



# **Holtville USD Citizens' Oversight Committee**

**June 16, 2022**

**5:00 pm**

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- Adoption of Agenda
- Approval of Prior Meeting Minutes
- Information/Discussion
  - Bond Audit Report – Year-ended June 30, 2021
  - Update on Bond Financials
    - Balance to Date
    - Account Revenues & Expenditures
  - Update on HUSD Construction
    - Status of Gym Contracts
    - Work completed to date
    - Future Plans
- Adjournment

# Agenda

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## Citizens' Oversight Committee Meeting

Tuesday, June 29, 2021 – 5:00 p.m.

HUSD Board Room

621 E. 6<sup>th</sup> 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 2<sup>nd</sup> 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 4<sup>th</sup> 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.

# 6/29/2021 Meeting Minutes

- 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.

- Looked at Bond financial transactions 7/1/20-6/30/21
- Discusses bond fund activity in 2020-21
  - \$4 million Measure G issuance (2<sup>nd</sup> Issuance)
    - Approximately \$1.69 million in expenditures
    - Approximately \$5.38 mil balance 6/30/2021 (cash/AR bal)
    - \$2 million left in bond authority under Measure G
- Bond Performance portion of audit showed the following were met:
  - Proper accounting procedures
  - COC requirements
  - Appropriate expenditures
  - No audit findings

## **2020-21 Bond Audit**

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- Bond Beginning Balance – 7/1/2021
  - \$5,378,563
- Bond Fund Revenues to date
  - \$ 26,032 Interest Revenues (1<sup>st</sup> – 3<sup>rd</sup> Quarters)
  - \$-41,899 FMV Adj (PY Activity - GASB Requirement)
  - \$ 4,739 COI Bank Refund from Bond Issuance
- Bond Fund Expenditures
  - \$746,940 HMS Gym Expenditures
  - \$327,920 HMS Gym Encumbrances
  - \$ 6,978 Finley Planning Expenditures
  - \$148,000 Pine Improvements Encumbrance
- Current Bond Fund Balance\*
  - \$4,137,597

*\*Actual end fund balance to be determined during 2021-22 closing process.*

## **Bond Financial Info 6/16/22**

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- 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: \$3,117,336
  - Balance: \$235,410
- 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**

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- Bid Package 3: Site Work & Installation of Low Voltage Systems for HMS Gymnasium
  - Total Contract: \$714,943 (ESR Construction)
  - Billed to Date: \$622,433
  - Balance: \$92,510

## **Status on HMS Gym Contracts**

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- Current Construction
  - HMS Gym Construction nearly 100% complete
- Future Bond Construction
  - Finley Admin/Community Learning Hub/New Entrance
    - Funded partially by Bond, partially by COVID funds
    - Bond funds spent in 2021-22:
      - Architect Fees \$4,850
      - Topographic Survey \$2,128
  - Pine Concrete Project
  - HHS Multipurpose Center

# HUSD Construction Update

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# **HMS Gym Progress Pics**

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# HMS Gym Progress Pics

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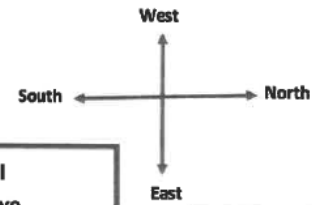
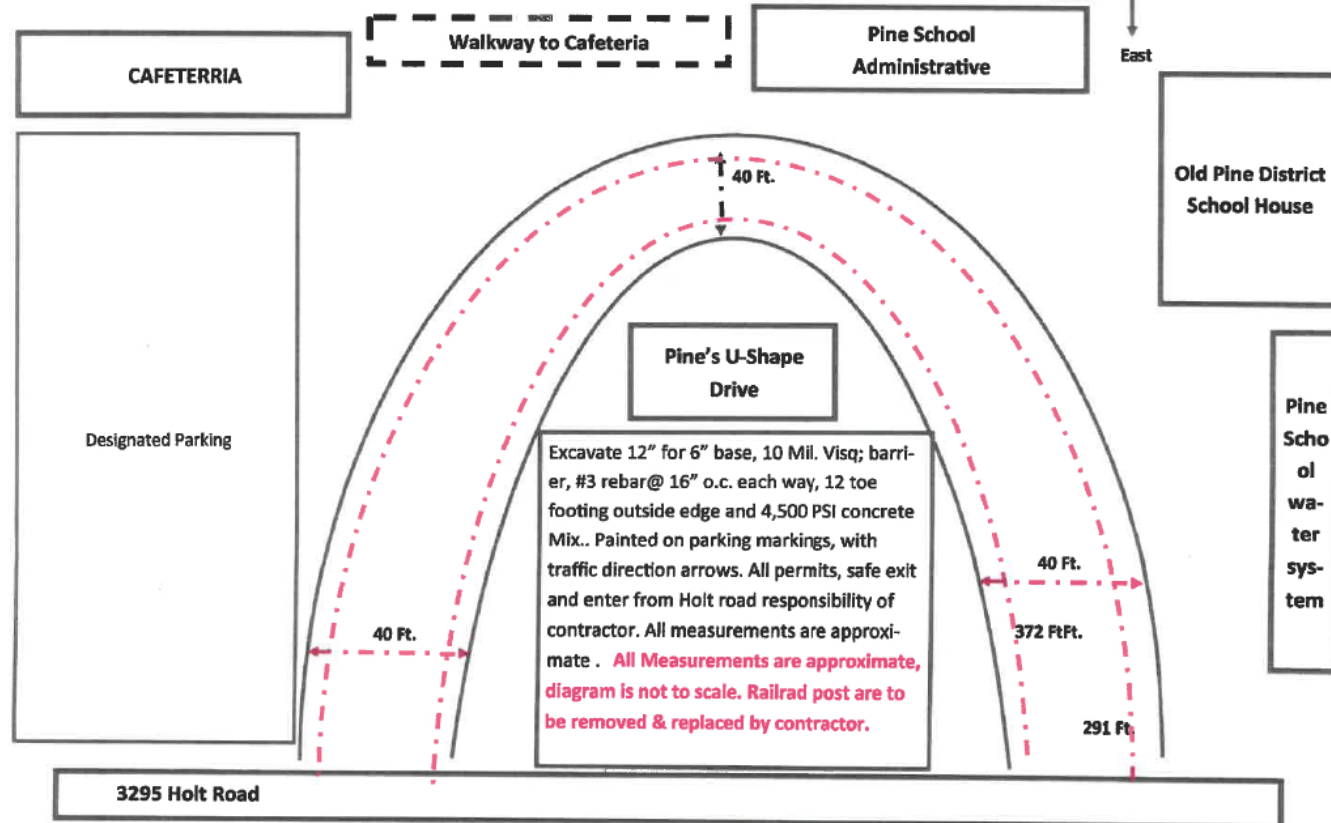
Map Provided showing

Pine Elementary School U-Shape Driveway

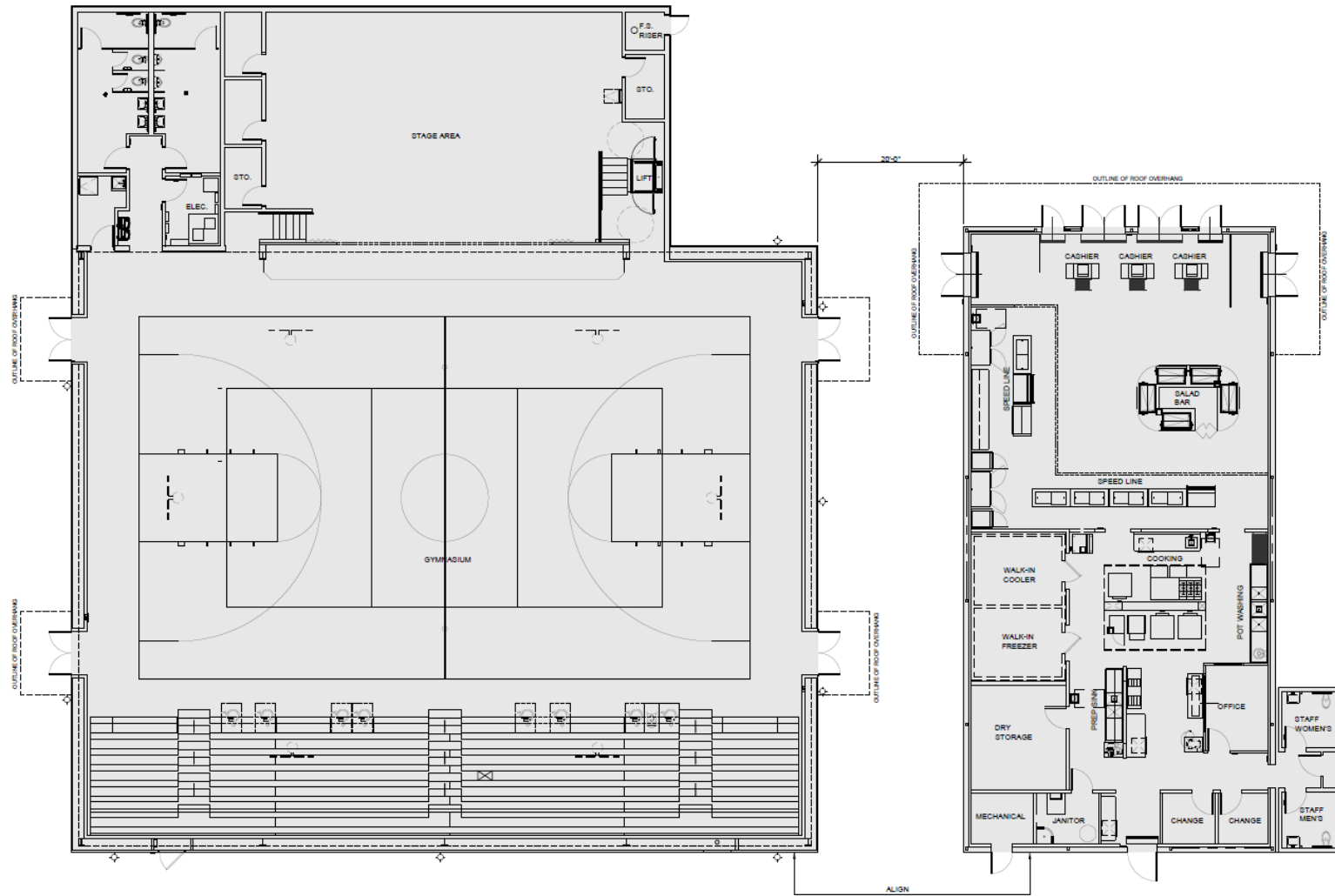
## Pine School Circle Drive

3295 Holt Road, Holtville, CA 92250

2021—2022 School Year



# Pine Construction Plans



# HHS Construction Plans