

# CITIZENS' BOND OVERSIGHT COMMITTEE MEETING

## El Rancho Unified School District

6:00 p.m.

Special Education Conference Room  
(Corner of Loch Lomond/Citronell)  
9333 Loch Lomond Drive  
Pico Rivera, CA 90660

September 7, 2016

### MINUTES

1. **CALL TO ORDER**

The meeting was called to order by Esther Mejia, Chairperson at 6:03 p.m.

***ROLL CALL*** – Members of the Citizens' Bond Oversight Committee

Esther Mejia, Chairperson  
John Chavez, Vice Chairperson  
Carolyn Castillo, Member  
Vincent Chavez, Member  
Suzanne Rodarte, Member

**DISTRICT ADMINISTRATION**

Martin Galindo, Superintendent  
Manoj Roychowdhury, Assistant Superintendent Business Services  
Carlos Jimenez, Director of Maintenance and Operations

2. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Vincent Chavez.

*Visitors* – Register No. 2-2016/2017

3. **ADOPTION OF AGENDA**

*Recommendation is made that the agenda be adopted as submitted.*

Motion: J. Chavez    Second:    S. Rodarte    Vote: 5-0    PASSED

Vote:    C. Castillo:    Yes  
          J. Chavez:    Yes  
          V. Chavez:    Yes  
          S. Rodarte:    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 the Regular CBOC Meeting held on May 4, 2016, be approved as presented.

Motion: J. Chavez    Second:    V. Chavez    Vote: 4-0    PASSED

Vote:    C. Castillo:    Yes  
           J. Chavez:    Yes  
           V. Chavez:    Yes  
           S. Rodarte:    Abstain  
           E. Mejia:     Yes

Recommendation is made that the minutes of the Special CBOC Meeting held on May 13, 2016, be approved as presented.

Motion: J. Chavez    Second:    V. Chavez    Vote: 4-0    PASSED

Vote:    C. Castillo:    Yes  
           J. Chavez:    Yes  
           V. Chavez:    Yes  
           S. Rodarte:    Abstain  
           E. Mejia:     Yes

Recommendation is made that the minutes of the Special CBOC Meeting held on May 20, 2016 be approved as presented.

Motion: J. Chavez    Second:    V. Chavez    Vote: 4-0    PASSED

Vote:    C. Castillo:    Yes  
           J. Chavez:    Yes  
           V. Chavez:    Yes  
           S. Rodarte:    Abstain  
           E. Mejia:     Yes

Recommendation is made that the minutes of the Special CBOC Meeting held on May 27, 2016 be approved as ~~presented~~ ***corrected (minutes will reflect that although there was no quorum the committee members in attendance proceeded with the site visit).***

Motion: J. Chavez    Second:    V. Chavez    Vote: 4-0    PASSED

Vote:    C. Castillo:    Yes  
           J. Chavez:    Yes  
           V. Chavez:    Yes  
           S. Rodarte:    Abstain  
           E. Mejia:     Yes

6. **INFORMATION ITEMS**

None.

7. **DISCUSSION ITEMS**

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

On June 24, 2016 Ms. Mejia attended the special board meeting; items of interest included a presentation of the parcel tax/bond survey and a presentation of the bond possibility.

On August 2, 2016 Ms. Mejia attended the regular board meeting; items of interest included the resolution ordering an election on 11/8/2016 and authorizing the issuance of school bonds and the resolution calling for an election on 11/8/2016 for a school parcel tax; both items were pulled.

On August 5, 2016 Ms. Mejia attended the special board meeting; items of interest included the resolution ordering an election on 11/8/2016 and authorizing the issuance of school bonds and the resolution calling for an election on 11/8/2016 for a school parcel tax; both items were approved by the Board.

On August 23, 2016 Ms. Mejia, Ms. Castillo and Ms. Rodarte attended the Magee Academy of the Arts and Sciences Innovation Lab groundbreaking ceremony.

On August 25, 2016 Ms. Mejia attended the Valencia Academy of the Arts ribbon cutting.

Ms. Rodarte attended the Birney Tech Academy Innovation Lab groundbreaking ceremony.

Items of interest from the September 6, 2016 board meeting included:

Item 15.E.7 – A resolution to refund Measure A and EE bonds. Mr. Galindo explained that refunding was similar to refinancing and the goal is to reduce the interest rates/fees which could save approximately \$2 million for the community over the life of the bonds.

Item 15.E.9 – Restated and amended CBOC bylaws were approved.

Item 15.E.11 – Measure A and EE audit report was approved; Nigro & Nigro provided an audit presentation to the Board.

Item 15.E.5 – Change order and final payment/ERHS gymnasium painting project; project was approved as a bond project by the Board of Education in May 2016. Mr. Galindo added that this project was funded with the savings (from the HVAC project) noted on the facilities funding plan. The El Rancho HS painting project (Buildings A, B, C & Library) was funded with the remaining bond fund savings along with developer fees.

7.2 **Bond Expenditures Update** – *M. Roychowdhury*

Trial Balance (2015-2016 Unaudited Actuals-Bond Fund 21): a combined balance for Measure A and Measure EE is \$12,494,377.23. Questions included: what is the settlement listed on the Bond Fund object list and is it possible to include the object codes on the expenditure reports?

Bond Measure A expenditures for April 2016 totaled \$100,986.28; Bond Measure EE expenditures for April 2016 totaled \$25,184.06.

Bond Measure A expenditures for May 2016 totaled \$119,960.81; Bond Measure EE expenditures for May 2016 totaled \$24,987.22.

Bond Measure A expenditures for June 2016 totaled \$169,044.27; Bond Measure EE expenditures for June 2016 totaled \$42,378.74.

- 7.3 **Bond Projects Update (FMP-Board Approved Projects)** – *C. Jimenez/J. Ortiz*  
Mr. Ortiz provided a power point presentation “*Measure A and Measure EE Progress Update*” which included the Valencia Academy of the Arts Traffic Mitigation Project, the North Park Academy of the Arts Music Building and the Innovation and Science Labs project. Handouts included a copy of the presentation, HPLE rating system w/performance levels and rating system worksheet.
- 7.4 **2013-14 Critical Questions/Recommendations** – Status of responses from ERUSD - *E. Mejia*  
Critical questions/recommendations have not been answered from the cancelled joint meeting in June 2016. Ms. Mejia will forward the list to Mr. Galindo for review and research.
- 7.5 **2015-16 Audit Timeline Update**– *M. Roychowdhury*  
Ms. Mejia asked if the bond audit would meet the timeline for the committee to complete the 2015-16 annual report before the committee terms out in February. Mr. Roychowdhury will speak to the auditor (Jeff Nigro) regarding expediting the bond audit. November and December are busy months for the auditors since the financial audits must be completed by December 15<sup>th</sup> and submitted to the county office. The financial audit should be ready to present to the Board of Education by January.

## 8. **NEW BUSINESS – ACTION ITEMS**

- 8.1 Approve to reschedule CBOC meeting date from March 22, 2017 to another date.  
*(No Action Taken).*
- 8.2 Approve presentation of the 2014-15 Annual Report to the Board of Education (annual report was reviewed and corrected).

Motion: J. Chavez    Second:    C. Castillo    Vote: 5-0    PASSED

Vote:    C. Castillo:    Yes  
          J. Chavez:    Yes  
          V. Chavez:    Yes  
          S. Rodarte:    Yes  
          E. Mejia:      Yes

## 9. **ADJOURNMENT**

The meeting was adjourned at 8:14 p.m.

Motion: J. Chavez    Second:    S. Rodarte    Vote: 5-0    PASSED

Vote:    C. Castillo    Yes  
          J. Chavez:    Yes  
          V. Chavez:    Yes  
          S. Rodarte:    Yes  
          E. Mejia:      Yes