

Citizens' Oversight Committee Meeting

Tuesday, June 29, 2021 – 5:00 p.m.

HUSD Board Room

621 E. 6th Street

Holtville, CA 92250

1. PRELIMINARY

Call to Order: The Measure “G” Citizen’s Oversight Committee meeting was called to order by Chairperson Chris Stergios at 5:02 p.m. Committee members in attendance at the open of the meeting were: Lucy Hendry, Missy Hernandez, Chris Stergios, and Joan Thornburg. Chris Strahm also arrived to the meeting prior to adjournment. The school district was represented by John-Paul Wells (non-voting representative to the Committee).

2. ADOPTION OF AGENDA

The motion to adopt the agenda was made by Joan Thornburg and seconded by Lucy Hendry. The motion passed unanimously.

3. APPROVAL OF MINUTES

The minutes for the last meeting held (6/24/2020) were presented to the Committee by John-Paul Wells. Joan Thornburg made a motion to accept the minutes as presented, and Lucy Hendry seconded. The motion passed unanimously.

4. INFORMATION/DISCUSSION

Wells provided a PowerPoint Presentation to the Committee that covered the following topics:

- a) Bond Audit Report – Wells covered the independent auditor report for the 2019-20 fiscal year that had been emailed previously to committee members. Wells explained that there were two primary components of bond activity discussed in the audit – 1) the revenues and expenditures related to the \$4 million issuance under Measure G, and 2) the refunding of prior bond issuances under the prior bond Measure E of 2002. In addition, Wells shared that the performance audit of the bond fund showed that the District was in compliance with regard to accounting and expenditure practices, fulfilling Citizen’s Oversight Committee requirements, and that there were no audit findings.
- b) Update on Bond Financials - Wells provided the Committee with financial information for the bond fund through 6/23/21. Wells explained that in the current fiscal year, the beginning balance at 7/1/20 was roughly \$3.0 million, and that revenues were received in the form of the 2nd Measure G issuance of \$4.0 million, and interest revenues of \$20,690. Expenditures for the year totaled \$1,698,354, with an additional \$305,187 in encumbered obligations. This sums to a current balance of Measure G Bond funds of \$5,325,056. Wells explained that he believes the balance at year-end will be higher due to anticipated 4th Quarter interest revenues, as well as unpaid encumbrances. Wells then showed the committee that the District was also contributing non-bond funds to the HMS Gym project to demonstrate HUSD’s commitment to the project and keeping it within the Measure G budget.

- c) Update on HMS Gym Construction – Wells updated the Committee on the status of HMS Gym construction by providing information on the three construction contracts approved by the Governing Board, as well as an update on the construction progress. Wells showed that Bid 1 (Design and Construction of Modular Gym) for \$3,352,746 currently has a balance of \$632,235 to pay, Bid 2 (Concrete Demo and Building Pad) for \$70,832 is 100% complete, and Bid 3 (Site Work) for \$714,943 has a balance of \$442,625 remaining. Wells then relayed the HMS Gym progress update provided by the contractor, Greg Cox of Modus Construction, to the HUSD Board on 6/14/21. According to that report, Modus experienced several supply and labor shortages due to COVID, delaying the project. The new estimated completion date is 8/14/21. Wells then showed progress pictures of the HMS Gym taken Monday, 6/28/21.

OTHER DISCUSSION

Wells asked the Committee if there were any further discussion items. A question was raised as to the other bond project plans. Wells explained that the District's priority list currently includes a cafeteria/multi-purpose room at HHS and that the plan is to seek State approval to utilize stimulus funds to supplement that project if possible. In addition, Wells shared that the District is also looking at a new entrance/drop-off at Finley with a new admin office and parent center/community learning hub. The District plans to pay for the majority of this with stimulus funds, but will use some bond funds to contribute to the new office and entrance to enhance school safety.

5. ADJOURNMENT

The meeting was adjourned at 5:40 p.m.

Citizen's Oversight Committee Meeting

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621 E. 6th Street

Holtville, CA 92250

1. PRELIMINARY

Call to Order

Flag Salute

Roll Call

	Present	Absent
Lucy Hendry	_____	_____
Missy Hernandez	_____	_____
Eric Lyerly	_____	_____
Chris Strahm	_____	_____
Christopher Stergios	_____	_____
Joan Thornburg	_____	_____
Katie Turner	_____	_____

2. ADOPTION OF AGENDA

Approval of agenda as presented for the meeting of June 29, 2021.

Motion _____ Second _____

3. APPROVAL OF MINUTES

Approval of meeting minutes for the meeting of June 24, 2020.

Motion _____ Second _____

4. INFORMATION/DISCUSSION

- a) 2019-20 Bond Audit Report
- b) Update on Bond Account Revenues and Expenditures
- c) Update on HMS Gym Construction

4. ADJOURNMENT



Holtville USD Citizens' Oversight Committee

June 29, 2021

5:00 pm

- Adoption of Agenda
- Approval of Prior Meeting Minutes
- Information/Discussion
 - Bond Audit Report – Year-ended June 30, 2020
 - Update on Bond Financials
 - Balance to Date
 - Account Revenues & Expenditures
 - Update on HMS Gym Construction
 - Status of Contracts
 - Work completed to date
- Adjournment

Agenda

1. **PRELIMINARY**
Call to Order: The Measure “G” Citizen’s Oversight Committee meeting was called to order by Chairperson Chris Stergios at 4:00 p.m. Committee members in attendance were: Chris Stergios, Chris Strahm, Katie Turner, and Joan Thornburg. The school district was represented by John-Paul Wells (non-voting representative to the Committee).
2. **ADOPTION OF AGENDA**
The motion to adopt the agenda was made by Joan Thornburg and seconded by Chris Strahm. The motion passed unanimously.
3. **APPROVAL OF MINUTES**
The agenda for the last meeting held (5/22/2019) was presented to the Committee by John-Paul Wells. Chris Strahm made a motion to accept the minutes as presented, and Katie Turner seconded. The motion passed unanimously.
4. **INFORMATION/DISCUSSION**
Wells provided a PowerPoint Presentation to the Committee that covered the following topics:
 - a) Update on Bond Account Revenues and Expenditures – Wells also provided the Committee with a financial report from the HUSD financial system for the Bond Account that showed beginning balance, interest revenues received, expenditures, encumbrances, and projected ending balance. Wells also notified the Committee about the recent re-financing of earlier bonds from the 2002 election, which has lowered interest rates and is saving Holtville taxpayer dollars.
 - b) Update on Gym Construction – Wells updated the Committee on the status of HMS Gym construction, providing information on the two construction contracts approved by the Governing Board, the remaining bid that has yet to be received for the project, and work completed to date.
5. **OTHER BUSINESS**
Wells discussed the requirement of the Committee to provide a simple, one-page report to the HUSD Board of Trustees, the requirements for which are located in the Committee bylaws, which are posted on the HUSD website under the Citizens’ Oversight Committee page. Wells advised the Chair that in the past, this report was completed by the Chair of the Committee, and that is the hope of the District to receive the report within the next couple months.
6. **ADJOURNMENT**
The meeting was adjourned at 4:27 p.m.

6/24/2020 Meeting Minutes

- Looked at Bond financial transactions 7/1/19-6/30/20
- Discusses 2 components of bond fund activity in 2019-20
 - \$4 million Measure G issuance
 - Approximately \$1.0 million in expenditures
 - Approximately \$3.0 mil balance 6/30/2020
 - \$6 million left in bond authority under Measure G
 - March 2020 Bond Refunding (old bonds)
 - Refund 2012 Issuance under prior bond measure to better interest rate
 - Net Present Value of Savings = \$198,985 interest savings
- Bond Performance portion of audit showed the following were met:
 - Proper accounting procedures
 - COC requirements
 - Appropriate expenditures
 - No audit findings

2019-20 Bond Audit

- Bond Beginning Balance – 7/1/2020
 - \$3,002,720
- Bond Fund Revenues to date
 - \$ 20,690 Interest Revenues (1st – 3rd Quarters)
 - \$4,000,000 Bond Proceeds (2nd Issuance)
- Bond Fund Expenditures
 - \$1,698,354 HMS Gym Expenditures
 - \$ 305,187 HMS Gym Encumbrances
- Current Bond Fund Balance*
 - \$5,325,056

**Actual end fund balance to be determined during 2020-21 closing process.*

Bond Financial Info 6/23/21

- Expenses from Bond Fund
 - \$1,698,354 Gym Construction Contracts
- Expenses from Other District Funds
 - \$303,934 Gym Construction Contracts
 - \$ 10,000 Architect Fees
 - \$ 85,763 Testing and Inspection Expenses
 - \$135,765 Field Lighting Lights/Poles

2020-21 HMS Gym Expenses

- Bid Package 1: Design & Construction of Modular Gym (8,580 sq ft) and Auxiliary Building (1,400 sq ft)
 - Total Contract: \$3,352,746 (ESR Construction)
 - Billed to Date: \$2,720,511
 - Balance: \$632,235
- Bid Package 2: Concrete Demolition & Building Pad Construction
 - Total Contract: \$70,832 (ESR Construction)
 - Billed to Date: \$ 70,832
 - Balance: \$0

Status on HMS Gym Contracts

- Bid Package 3: Site Work & Installation of Low Voltage Systems for HMS Gymnasium
 - Total Contract: \$714,943 (ESR Construction)
 - Billed to Date: \$ 272,318
 - Balance: \$442,625

Status on HMS Gym Contracts

- Board Update (6/14/21) by Greg Cox, Modus Construction
 - Crew and supply shortages due to COVID have caused several delays
 - Gym Flooring start in June
 - Site Concrete pour mid-July
 - Gym Completion Target Date = 8/14/21
 - Field Lighting to be completed after Gym completion

HMS Gym Update



HMS Gym Progress Pics



HMS Gym Progress Pics



HMS Gym Progress Pics



HMS Gym Progress Pics



HMS Gym Progress Pics
