

GARDEN GROVE UNIFIED SCHOOL DISTRICT
 BOND OVERSIGHT COMMITTEE MEETING
 10331 STANFORD AVENUE
 GARDEN GROVE, CALIFORNIA

- CORRECTED –
 January 14, 2014

<u>Committee Members</u>	<u>Present</u>	<u>Absent</u>
Barbara C. Barker	<u>X</u>	_____
Bernice Flatebo	<u>X</u>	_____
Peter Florin	<u>X</u>	_____
Lila G. Held	<u>X</u>	_____
Joan Mildenstein	<u>X</u>	_____
Lactan Nuygen	_____	<u>X</u>
Jennifer Sieve	<u>X</u>	_____
Ted L. Stevens, Jr.	_____	<u>X</u>
Jeffery S. Trader	<u>X</u>	_____
Robert Tucker	<u>X</u>	_____
<u>District Support Staff</u>		
Rick Nakano	<u>X</u>	_____
Nancy Mefford	<u>X</u>	_____
Margie Brown	<u>X</u>	_____
Jerry Hills	<u>X</u>	_____
Sal Sanchez	<u>X</u>	_____
JoAnne Tran	<u>X</u>	_____
Amy Stevens	<u>X</u>	_____

The meeting was called to order by Vice Chair Barbara Barker at 3:35 p.m. followed by the Pledge of Allegiance. Call to Order

Hearing no comments or corrections, on motion of Member Joan Mildenstein, seconded by Member Lila Held, and unanimously carried with the roll call vote noted below, the Minutes of the September 10, 2013, BOC Meeting were approved as submitted. Minutes Approved

AYES: Barker, Flatebo, Florin, Held, Mildenstein, Sieve, Trader, Tucker **NOES: None** **Roll Call Vote - Minutes**
ABSENT: Nuygen, Stevens, Jr.

Nancy Mefford (executive director, Business Services) introduced and welcomed Superintendent Gabriela Mafi, who thanked all BOC members for dedicating their time and effort to serve on the committee. Members of the GGUSD team were also introduced as well as Christy White, President of Christy White Associates. Introductions

Christy White, President of Christy White Associates, presented the Measure A Bond Building Fund Financial and Performance Audit Reports for the fiscal year ending June 30, 2013, which show the district is in compliance with the requirements of Proposition 39. Public Presentation

A question was raised as to why some modernization sites had deficit expenditures as of June 30, 2013, in the bond audit.

Nancy will research the deficit expenditure and e-mail the BOC members with the answer. Measure A Bond Building Fund Financial and Performance Audit Reports 2012-2013

On motion of Member Jeffrey Trader, seconded by Member Joan Mildenstein, and unanimously carried with the roll call vote noted below, the BOC approved the performance and financial audit reports for Measure A prepared by Christy White Associates for the fiscal year ending June 30, 2013.

AYES: Barker, Flatebo, Florin, Held, Mildenstein, Sieve, Trader, Tucker **NOES: None** **Roll Call Vote – Bond Audit Report**
ABSENT: Nuygen, Stevens, Jr.

Margie Brown, (director, Facilities) and Jerry Hills (assistant director, Facilities) presented a Measure A Modernization Cabinet Update and Summer Schedule of schools showing scope of work to be done, start and completion dates, and a status update. All asbestos removal work will be completed by contractors who are licensed and certified. Approximately 85% of all water pipes are being replaced at each site. The exceptions are areas such as kitchens, custodian rooms, and other areas where there is no contracted work being completed. Presentation and Reports – Staff

Nancy Mefford presented the reports generated from the facilities accounting program. Sources and Budgets Report, Budget Status Report of active work, and Expenditure Worksheet detailing active work were reviewed. Since the number of sites being modernized has grown exponentially, the reports are too large to send via email so they will be posted in advance on the website and a hard copy provided at the meeting. Some members stated they would prefer to just upload the information and not receive a hard copy. Nancy will e-mail the members to poll them as to their preference before the next meeting.

Corrected Minutes of the January 14, 2014, Bond Oversight Committee Meeting

It was noted by BOC members that for the first group of projects, the percentage of expenditures against the budget for a completed project was low (63%), due to the larger construction contingencies that were not expended.

Presentation and Reports – Staff (cont.)

The Facilities staff committed to reconciling the budgets on the first group of projects by the next meeting and believed the percentages would be closer to 85 – 90%.

On motion of Member Lila Held, seconded by Member Peter Florin, and unanimously carried with the roll call vote noted below, the BOC approved the Measure A Bond Oversight Committee Annual Report for the fiscal year ending June 30, 2013, and affirms the district is in compliance with Article XIII A, Section 1(b)(3) of the California Constitution.

BOC Annual Report

The Annual Bond Oversight Committee Report will be presented at the February 4, 2014, Board of Education Meeting.

AYES: Barker, Flatebo, Florin, Held, Mildenstein, Sieve, Trader, Tucker **NOES: None**
ABSENT: Nuygen, Stevens, Jr.

Roll Call Vote – Bond Annual Report

Starting February 2014, BOC new member applications will be available on our website and will be accepted for two-year terms beginning May 2014. New member selections will be made by April 2014 and approved at a Regular Meeting of the Board of Education that same month. The district will continue to seek out members to serve on the BOC in order to meet the requirements of Education Code Section 15282(a).

BOC New Member Applications

Nancy Mefford will be e-mailing the Form 700 - Statement of Economic Interests to committee members for completion and return to her before the April 1 deadline.

Form 700 – Statement of Economic Interests

Per a conversation with a district employee, a concern was raised by a BOC member that district employees are being asked to remove asbestos.

Discussion – Committee Members

Sal Sanchez, (director, Maintenance, Operations, and Transportation) responded to the concern that no district employees are asked to handle asbestos. The district contracts with certified asbestos abatement companies whenever asbestos needs to be removed. The district trains their M&O staff to be able to identify asbestos and not to handle it. Asbestos trainings for M&O employees were being conducted this month. Logs are kept to record those employees who have received the training.

A BOC member questioned whether current bond funds are being used to install air conditioning.

Amy Stevens, Public Information Officer, responded that no current bond funds are being used for air conditioning. We would have to issue another bond in order to add air conditioning at the other school sites.

The Facilities department is searching for a consultant to give a technical analysis of Proposition 39 for potential insulation, drop ceiling, lighting, and windows for some of our qualifying schools.

A site visit will be planned during the week of Spring Break, April 14-18, 2014.

Site Visits

The next meeting of the BOC will be May 13, 2014, at the Facilities Department, located at the Maintenance Center, 8211 Lampson Ave., Garden Grove.

Future Meeting

There being no other business, the meeting was adjourned at 4:58 p.m.

Adjournment

Signature on file

Ted Stevens, Jr., BOC Chair