



Holtville USD Citizens' Oversight Committee

June 26, 2025

5:00 pm

- Adoption of Agenda
- Approval of Prior Meeting Minutes
- Action/Discussion
 - Bond Audit Report – Year-ended June 30, 2024
 - Update on Bond Financials
 - Balance to Date
 - Update on HUSD Construction
 - Current Project List
 - Current Contracts
 - COC Term/By-Laws
 - Questions/Concerns
- Adjournment

Agenda

Citizens' Oversight Committee Meeting

Tuesday, June 18, 2024 – 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 at 5:00 p.m. Committee members in attendance at the open of the meeting were: Chris Stergios, Eric Lyerly, Chris Strahm, and Joanie Thornburg. The school district was represented by John-Paul Wells and Diana Estrada.

2. ADOPTION OF AGENDA

The motion to adopt the agenda was made by Eric Lyerly and seconded by Chris Strahm. The motion passed unanimously.

3. APPROVAL OF MINUTES

The minutes for the last meeting held (6/14/2023) were presented to the Committee by John-Paul Wells. Chris Strahm made a motion to accept the minutes as presented, and Eric Lyerly seconded. The motion passed unanimously.

4. INFORMATION/DISCUSSION

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

- a) 2022-23 Bond Audit: Wells covered the independent auditor report for the 2022-23 fiscal year. Wells explained that the audit covered financial transactions between 7/1/2022 and 6/30/2023. He explained that the financial activity in the audit included \$1,414,390 in expenditures and showed a \$5.294 million end balance on 6/30/2023, and that all \$10 million in bonds under Measure G have been issued. Wells also covered the performance section of the audit, which found that HUSD utilized proper accounting procedures, adhered to COC requirements, spent funds appropriately on Measure G projects, and did not have contain any audit findings.

- b) Update on Bond Account Financials:

- a. **Balance as of 6/17/2024**: Wells provided the Committee with updated financial information and explained that in the current fiscal year, the beginning balance at 7/1/23 was \$5,231,217, and that revenues were received in the form of interest revenues of \$115,657 and a GASB-required adjustment of \$153,815 due to the FMV calculation of cash held at the County. Expenditures and encumbrances for the year were estimated at \$2,023,319 total for several projects, including the Finley Admin/Entrance, Fire Alarm Replacement, Fencing/Security, and HHS Kitchen/Dining/Multipurpose. The activity totaled to an estimated year-end balance of Measure G Bond funds of \$3,477,371 at 6/30/2024.

- c) Update on HUSD Construction:

- a. **Contracted Bond Projects**: Wells updated the Committee on the status of all current Measure G project contracts as of the date of the meeting:

The Finley Admin/Entrance and drop-off project has 3 contracts outstanding – 1) architectural and engineering planning (Allegro - \$43,645 outstanding on the contract), 2) the modular building to be placed (Enviroplex - \$10,339 outstanding), and 3) in-plant inspection (North American Tech - \$2,000 outstanding).

The District-wide Fire Alarm project has 3 contracts outstanding – 1) architectural and engineering planning (Allegro - \$40,940 outstanding on the contract), 2) removal and replacement of fire alarm system (Pyro-Comm - \$713,823 outstanding), and 3) on-site inspection (Precision Inspection (\$1,324 outstanding).

The Fencing/Security Project currently has 2 contracts outstanding – 1) architectural and engineering planning (Allegro - \$24,568 outstanding on the contract), 2) fencing and entrance systems security upgrades (ESR - \$236,003 outstanding).

The HHS Kitchen/Dining/Gym/Multipurpose Project currently has the f- 1) architectural and engineering planning (Finney Architects- \$110,000 outstanding on the contract) and 2) building contracts in-process (ESR).

- d) Questions/Concerns:

Wells asked the Committee if there were any questions or concerns regarding the projects.

5. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

Prior Meeting Minutes

- Looked at Bond Fund transactions 7/1/23-6/30/24
 - \$264,352 in revenues
 - \$888,840 in expenditures
 - \$4.62 mil balance as of 6/30/2024 (includes FMV and District COP activity accounting entries)
- Bond Performance portion of audit showed the following were met:
 - Proper accounting procedures
 - COC requirements
 - Appropriate expenditures
 - No audit findings

2023-24 Bond Audit

- Bond Beginning Balance – 7/1/2024
 - \$4,598,320
- Bond Fund Revenues to date
 - \$ 119,393 Interest Revenues (1st – 3rd Quarters)
 - -\$ 75,014 FMV Adj (PY Activity - GASB Requirement)
- Bond Fund Expenditures
 - -\$ 28,070 Finley Admin/Entrance bond credit (reimb from other funds)
 - \$ 6,326 Finley Admin/Entrance Encumbrances
 - \$ 398,249 Fire Alarm Replacement (All sites) Expenditures
 - \$ 406,767 Fire Alarm Replacement (All sites) Encumbrances
 - \$ 222,427 HHS Kitchen/Dining/Gym Project Expenditures
 - \$ 79,786 HHS Kitchen/Dining/Gym Project Encumbrances
- Current Bond Fund Balance*
 - \$3,557,215

**Actual end fund balance to be determined during 2024-25 closing process.*

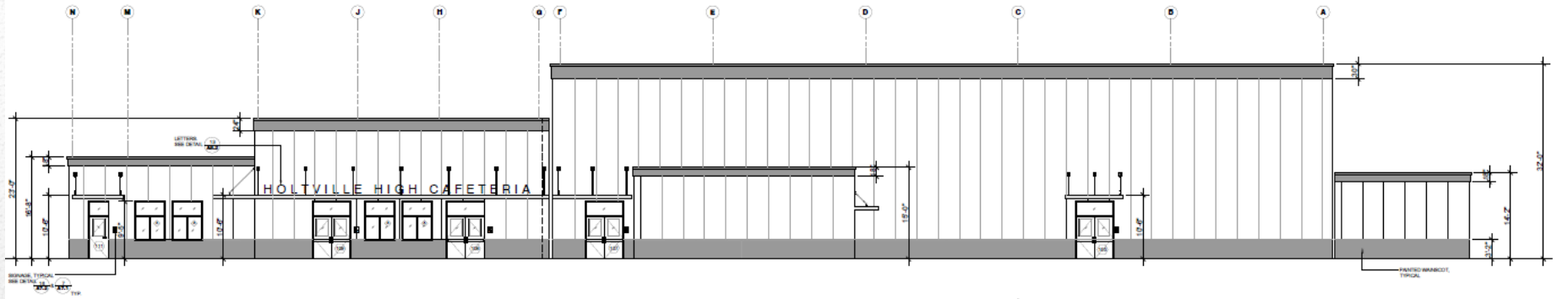
Financial Info as of 6/22/2025

- Finley Admin/Entrance Current Bond-Funded Contracts:
 - Allegro Arch/Eng: \$78,520 (\$17,349 outstanding, \$6,326 bond share)
- District-wide Fire Alarm Project Current Bond-Funded Contracts:
 - Allegro Arch/Eng: \$116,972 (\$17,546 outstanding)
 - Pyro-Comm Systems: \$923,090 (\$389,221 outstanding)
- HHS Kitchen/Dining/Gym Current Bond-Funded Contracts:
 - Finney Architects: \$294,500 (\$97,748 outstanding)
 - ESR Construction: \$8.67 mil (\$6.44 mil outstanding)
 - Estimate that around \$3.5 mil in bond funds will go to this project with remaining cost from other District funds

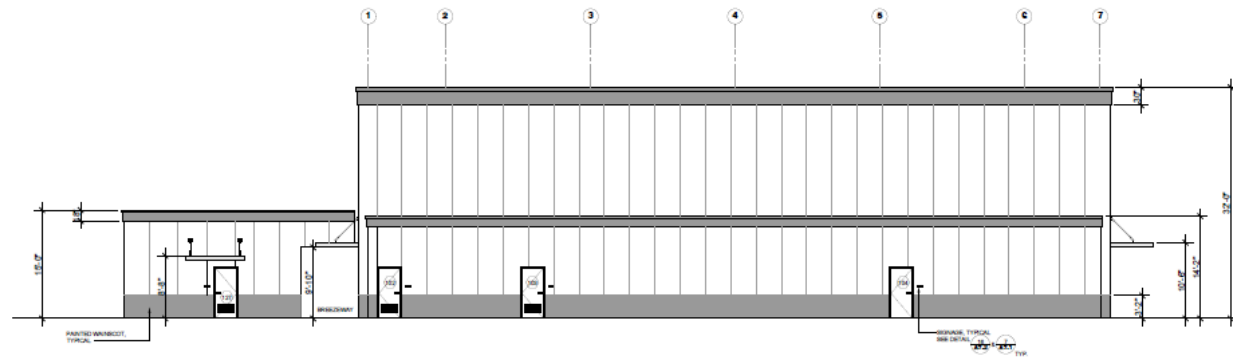
Contracted Bond Projects



Approved Architectural plans



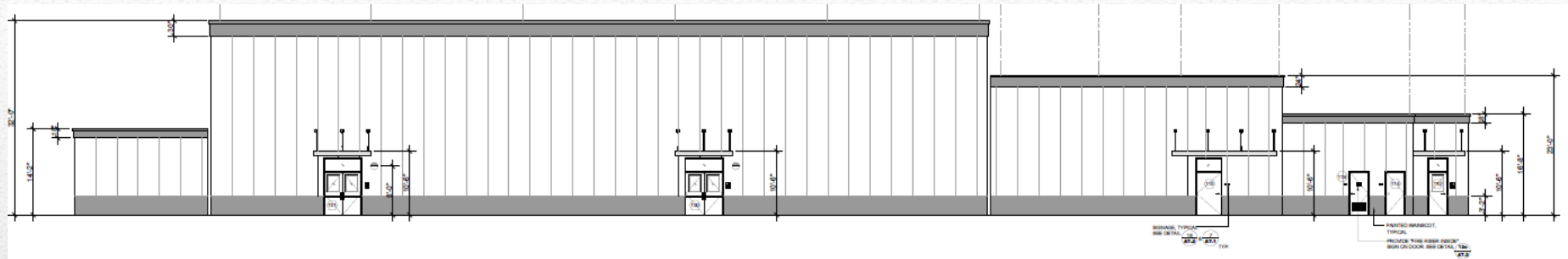
5 | NORTH ELEVATION
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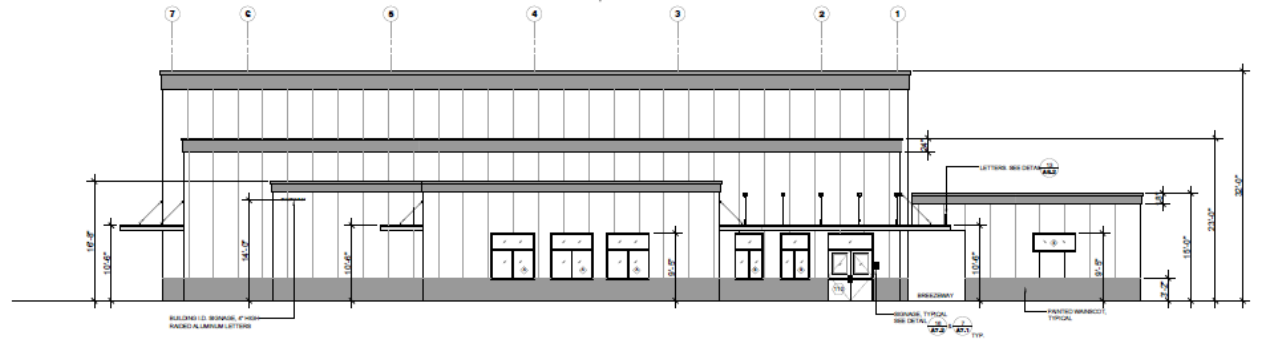
6 | WEST ELEVATION
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HHS Multipurpose

Approved Architectural plans



7 | SOUTH ELEVATION
SCALE: 1/8"=1'-0"



8 | EAST ELEVATION
SCALE: 1/8"=1'-0"

HHS Multipurpose

Approved Architectural plans