

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING

El Rancho Unified School District

Meeting of the Measure "EE" Citizens' Bond Oversight Committee 6:00 p.m.

District Technology Room
9333 Loch Lomond Drive
Pico Rivera, CA 90660

October 1, 2014

MINUTES

1. **CALL TO ORDER**

The meeting was called to order by Esther Mejia at 6:00 p.m.

ROLL CALL – Members of the Citizens' Bond Oversight Committee

Esther Mejia, Chairperson
Dr. Teresa Merino, Vice Chairperson
John Chavez, Member
Vincent Chavez, Member (excused)
Javier Pacheco, Member
Suzanne Rodarte, Member
Dr. Linda Vargas, Member

DISTRICT ADMINISTRATION

Martin Galindo, Superintendent (excused)
Ruben P. Frutos, Assistant Superintendent Business Services
Carlos Jimenez, Director of Maintenance and Operations

2. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Ms. Mejia.

Visitors – Register No. 4-2014/2015

3. **ADOPTION OF AGENDA**

Recommendation is made that the agenda be adopted as submitted.

Motion: J. Chavez Second: T. Merino Vote: 6-0 PASSED

Vote: J. Chavez: Yes
 V. Chavez: Not Present
 T. Merino: Yes

J. Pacheco: Yes
 S. Rodarte: Yes
 L. Vargas: Yes
 E. Mejia: Yes

4. **PUBLIC COMMENTS**

Members of the public have an opportunity to address the committee.

None.

5. **ADOPTION OF MINUTES**

Recommendation is made that the minutes of September 3, 2014 be adopted as submitted.

Motion: J. Chavez Second: L. Vargas Vote: 6-0 PASSED

Vote: J. Chavez: Yes
 V. Chavez: Not Present
 T. Merino: Yes
 J. Pacheco: Yes
 S. Rodarte: Yes
 L. Vargas: Yes
 E. Mejia: Yes

6. **NEW BUSINESS – ACTION ITEMS**

None

7. **DISCUSSION ITEMS**

7.1 **Report on Activities** – E. Mejia

Ms. Mejia attended the Facilities Master Plan Community Meeting on September 23, 2014 at the Steam Academy at Burke; HPLE staff walked around talking to parents and answering questions. Mr. Ortiz shared that 30-60 completed surveys were collected at the Back to School Nights. Ms. Mejia commended Mr. Galindo and the District for their effort in publicizing the meetings; they used social media, the website, school marquees, the Pico Rivera Profile and tele-parent.

7.2 **Bond Expenditures Update** – R. Frutos

Trial Balance Financial Report as of August 31, 2014: Measure A balance is \$11,286,276 and Measure EE balance is \$2,753,484 which reflects a refund from the credit rating agencies.

Bond Measure A expenditures for August 2014 totaled \$250.00 and Bond Measure EE expenditures for August 2014 totaled \$53,420.00.

In response to previous committee questions Mr. Frutos provided the following information: (1) An article from the State Board of Equalization on Sales Tax Rates and a list of Sales and Use Tax Rates by County and City. The District will continue to track quarterly tax adjustments to the Board of Equalization. (2) The complete District audit will begin Mid-

October and (3) Project based reports; beginning with our next project we will develop a spreadsheet with the ability to track milestones/progress payments with our account standard code similar to the sample from the community college.

Ms. Mejia shared that the critical questions and answers were uploaded on the District website. In reference to Critical Question #2; Ms. Mejia asked that the date of when the State no longer provided Deferred Maintenance funds be added to the answer and requested a copy of the Deferred Maintenance Plan submitted to the State.

Ms. Mejia asked if the District was seeking grants such as those listed on the DGS website (financial hardship program, joint use grant, etc.). Mr. Frutos responded that although the District has retained a grant writing company and the District has obtained grants for technology and educational programs, due to declining enrollment the District may not be eligible for facility grants but will continue to pursue.

7.3 **Bond Projects Update** – *C. Jimenez, R. Frutos*

Carlos Jimenez reported that the plan submittals for the Locker Room/Pool and Culinary Arts Projects are still under review at DSA; plans have been under review since June.

Mr. Frutos reported that the District is working on (1) improving technology services and (2) a phase out plan. As a result of the new network failing twice, the District shall retain the services of a consultant to access our current technology and conduct a technology audit. After the network is stable internal staff will be trained to manage the server.

Ms. Mejia asked about the timeline presented by DRG at a previous committee meeting and whether those items were completed.

Mr. Frutos shared two ideas for committee identification for use on site and/or project visits. (1) District made identification cards (minimal cost) (2) Outside purchase which would cost anywhere from \$13-\$15 each and 7 for \$65.00.

8. **ADJOURNMENT**

The meeting was adjourned at 6:26 p.m.

Motion: S. Rodarte Second: J. Pacheco Vote: 6-0 PASSED

Vote: J. Chavez: Yes
 V. Chavez: Not Present
 T. Merino: Yes
 J. Pacheco: Yes
 S. Rodarte: Yes
 L. Vargas: Yes
 E. Mejia: Yes