

NEWHALL SCHOOL DISTRICT

Measure E Citizens Oversight Committee (COC)

March 13, 2017

Newhall Elementary School Library

MINUTES

The meeting was called to order at 5:32 P.M. by Chairperson Jim Hicken.

COC members present:

Susan Anderson, Tricia Fossa, Jose Gonzalez, Amanda Hezel, Jim Hicken, Adele MacPherson, Brian Paik, Tracy Taris

COC members absent:

Caroline Jackson, Joelle Nelson, Debbie Wolpert

Staff present:

Rosana Valadez, Ronna Wolcott

Others present:

Amin Salari, Lundgren Management; Helena Jubany, NAC Architecture

AGENDA

The meeting agenda was approved.

Motion- MacPherson; Second- Anderson
Ayes - 7; Noes- 0

MINUTES

January 23, 2017 Minutes were approved.

Motion- Anderson; Second- Hezel
Ayes- 7; Noes- 0

Mr. Gonzalez arrived at 5:35 p.m.

FILING OF AUDIT REPORTS FOR 2016

Motion- Hezel; Second- Gonzalez
Ayes- 8; Noes- 0

Audit Report (covers financial audit)

- \$18m in bond proceeds were expended during the year; at end of 2016 there were \$7.8m and are now down to about \$2m
- There are \$60m in authorized bonds. We issued about \$56m in school short-term 5 year Bond Anticipation Notes (BANs) and the whole \$60m authorized GO bonds will be issued to payoff short-term financing; we have also spent \$2m of the \$4m committed for tech

Performance Audit Report (bond fund transaction audit)

- Moss Adams, the firm contracted by the District, issues their audit report which serves as the basis of the findings the COC committee is required to ensure the District is in compliance with Prop 39 requirements
- Audit results show the District has met the audit objectives and bond proceeds were only expended on projects listed on Measure E ballot
- Recommendations from auditors were to train staff on the current Construction Policy and Procedures Manual

CONSIDERATION OF ADOPTION/AUTHORIZATION FOR DISTRIBUTION OF COC ANNUAL REPORT FOR 7/1/15 – 6/30/16

Motion- Hezel; Second- Anderson
Ayes- 8; Noes- 0

- Ms. Wolcott reviewed all sections of the 2015-2016 Annual Report with members present
- Two corrections were noted in the report and will be revised immediately

CONSTRUCTION TIMELINE UPDATE

- The Auditorium is the only construction project outstanding at this time and is scheduled to be completed by mid-April

- Peachland has some sealing and striping to complete on the hardscape
- There are no additional bond projects planned at this time; any additional work permitted under the bond ballot language to consider would be fencing and roofing repairs which the District will review sometime in May or June when most of the bond has been completed
- Stevenson Ranch and Wiley Canyon were identified in the program scope as being priority 2 projects and one thing we may look at is the possibility of doing some design work which the District may decide to do with state reimbursement funds

FISCAL REPORTS – BUDGET REVISIONS

- Developer fee dollars and state reimbursement will be covering costs to finish the projects due to increase in change orders for the Peachland and Auditorium projects, as well as design changes required
- Currently projecting \$63.5m and only planning to issue \$60m
- Measure E expenditures and commitments include all expenditures made plus any outstanding contract amounts which stands at about \$59m and leaves about \$4m already committed to tech
- Remaining budgets include costs for DSA fees to finalize projects

FUTURE STATE FUNDING

- Now that bond has passed, we do believe there is about \$14m the District is entitled to receive pending state review; state review not anticipated for at least another year to year and-a-half minimum
- Ms. Jubany recently attended the Coalition for Adequate School Housing (CASH) conference and shared that auditing processes are currently being put in place by the State as a result of misuse of funds by some districts; State short-staffing also poses another hurdle
- State looking to first prioritize those districts currently going through hardships or in an emergency situation
- Expected dollars are not going to be spent in advance, but rather as dollars come in

2016-2017 FUTURE MEETING CALENDAR

- May 8, 2017 is the last scheduled meeting for 2016-2017, however, Ms. Wolcott will recommend to the Board we continue to have the committee continue to meet as an advisory committee to the community ; all agreed to meet in the Newhall Library at 5:30pm
- Grand opening of the Newhall Auditorium has been pushed to the Fall

MEMBER TERMS

- We have 3 members who have served the maximum 3 terms allowable and will no longer be eligible to serve as formal members
- Ms. Wolcott to discuss with the Board whether or not to fill the 3 vacancies since bylaws only call for 7 active members; Ms. Wolcott recommends we fill the vacancies to ensure a quorum, considering there are Bond projects that are yet to be complete
- All remaining members present confirmed will continue to serve through the end of their current term
- Ms. Wolcott announced her retirement effective October 2, 2017; a successor should be in place by the September 2017 COC meeting

There were no public comments.

Meeting adjourned at 6:02 p.m. Tour of the Newhall Auditorium immediately followed.