

OAK PARK UNIFIED SCHOOL DISTRICT
5801 E. CONIFER STREET
OAK PARK, CALIFORNIA 91377
(818) 735-3206

BOND MEASURE CITIZEN OVERSIGHT COMMITTEE

MINUTES

DATE: Wednesday, January 26, 2011
TIME: 7:00 p.m.
PLACE: Oak Park Unified School District Office
5801 E. Conifer Street
Oak Park, CA 91377
PRESENT: Members: Ann Waldman, Alan Toomayan, Mike Green,
Eric Christensen, Wayne Blasman, Dan Perini, Melody
Rafelson, Barbara Schwartz. Staff: Martin Klauss.
Visitors: Ira Genzalez, audit representative
ABSENT: Kristine Vail, Stephen Yeoh, Jason Wilburn, Carl

Belichesky

Mike Green moved, Alan Toomayan seconded, all approved the agenda. Mike Green moved, Eric Christensen seconded, all approved the minutes of November 17, 2010.

V. Audit of Measure C6: Ira Gonzalez of Vavrinek, Trine, Day & Co., LLP presented the company's annual audit with the period ending June, 2010. Ms. Gonzalez reported the firm found no irregularities in the Measure C6 fund. Mr. Blasman asked about the performing arts seating being in the "technology bond" and it was explained the bond is actually an "equipment, safety and technology" bond and the performing arts seating has been in the Measure C6 master plan since inception. Ms. Gonzalez explained the audit tested 73.6% of the bond to get a better feeling of the bond expenditures. No issues with the bond issuance were found.

Audit of Measure R: Ms. Gonzalez stated no issues were found with the bond issuance for the annual period for the audit ending June, 2010. Mr. Toomayan asked why the architect fees are so high at the high school and at Brookside elementary school. Mr. Klauss explained that due to the district's pursuit of state modernization funding, they have accelerated the plans at these two schools for submission to the Department of Education at the State Board. The submission for state modernization funds had to encompass the entire project development. Thus the architects have been paid for budgeted amounts formerly planned for later years' work.

VI. Mr. Blasman explained to new members how the committees came to be one large committee for oversight. He explained subcommittees were formed last year to delve into the individual bonds further at the subcommittee level. The subcommittees cannot have more than 6 members in attendance. Mr. Toomayan asked if we again would require subcommittees. Ms. Schwartz pointed out we now have financial summaries, something the committee did not have last year, which will make formulating annual reports easier. Mr. Christensen pointed out the smaller groups can get into more detail. Two subcommittees were formed, as follows:

Measure C6 Subcommittee: Eric Christensen (chair), Kristine Vail, Stephen Yeoh, and Dan Perini.

Measure R Subcommittee: Barbara Schwartz (chair), Wayne Blasman, Melody Rafelson, Mike Green, Alan Toomayan, Ann Waldman.

Mr. Blasman inquired about Measure C, the parcel tax, and the need to formulate an annual report. He suggested the committee could incorporate the previous Measure C information into an annual report this year. Mr. Klauss will send all of the annual reports for both Measure C as well as the old parcel tax, Measure D4. Mr. Klauss will also provide Ms. Schwartz the new numbers so that she may prepare a draft of the parcel tax annual report.

VII. The committee's annual reports will be presented to the school board on June 7th. A backup date for the report presentation to the school board, if required, will be June 21st. Tuesday, May 10th the COC will meet to receive the final draft reports for approval. Monday, April 18th the COC subcommittees will present their findings. Subcommittee chairs will request any necessary information and documents from Mr. Klauss.

VIII. Mr. Klauss gave an update on the state modernization Qualified School Construction Bond applications for Brookside Elementary and OPHS. The Brookside application is through the California Department of Education and is going to the Office of Public School Construction. Work on Brookside is being held pending the possible funding approval of around \$1.6 million from the QSCB. OPHS could receive about \$2.5 million in modernization funds. Work will occur at Brookside this summer whether or not the special funding comes through. The QSCB must be issued by July and spent within 3 years.

Mr. Klauss also reported the Facilities Planning Committee will present a progress report to the school board at the February school board meeting.

Discussion was held regarding Measure R. Ms. Schwartz updated new committee members that \$10 million of the \$29.5 million was issued in the initial bond release. Ms. Schwartz expressed concern at the amount of architect and construction consultant fees incurred to date versus budget. Ms. Waldman requested copies of the architect and construction consultant paid bills, which Mr. Klauss said he would provide to Ms. Waldman and Ms. Schwartz. Mr. Klauss pointed out that the quoted fund amounts weren't actually all spent, that some funds were encumbered. Ms. Schwartz also noted that the financial summary indicates the first bond release was down to \$2.2 million and the work at Brookside had yet to begin. She expressed concern that the district was considering paying for an edible garden project at the school sites with bond funds and pointed out other projects that were not in the master plan that have been paid for with Measure R funds, such as hydration stations and tennis court repairs. She inquired who approved those two projects for \$31,768. Mr. Klauss said it was the board of education. Ms. Schwartz raised the issue of the committee's role in communicating to the school board and the public regarding issues as they are occurring versus after-the-fact. Discussion on the subject was held.

Future agenda items:

1. Review draft subcommittee report on Measure C6.
2. Review draft subcommittee report on Measure R.
3. Review draft report on Measure C, the parcel tax.

Ms. Waldman moved, Mr. Toomayan seconded and all approved a motion to adjourn at 9:30 p.m.

Recorded by Barbara Schwartz, secretary