

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT  
Independent Citizens' Bond Oversight Committee  
Wednesday, March 18, 2009  
Meeting #3

**FINAL MINUTES – Approved May 13, 2009**

The Independent Citizens' Bond Oversight committee of the Placentia-Yorba Linda Unified School District was called to order by Mr. Jim Resha, Chairman, at 5:05 p.m. on Wednesday, March 18, 2009, at the District Education Center, located at 1301 E. Orangethorpe Avenue, Placentia, California, in the Superintendent's Meeting Room.

1. PLEDGE OF ALLEGIANCE

The committee and staff members present recited The Pledge of Allegiance.

2. ROLL CALL

Members Present: Rod Boaz  
Judy Johnson  
Randy Kuroda  
Don Lussier  
Melina Michaels  
Ron Osajima  
Jim Resha  
Mila Thomas

Staff Present: Mike Bailey  
Doug Domene  
Rosemary Gladden  
Bob Klempen  
Connie Parker  
Sheri Roussin  
Dennis Smith

Staff Absent: Rick Guaderrama  
Shawn Millsap

3. APPROVAL OF MINUTES

Mr. Ron Osajima moved to accept the minutes of the September 29, 2008, meeting. Mr. Rod Boaz seconded the motion. The motion was approved by a vote of 8 – 0.

4. WELCOME

Mr. Doug Domene, Assistant Superintendent, Executive Service welcomed the members of the Measure A committee.

In response to a request at the last meeting to visit construction projects, Mr. Domene encouraged committee members to contact him or Mr. Mike Bailey to coordinate tours.

In response to a question regarding whether or not the Measure Y committee had accepted the Performance Audit report last year, Mr. Domene indicated that they had received the report but had not officially accepted the report.

5. SUPERINTENDENT'S REMARKS

Dr. Smith welcomed the committee to the meeting and also thanked them for being a part of this group. Dr. Smith explained that Measure A has the responsibility of ensuring that bond expenditures are used on projects listed on the ballot measure and that no funds are used for administrative and teacher salaries.

6. PUBLIC COMMENTS

There were no public comments.

7. PROJECT UPDATES

Mr. Mike Bailey presented a PowerPoint presentation which updated the Yorba Linda High School construction, modernization projects and summer projects. HVAC projects at Golden and Key were also included as well as the field and track upgrades (EDHS, EHS), Bradford Stadium (bleacher replacement) Tuffree's locker room renovation and Valencia men's locker room upgrades. Projects currently under construction are at Glenknoll, Tuffree, Tynes, Woodsboro and Yorba Linda Middle School. Summer projects will include Smart classrooms at seven schools.

Major projects in the design stage include El Dorado High School's field upgrade and gym, Valencia High School's new classroom wings, administration and campus walkway, Esperanza High School's field upgrade, gym and administration building, Kramer Middle School, Van Buren and Rio Vista's modernizations. In response to a question regarding how the school improvements will impact sports, Mr. Bailey indicated fields will either be completed prior to the season affected or will wait until the season is completed. In response to a concern regarding the color scheme used at Bradford stadium imitating El Dorado High School's colors, Mr. Bailey explained that the color selection had been based solely on colors to emphasize stripping and a neutral fence color.

In response to a question regarding the timeline of Yorba Linda High School's stadium, Mr. Bailey said the stadium is in the second phase of the Yorba Linda High School project and should be completed for the 2010 season. A concern was expressed that the home field bleachers at Bradford Stadium now face into the sun, Mr. Bailey explained that keeping the home field in its existing location after the re-modernization projects would encroach upon the baseball field by approximately 30 feet which was not acceptable. Mr. Jim Resha thanked Mike Bailey for the very informative presentation.

8. MONITORING OF PROJECTS

Mr. Henry Petrino was introduced and asked to provide specifics on the monitoring document used by the district to track individual projects. Mr. Petrino distributed copies

of the document for the committee to review with him as he explained how the report is laid out. Mr. Petrino indicated this document was not intended to replace fiscal documents but is to be used as a management tool. Discussion followed regarding clarification on sections in the document. A second binder with accumulated summaries and detail sheets is being assembled and will be provided at the next meeting. Mr. Jim Resha thanked Mr. Petrino for this documentation. Mrs. Johnson expressed her opinion that it will be extremely helpful for the committee in tracking Bond projects.

#### 9. PERFORMANCE AUDIT REPORT

Mr. Henry Petrino reported that district staff has been extremely responsive to the auditing procedures. There are no findings in the Performance Audit. The monthly report will be another level of keeping track of projects and that Measure A and Y monies are being spent appropriately.

Mr. Ron Osajima moved to accept the Performance Audit for Measure A with Mr. Resha submitting certification to the School Board. Mr. Randy Kuroda seconded. Discussion followed regarding a figure that was incorrect on page two of the document. Additionally a question was raised regarding the discrepancy between a figure reference in the performance audit and the same figure reference in the fiscal audit. It was explained by Mr. Petrino that the fiscal audit figure includes the cost of issuing the bond of \$1.2 million while the performance audit does not. An addendum to the motion was made to accept the Performance Audit subject to the correction of the expenditure of \$26 million to \$2.6 million on page two of the Performance Audit as well as an explanation of the difference between the Performance audit figure of \$2.6 million and the fiscal audit figure of \$3.8 million. Mr. Henry Petrino will place an addendum in the audit to explain the discrepancy. Motion carried unanimously.

#### 10. REPORT TO COMMUNITY

In preparation for the Measure A Performance Audit report to the community, Mr. Domene had researched 10 to 12 school districts to ascertain how they reported bond activities and distributed a newsletter-style report for the committee's consideration and review. Mr. Kuroda expressed reluctance to present a report to the community that included Measure Y information since the Measure A committee had not been personally involved in overseeing the projects. After additional discussion, Dr. Smith said the Measure Y committee would be contacted and staff would discuss with them certifying their Audit Report separately and reporting separately. It was suggested this item be placed on the next meeting agenda.

Mr. Domene discussed the possibility of submitting the report to the community as a district communication providing a summary of the projects for the year.

Mr. Ron Osajima asked for clarification as to the role of the Measure A committee as laid out in the statute and expressed a concern regarding the length of time between meetings. Dr. Smith explained that the committee's primary responsibilities are to oversee the Bond projects to ensure the bond dollars are only spent on the Ballot Measure's Project List and bond funds are not used for administrative and teacher salaries. Dr. Smith added that if staff is not providing materials that are comprehensive enough or in a timely enough fashion that can be addressed. Mr. Domene added

committee members can submit agenda items prior to the meeting that they would like addressed. It was suggested the next meeting agenda define the role of the committee, frequency of meetings, school visits, review of the tracking document, define ballot measure projects and locate those projects in the tracking document for an item-by-item comparison. It was suggested that Mr. Mike Bailey provide the committee with the project numbers in order to cross reference the projects with the fiscal reports.

11. Mr. Domene distributed a tentative meeting calendar for the committee's consideration. It was suggested by the committee that quarterly meetings would be helpful with others added as needed. Also, one or more meetings could be site visits. An April or May meeting was suggested for the first quarter meeting and another meeting in mid-August.

Mrs. Judy Johnson suggested having Doug Domene or Mike Bailey schedule site visits at times when staff would be available for a tour on current bond projects and then notify the committee of the dates/sites. Mr. Kuroda suggested a summer meeting to tour Yorba Linda High School prior to the opening of the school.

12. ADJOURNMENT

It was moved by Mr. Randy Kuroda to adjourn the meeting. Mr. Ron Osajima seconded the motion. The motion was approved unanimously.