

**MEASURE “A” AND “EE”
CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING**

El Rancho Unified School District

6:00 p.m.

**EL RANCHO HIGH SCHOOL LIBRARY
6501 Passons Blvd.
Pico Rivera, CA 90660**

March 22, 2017

MINUTES

1. **CALL TO ORDER**

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

ROLL CALL – Members of the Citizens’ Bond Oversight Committee

Esther Mejia, Chairperson
John Chavez, Vice Chairperson (not present)
Carolyn Castillo, Member
Vincent Chavez, Member
Suzanne Rodarte, Member

DISTRICT ADMINISTRATION

Dr. Roxane Fuentes, Interim Superintendent
Manoj Roychowdhury, Assistant Superintendent Business Services

2. **PLEDGE OF ALLEGIANCE**

Visitors – Register No. 5-2016/2017

3. **ADOPTION OF AGENDA**

Recommendation is made that the agenda be adopted as submitted.

Motion: S. Rodarte Second: C. Castillo Vote: 4-0 PASSED

Vote: C. Castillo: Yes
 J. Chavez: Not Present
 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 CBOC Meeting on December 7, 2016, be approved with **corrections**.

Motion: S. Rodarte Second: C. Castillo Vote: 3-0 PASSED

Vote:	C. Castillo:	Yes
	J. Chavez:	Not Present
	V. Chavez:	Abstain
	S. Rodarte:	Yes
	E. Mejia:	Yes

6. **INFORMATION ITEMS**

Mr. Roychowdhury informed the committee that since the last CBOC meeting (December 7, 2017) bids were received for the phase 2 innovation labs and the science labs. Two bids were received, one was higher in cost than the architect's estimate and one was not responsible (missing documents). Project was rebid and the general contractor (Saifco Construction) was awarded in January 2017. Lessons learned from phase 1 will be applied to phase 2.

7. **DISCUSSION ITEMS**7.1 **Bond Expenditures Update** – M. Roychowdhury

Trial Balance Financial Report as of November 2016: Measure A net balance is \$8,651,056.16 and Measure EE net balance is \$2,006,770.70.

Trial Balance Financial Report as of December 2016: Measure A net balance is \$8,578,612.75 and Measure EE net balance is \$1,989,816.34.

Trial Balance Financial Report as of January 2017: Measure A net balance is \$8,492,266.97 and Measure EE net balance is \$1,962,657.06.

Bond Measure A expenditures for November 2016 totaled \$337,874.55; Bond Measure EE expenditures totaled \$84,322.41.

Bond Measure A expenditures for December 2016 totaled \$218,254.58; Bond Measure EE expenditures totaled \$53,400.57.

Bond Measure A expenditures for January 2017 totaled \$113,896.22; Bond Measure EE expenditures totaled \$27,159.28.

Several expenditures were clarified and corrected trial balance reports will be provided.

Items Requested: Report showing percentage of projects completed for 2015-2016. What projects are completed and what projects are closed-out.

7.2 **Bond Projects Update** – *J. Ortiz*

Mr. Ortiz provided a power-point presentation covering the Innovation Labs Phase 1 and Innovation and Science Labs Phase 2, along with the North Park Band Building Project. Presentation included a video of the construction work at North Park and an update of all expenditures.

HPLE has added a communications manager to their team who will make sure the erusd2025 website is operating (currently it is 80% complete) documents and videos will be uploaded to the website. Thank you signage to the community for phase1 is being developed.

Mr. Ortiz shared that they have received several request from other schools districts wanting to come and see the innovation labs. Dr. Fuentes added that there is a lot of interest in the innovation labs and what they have to offer. Dr. Fuentes has asked the school site administrators, once the labs are up and running, to set aside dates to open them up for the community to see the space.

Ms. Mejia asked for the status of the Prop 51 (Public School Facility Bonds). Mr. Roychowdhury shared that one criteria for matching funds is that all contractors be prequalified and the District has gone through that process. The State has not yet released the funds but the District will work with the consultant to determine the eligibility of District sites.

Ms. Mejia became a member of a bona fide taxpayer's organization and asked if it is allowable to switch her classification in order to open the position of (both a parent/guardian of a child enrolled in the district and active in a parent-teacher organization). Request must be made to the Board.

7.3 **"2015-2016" Annual Report** – *Esther Mejia*

Ms. Mejia received the financial binder and requested to schedule a special meeting to discuss the expenditures. The meeting will be scheduled for April 20, 2017 at 5:00 p.m. The annual report will be presented on May 2, 2017.

Ms. Castillo made a public relations request to share what the district has completed, to share what was expected and what was achieved, something to help generate excitement. She also expressed that it would be nice if there were an approach to upgrade at least one classroom at each facility to improve the condition index.

Ms. Rodarte asked for the status of the school painting. Dr. Fuentes responded that all the elementary and middle schools will be painted. Each school selected their own colors and she just recently approved all the final color selections.

When asked for the status of the marquees the committee was informed that all the marquees have all been replaced except for four and those should be installed by the end of May.

8. **NEW BUSINESS – ACTION ITEMS**

9. **ADJOURNMENT**

The meeting was adjourned at 7:12 p.m.

Motion: S. Rodarte Second: V. Chavez Vote: 4-0 PASSED

Vote: C. Castillo: Yes
 J. Chavez: Not Present
 V. Chavez: Yes
 S. Rodarte: Yes
 E. Mejia: Yes