MINUTES OF THE
CITIZENS’ OVERSIGHT COMMITTEE
MEASURE G
CLAREMONT UNIFIED SCHOOL DISTRICT
February 7, 2019

Meeting Location
Richard S. Kirkendall Education Center
170 W. San Jose Avenue, Claremont
Thursday, February 7, 2019
5:00 p.m.

Members of the Committee
Mr. Bill Archer
Mr. Ken Corhan
Ms. Tressa Kentner
Mr. Kris Meyer
Ms. Sharon Nagel
Mr. Steven Sabicer
Mr. Scott Smith

The Meeting of the Citizens’ Oversight Committee was called to order at 5:02 p.m. by Sharon Nagel, in Room 310 of the Richard S. Kirkendall Education Center, 170 W. San Jose Avenue, Claremont, Los Angeles County, California, on Thursday, February 7, 2019.

Committee Members Present:
Ms. Sharon Nagel
Mr. Ken Corhan
Bill Archer
Tressa Kentner

Committee Members Absent:
Mr. Scott Smith
Mr. Kris Meyer
Mr. Steve Sabicer

Staff Present:
Dr. James Elsasser
Ms. Lisa Shoemaker
Mr. Rick Cota
Ms. Barbi Hilt

Visitors Present:
None

PLEDGE OF ALLEGIANCE
Rick Cota led the Pledge of Allegiance.
PUBLIC COMMENTS
No comments were heard.

APPROVAL OF MINUTES
Chairperson Nagel welcomed the members of the Citizens’ Oversight Committee and asked for approval of the minutes from September 20, 2018. A motion to approve the minutes as presented was made by Ken Corhan, seconded by Bill Archer, and unanimously approved.

UPDATE ON MEASURE G PROJECTS
Six of the elementary schools now have their new modular classrooms occupied, with the exception of Vista and Condit. Landscaping around the new buildings is currently in process. We are looking forward to the Back to School Nights and all the parents and students getting to see the great new buildings and integrated technology. We have been very pleased with the contractors and we are looking forward to having them participate on future projects. Fortunately, we have not experienced the usual multitude of change orders and unforeseen conditions.

The next step is to pour concrete at Chaparral for their second phase of modulars. This should take place in the upcoming week. Additionally, we will be working on certain Americans with Disabilities Act (ADA) modifications related to items like handrails or ramps. These are often triggered when site improvements take place. This work will be taking place between now and spring break.

Discussion was held regarding what entity provides guidance on ADA related modifications.

Rick indicated he should be hearing any day regarding DSA approval of the CHS pool and locker room project. The CHS Student Center approval is expected about the 24th of February, and El Roble’s pool and locker room approval is anticipated to be about a month behind.

We are planning on having shovels in the ground on any and all projects that are ready by June 17th.

Discussion was held about providing some of our old portable buildings to the Claremont Police Department. Claremont PD was able to walk through the rooms and chose the three buildings that were in the best condition. It is hoped that they can use them for about three years. This was a good representation of our collaborative partnership with the City.

We had a good turnout for the job walks related to both the manufacture and installation of the Condit and Vista modular projects. Our schedule for construction will be very similar to the first phase, starting in the summer and the finishing by winter break, and having teachers come back in January to new classrooms.

We originally projected issuing bonds in 2017, 2019, and then two or three years later for the final issuance. However, given the concern about escalating prices and potential delays at DSA when they become flooded with statewide projects, we moved up the second issuance to 2018 and are very happy that we did so. We have six million dollars remaining to issue and we would like to issue that as soon as possible. Due to growth in assessed valuation, it appears we can issue sometime in 2020 and remain within the tax rates as stated.
MEASURE G FINANCIAL REPORT
The Measure G Citizens’ Oversight Committee Report with financial information was shared with the Committee.

Spent or encumbered funds total $27,458,214, while unencumbered funds total $24,920,544.

The report also summarized the status of each project and the funds expended or encumbered for each.

Due to escalating costs and enhancement of some of the projects, it is doubtful there will be funds remaining for much classroom modernization after the completion of the more significant projects. Most lighting and some air conditioning has already been completed and it is hoped that we can utilize Routine Restricted Maintenance funding and property proceeds to finish anything that bond funds cannot address.

Discussion was held regarding public perception and any feedback received thus far. The District has made a concerted effort to thoroughly communicating and we have received positive comments. The Committee believes that much of this is due to the effort put into communicating with the community before going to the polls.

A Revised Cost Estimates spreadsheet was provided to the Committee. There has been some redistribution of estimated costs, particularly in light of adding a new locker room at El Roble rather than a modernization project, and adding modular classrooms at Sycamore that were not originally anticipated. The CHS gymnasium also required additional funds due to adding bleachers and being required to upgrade bathrooms.

Most districts end up having to hire an outside project management team that generally charges in the area of 10%-12% of the cost of the project. Our cost for not only the project management but all of our financial systems put in place and closing costs is less than 5%.

Because the remainder of projects, with the exception of the CHS music room, will all be out to bid soon, we will have a much better idea of whether or not we are going to be short. If we are, there will need to be some reprioritization. We are once again working on selling La Puerta and have some interested developers. We are hoping to enter into a due diligence period in the next month so that a potential developer can explore options.

ANNUAL & PERFORMANCE AUDITS
For 2017/2018 there were no findings and no comments related to the Measure G Annual and Performance Audits. The Committee was reminded that as required, our auditors perform these audits separately from our normal annual financial audit.

The Committee discussed perhaps taking a tour of some of the new facilities and decided to schedule one during the next meeting.

The next meeting of the Citizens’ Oversight Committee will be held June 20, 2019 at 5:00 pm.

ADJOURNMENT
The meeting of the Citizens’ Oversight Committee was adjourned at 5:48 p.m.