Pacifica School District

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Preparing Students for an Evolving World

www.pacificasd.org

MEMORANDUM

Administrative Services

Meeting of 02/12/2025

TO: Dr. Darnise Williams, Superintendent
For Board of Trustees

FROM: DeWayne Davis, Chief Business Official

SUBJECT: Bond Oversight Committee Annual Report
(Information)

The state law requires that Pacifica School District Board of Trustees appoint an Independent Citizen's Oversight Committee. In the fall of 2018, the Pacifica Board of Trustees began appointing committee members. The composition of the committee shall consist of at least seven members:

- One member "active in a business organization"
- One member "active in a senior citizens' organization"
- One member "active in a bona fide taxpayers' organization"
- For a school district, one member shall be a parent or guardian of an enrolled child;
- If the specially reserved seats cannot be filled by volunteers, they remain vacant until a qualifying volunteer is found, but count toward the seven members
- No employees or officials of the district; no vendors, contractors or consultants for the district

Current members of the committee are:

Dennis Shillingburg – Business organization
Betsy Landrum – Sunset Ridge Elementary School
Amy Swanson, Vallemar School
Jesse Levin – Cabrillo School
Chelssee De Barra – Ingrid B Lacy Middle School
Seat Vacant – Ocean Shore School
Mary Treanor – Ortega School

District Representatives:

Dr. Darnise Williams, Superintendent
DeWayne Davis Chief Business Official
Sisi Meng, Bond Project Manager

Mary Treanor will present the committee report.

Pacifica School District Independent Citizen's Oversight Committee Report – February 12, 2025

The Independent Bond Citizen's Oversight Committee has been charged with:

- Informing the public concerning the District's expenditures of Measure O bond proceeds
- Reviewing expenditure reports produced by the District to ensure that Measure O bond proceeds were expended only for the purpose set forth in Measure O; and
- Present to the Board in public session, an annual written report outlining their activities and conclusions regarding the expenditure of Measure O bond proceeds.

The Independent Bond Citizen's Oversight Committee met on January 15, 2025 and determined that the expenditures of the Measure O Bond have been spent in accordance with the Bond Language.

Measure O Summary:
"To repair and improve local elementary schools including, student safety/campus security, fixing aging/leaking roofs; upgrading classrooms, labs/computer systems to support programs in science/math, technology, English, arts; acquiring and constructing school facilities, shall Pacifica School District issue $55,000,000 in bonds at legal rates, raising an estimated $3,450,000 annually for approximately 33 years at projected rates of three cents per $100 of assessed valuation, with citizens' oversight and all funds staying local."

The report of the Pacifica School District Independent Citizen's Oversight Committee Report is based on the progress update presentation made on January 15, 2025 by Sisi Meng, Bond Project Manager presented the bond projects with bid costs, budget, progress updates, and pictures.[1] Below is a summary of projects reviewed during the presentation:

Construction Projects Undertaken During 2024 and Completed

- School fencing – Ortega
- Multi-Purpose Room dry rot repair – Sunset Ridge
- Kitchen enlargement and miscellaneous other improvements – Sunset Ridge
- Outdoor improvement – District Office
- Lockset replacement to district keying standard – Ocean Shore
- Student desk and chair replacement – Vallemar, IBL, Cabrillo, Ortega
- Turf storage container – Ortega
- Pedestrian path along Lerida Way - Ortega
- Vallemar School: new fence & related walkway, synthetic turf, safety walkway
- New Intercom System at 6 Sites: Sunset Ridge, Ocean Shore, IBL, Vallemar, Cabrillo & Ortega
- Lockset Replacement & District Keying Standard at 4 Sites: Sunset Ridge, Vallemar, Ortega & Cabrillo

Construction Projects Started in Summer 2024 and Now In Progress

- New synthetic sports field and outdoor improvement – Ortega
- Library extension and canopy replacement – Sunset Ridge
- D Wing Addition – Ocean Shore

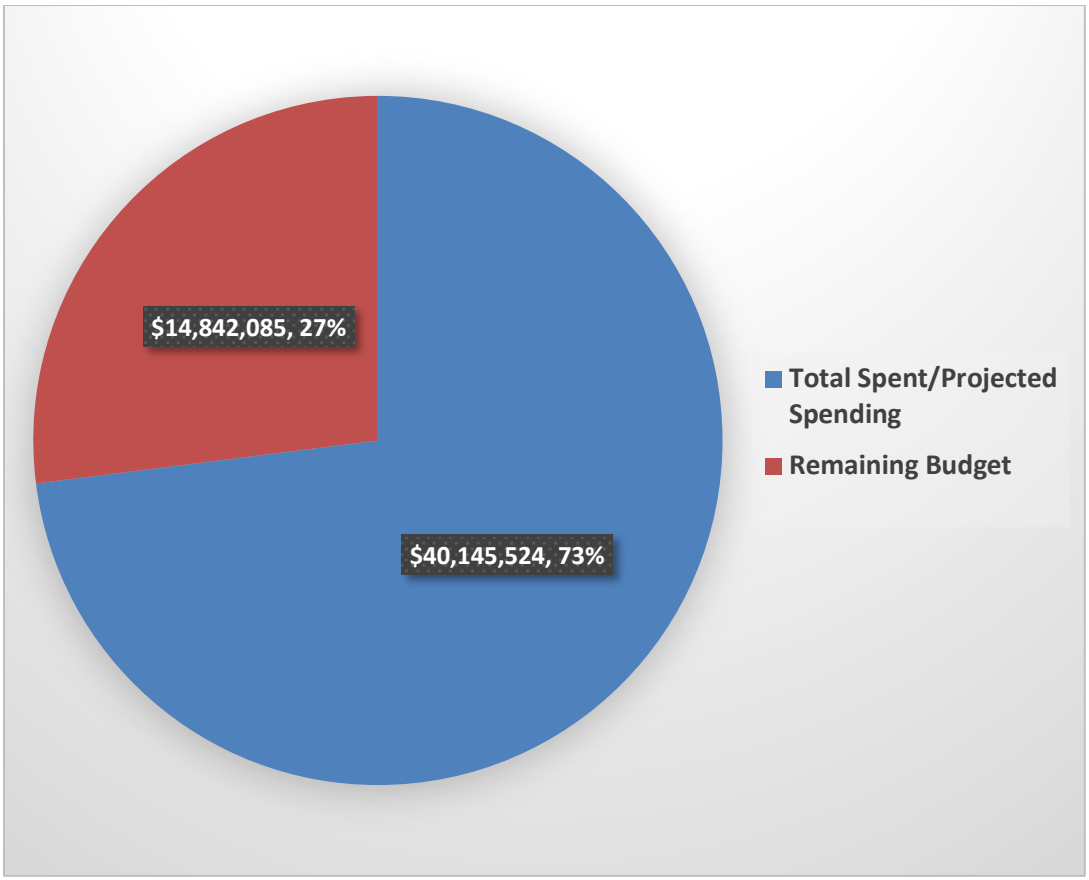
Projects Under Contract Waiting for Materials

- New door intercom system – District Office
- Lockset replacement and new keying system – District Office

[1] The full presentation is available on the PSD web site at https://simbli.eboardsolutions.com/SB_Meetings/ViewMeeting.aspx?S=36030354&MID=36184

A summary of the expenditures to date across key project categories was provided in the presentation that provides a clear overview of both spending/projected spending and remaining budget amounts. The simple chart in Exhibit 1 provides a basic overview of current/projected spending and remaining budget both in total and as a percentage of the full value of the bond. To date, 73% of the bond money has been spent or committed to projects, while 27% remains.

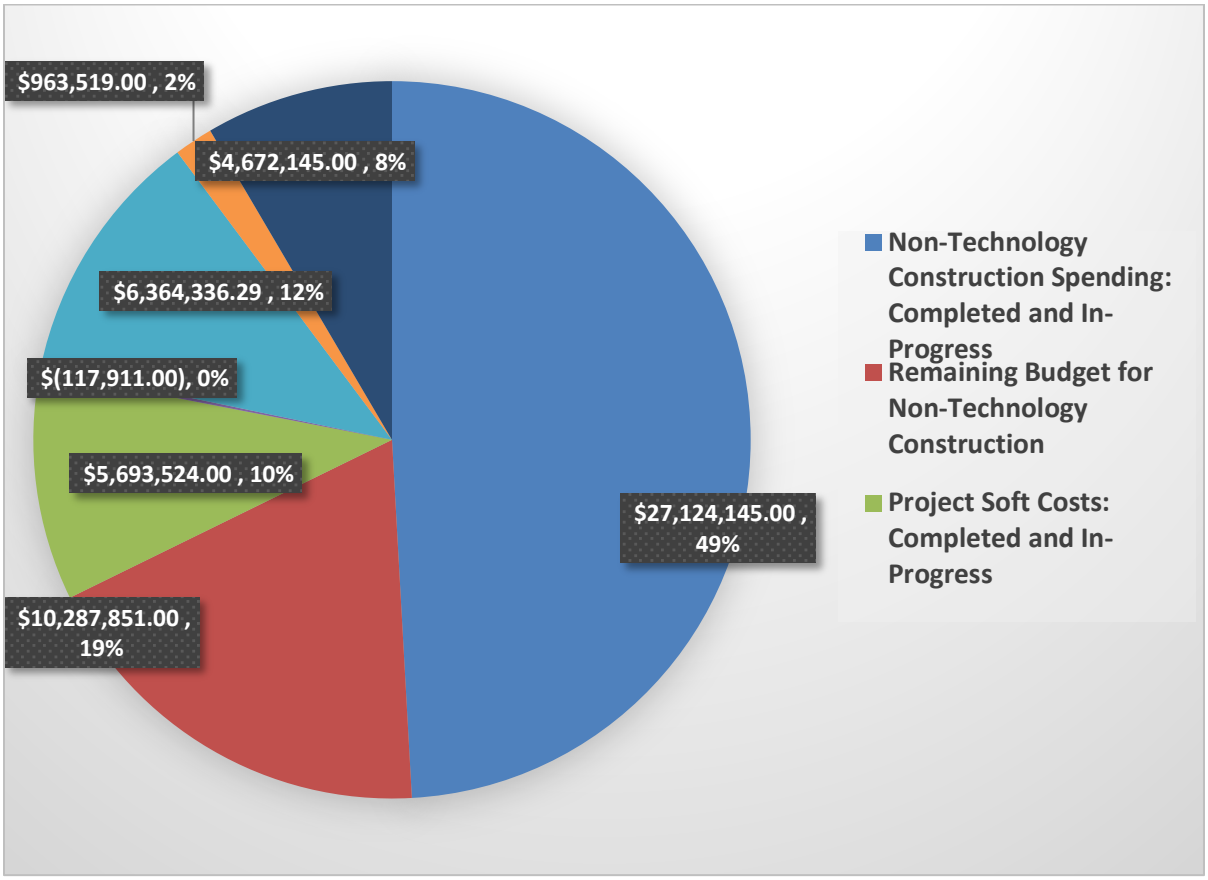
Exhibit 1 – Total Value of Bond Broken Out by Bond Spending and Remaining Budget



Source: Chart derived from information in Pacifica School District Measure O update provided to District Independent Citizen's Bond Oversight Committee on January 15, 2025, available at https://simbli.eboardsolutions.com/SB_Meetings/ViewMeeting.aspx?S=36030354&MID=36184 (slide 30).

Exhibit 2 provides a more detailed picture of project spending versus remaining budget and is summarized as follows. Out of the total budget of $37,411,996 devoted to *construction that is not technology related*, $27,124,145 (73%) has been spent on projects that have either been completed or are currently in progress, leaving a remaining balance of $10,287,851 (27%). Out of the total budget amount of $5,575,614 for covering *"soft" costs* (i.e., costs devoted to project design and administrative management of bond spending), a total of $5,693,524 (102%) has been committed to projects that are either complete or in progress, leaving a balance of $(117,911) (-2.1%). Finally, out of the total $12,000,000 budget planned for *technology*, $6,364,336 (53%) has been spent on completed project work with $963,519 (8%) projected spending at time of the meeting and thus a remaining balance of $4,672,145 (39%) was recorded. Aggregating these figures across the key project categories shows that the majority of bond dollars (68%) are accounted for by non-technology construction projects. An additional 22% of the total bond value is devoted to technology, while the remaining 10% is associated with covering soft costs.

Exhibit 2 – Total Value of Bond Broken Out by Spending and Remaining Budget Across Key Project Categories (Non-Technology Construction, Soft Costs and Technology)



Source: Chart derived from information in Pacifica School District Measure O update provided to District Independent Citizen's Bond Oversight Committee on January 15, 2025, available at https://simbli.eboardsolutions.com/SB_Meetings/ViewMeeting.aspx?S=36030354&MID=36184 (slide 30).

Conclusion

Our review of the expenditure reports provided by the District confirms that that the bond proceeds have been spent in accordance with the purposes set forth in Measure O listed above. Furthermore, we thank the district representatives for serving as responsible stewards of the Measure O funding and their tireless effort in ensuring these public dollars are spent wisely in order to provide the best possible educational experience for our students.