

Magnolia School District

Citizens' Oversight Committee Bond Measure 'I' Meeting Minutes

Date: Tuesday, February 28, 2017

Location: Magnolia School District
Board Room
2705 W. Orange Ave.
Anaheim, CA 92804

The meeting was called to order at 9:29 a.m.

Members Present

Jasmine LaBurn, Chair; Mike Batuyong, Angelica Herrera, Lupe Barrón, Shirley Situ, Cheryl Soave, Patricia Soave

District Staff Present

Annette Cleveland, Assistant Superintendent Business & Administrative Services; Jorge Contreras, Director, Fiscal Services; Cheryl Blount, Senior Administrative Assistant

Members Absent

None

Welcome/Membership Updates

Jasmine thanked the committee for attending the meeting and welcomed new members: Lupe Barrón, Shirley Situ, Cheryl Soave, and Patricia Soave. Annette Cleveland gave a brief overview of the purpose of the Oversight Committee for new members. Annette explained the 700 Forms (Statement of Economic Interests/Conflict of Interest). New members completed the form for assuming office. Veteran members completed the form for annual filing requirements. New members also signed and returned their Ethics Statement, as required in the Bylaws.

Jasmine LaBurn noted the need for a Vice Chair, due to Leonard Lahtinen's resignation. The committee nominated and approved Mike Batuyong as Vice Chair.

Minutes

Minutes from the 12/13/2016 meeting were reviewed. Angelica Herrera motioned to approve the Minutes, Mike Batuyong seconded the motion. The motion carried 7-0.

Bond Audit Report Discussion and Acceptance

The 2015/2016 Bond Audit Report was provided to the committee to review (digitally and hard copy). Jorge Contreras explained the purpose of the Bond Audit. He noted pages 26 and 27 showed no findings or recommendations, which shows that the District is doing what it has committed to do with the Bond money. The "Fund Balance of the Bond" (page 6) shows there is \$5.6 million left from the Bond to complete projects. Annette shared that page 8 of the audit provides a history of the District and the Bond approval. Jasmine pointed out that page 16 shows the repayment schedule.

Cheryl Soave motioned to accept the 2015/2016 Measure I Bond Audit, Angelica Herrera seconded the motion. The motion carried 7-0.

Old Business

The District website was re-created earlier this year. Annette showed the committee how to access Measure I information on the new website, noting we are still in the process of updating information from the old website (COC Meeting Minutes, Bylaws, Audit Reports, Annual Reports, and Project information).

Annette informed the committee that the Board recently approved the Energy Service Project that was discussed at the last COC meeting, reminding the committee that it is not a Bond project and will be funded from an Escrow Loan. Replacement of HVAC units will now be part of the Energy Service Project, instead of a Bond project, and will also include replacement of all lightbulbs with LEDs, solar panel shade structures on playgrounds, and computer controlled thermostats.

Bond Projects – Update

Handouts on the Measure I Projects and Expenses to-date were distributed and reviewed, comparing estimated project costs in 2009 (prior to approval of the Bond) with Expenditures to-date and 2016 Estimated Cost for completion.

Portable Classroom Modernization: MSD has 126 portable classrooms. We are working on the older portables first, repairing floors, and will replace as needed.

Restroom Modernization: Completed at most sites several years ago. There are two restrooms at the Baden-Powell medical therapy unit still in need of modernization. This unit runs year-round, so we will be working on a plan to complete this project.

Site Facility Renovations: The Salk and Pyles office remodels have been completed and all bills paid. Plans for the Baden-Powell and Schweitzer office remodels are at DSA (Department of State Architects) pending approval. The Schweitzer office will be extended and modernized. The Baden-Powell office will be replaced with a modular building. Some HVAC units have been replaced with Bond funds. The remaining units will be replaced with energy savings money.

Asphalt replacement: This will be the last project.

Playgrounds and fencing projects: Completed

Electrical and Plumbing projects: Completed with the Deferred Maintenance fund, instead of the Bond fund.

Annette informed the committee that there is approximately \$5 million left from the Bond to spend on the Baden-Powell office, Schweitzer office, asphalt project and roof project.

New Business

None

Future Meetings

Tuesday, May 16, 2017 **9:30 a.m.**

Meeting adjourned (10:26 a.m.)