The District also received \$5.2 million from the Arts/Music Block Grant which has been set aside for the PAC improvements. Staff is working with various user groups to determine needs.

XII. FINANCIAL REPORT

Mayra Gonzalez presented the financial report as of October 31, 2023. Measures G and K Bond funds received total \$121,436,368. Other district facility funds total \$8,171,005 for a total of \$129,607,373. Elvia Galicia commented that all Measures G and K bonds have been sold; therefore, any additional revenue will come from interest earned. As of October 31, 2023, interest earned totaled \$224,165.

Mayra reviewed the ongoing projects. Program Management has a budget of \$1,633,540 with additional contracts committed of \$53,464, bond expenditures of \$895,865 and a remaining balance of \$684,211. The new gymnasium has a budget of \$29 million, contracts committed of \$1.1 million and expenditures of \$1.2 million. The STEM building project has a budget of \$67 million with contracts committed at \$150,233, expenditures of \$62.3 million and a remaining balance of \$4.6 million. The classroom renovation project has a budget of \$12 million with contracts committed of \$641,832, other fund expenditures of \$851,000 and bond fund expenditures of \$3.7 million. The current balance for the project is \$6.8 million.

XIII. COMMITTEE COMMENTS

Janet Murphy mentioned that it was a pleasure serving on the committee and work with the District staff. Keith Crafton mentioned that the District has done an outstanding job making the most out of the bond funds resulting in successful projects to serve the students and the community. Trini Jimenez thanked Janet Murphy, Keith Crafton and Brett Lorber for their years of service on the Citizens' Bond Oversight Committee.

XIV. PROPOSED FUTURE AGENDA ITEMS FROM COMMITTEE MEMBERS

None.

XV. ADJOURNMENT

The next meeting will be held on March 27, 2024 at 6:30 p.m. in the District Office Board Room. A motion to adjourn the meeting was made by Brett Lorber with a second from Janet Murphy. The meeting was adjourned at 7:15 p.m.