AGENDA

I. Call to Order – Chairperson

II. Roll Call and Establishment of Quorum – Chairperson
   a. Certificate of Compliance – Chairperson
      i. To accommodate the requirement of Government Code Section 54954.2 and in accordance with the Brown Act provisions, the agenda for the meeting was posted on the bulletin board in the Administration Center 72 hours prior to this meeting.

III. Public Comment
   a. Any member of the public may directly address the Committee on any item of interest to the public with respect to the Measure S GOB proceeds. The Chairperson will ask if any members of the public wish to address the Committee, and if so the member of the public shall raise his/her hand and when called upon, give their name and then make their statement. Members of the public will be given up to 3 minutes to address the Committee.

IV. Approval of Meeting Minutes

V. Discussion Items – Chairperson
   a. Welcome New Member- Arineh Arzoumanian
   b. Mission Statement
   c. Un-Audited Measure S Year-End Report

VI. Other Business
   a. Next Meeting – TBD (December 2017)

VII. Adjourn
GLendale unified school district
Citizens’ bond Oversight Committee (CBOC) Meeting
Wednesday, September 27, 2017
6:00 pm

FASO Bungalow
333 W. Magnolia
Glendale, CA 91204

Un-Approved Meeting Minutes

I) Call to Order – Chairperson
   a) The meeting was called to order at 6:07 pm

II) Roll Call and Establishment of Quorum – Chairperson
   a) Committee Members Present:
      Arineh Arzoumanian
      Avetis Mkhitaryan
      Harry Leon
      Lincoln Bleveans
      Michael Myers
      Sophal Ear
   b) Committee Members Absent:
      Daniel Harrison
   c) Staff Liaisons Present:
      Tony Barrios, Executive Director: Planning, Development, and Facilities

Roll Call was taken and a Quorum was reached

Each Committee member was provided with the following items in their packets:
   • Measure S – 16/17 Year-end Report, June 2017

   d) Certificate of Compliance – Chairperson
      i) Chairperson Mr. Myers read the following statement: To accommodate the requirement of
         Government code Section 54954.2 and in accordance with the Brown Act provisions, the
         agenda for the meeting was posted on the bulletin board in the Administration Center 72
         hours prior to this meeting

      ii) Chairperson Mr. Myers asked if we complied with the required posting of meeting notices;
          Mr. Barrios responded yes we are.

III) Public Comment
   a) Any member of the public may directly address the Committee on any item of interest to the
      public with respect to the Measure S GOB proceeds. The Chairperson will ask if any member(s)
      of the public wish to address the Committee, and if so the member of the public shall raise
      his/her hand and when called upon, give their name and then make their statement. Members
      of the public will be given up to 3 minutes to address the Committee.
b) Chairperson Mr. Myers asked if there were any requests to address the committee. Mr. Barrios responded no.

There were no public comments.

IV) Approval of Meeting Minutes from June 15, 2017

a) Chairperson Mr. Myers called for a motion to approve the minutes of the June 15, 2017 meeting. Committee member Harry Leon moved to approve the minutes, and Sophal Ear seconded the motion. All Committee members unanimously agreed to approve the minutes of the June 15, 2017 meeting.

b) Chairperson Michael Myers brought up an anomaly regarding the minutes. Statement regarding Dunsmore Portables; they were removed, and then new portables were brought back in. There was an increase in enrollment. The portables are part of the State agreement that is in place with the construction for us to receive funding.

V) Discussion Items – Chairperson

a) New Member Arineh Arzoumanian
   i) Chairperson Mr. Myers welcomed new member Arineh Arzoumanian and asked everyone to introduce himself or herself.

b) Mission statement
   i) Handout of the Mission statement Adopted on Monday October 24, 2011
      (1) Citizen’s Bond Oversight Committee’s (CBOC) exists all over the state of California, and are Sacramento’s hope that it can solve problems by passing new laws. Pursuant to an act adopted by the legislature and the committee is supposed to have multiple types of representatives from the community. The committee is to look at how the proceeds of the bond are spent. We have no authority of direct review of expenditures.
      ii) Mr. Myers discussed the requirements of the Measure S Bond and the committee’s existence. The committee is supposed to look at how the proceeds of the bond are spent; that the group has no authority of direct review of the expenditures, however, there is an audit function where the District hires an outside accounting firm to audit the records. The accounting firm spends approximately 600/700 hours to audit the expenditures and reports. In addition, they are to report that no Measure S funds have been spent on items that should have been paid for by the district. In December, the CBOC reviews the audit with the auditors; then in Feb/Mar the CBOC members report to the School Board whether or not to agree with the auditors review. This is a State requirement for the committee.
      (1) The mission statement is fairly accurate.

   c) Un-Audited Measure S Year-End Report
      i) Questions regarding member terms. One term can equal 2 years or 3 years, no more than 5 years. The following members are up for re-appointment are Mr. Sophal Ear, Mr. Michael Myers, and Mr. Avetis Mkhitaryan. Terms expired July 2017 (term was 2 years). Mr. Hovik Khatchaturian’s term had expired as well as of July 2017. Ms. Arineh Arzoumanian replaced Mr. Khatchaturian’s’ seat. She begins a 2-year term, which will expire in August 2019. Terms are usually 2 or 3 years at a time, which can be extended for another term. A committee
member stated that if someone wanted to be on the committee, he would be willing to step down, otherwise he would continue for another term. Mr. Barrios mentioned that it would be discussed with the Board. Mr. Barrios will follow up with the committee members that have expired terms. The Chairperson asked each member about extending for another term. The committee members agreed to another term.

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ii) A Committee member asked a question about the status of the projects; are these all ongoing?

1. College View – Completed
2. Hoover HVAC – Completed
3. Glendale HVAC – Completed
4. Franklin Expansion – Completed
5. Balboa ORG – Done
6. Fremont ORG – Completed, NOC not filed, site work is still ongoing;
7. Muir ORG – Done, NOC not filed, site work is still ongoing (is occupied)
8. CVHS Science Labs & SPED – Done, following through with DSA Certification
9. GUSD Aquatic Center – In progress of being Designed
10. Verdugo Woodlands ORG – in construction
(11) La Crescenta ORG – in construction (completion estimated for spring)-
Budget will be tight; extensive amount of sight work, ramps, staircases, retaining walls
(12) Jefferson ORG – in construction
(13) Toll Project – Middle School – A committee member asked a question about solar at the school. Mr. Barrios stated no, were just about to start all the “solar” projects. The project took a while in DSA. The survey work has just started. The cost is being paid out of the “CREB’s” money (California Renewable Energy Bonds). No Measure S funds are being used. It is a loan, but a heavily discounted rate. Available only for renewable projects; Energy sources.

(14) Glendale ORG -
(15) Hoover ORG -

A committee member asked about a NOC; a filed NOC Notice of Completion means that the Contractor is off the site and no longer here, and we have occupied the new building.

iii) A committee member asked about when a project starts (steps involved). A conceptual design, a flow diagram, to see where the money is going. A schematic design, design develop, construction documents, better understanding what the project will be. Then can have better budget amounts before you send out for bid.

(1) A committee member asked if there is a completion date for Toll solar project (completion date – commit to operate). There are completion dates on the report, DSA has been late (we know they are passed those deadlines); we do assess liquidate damages against the discounted rate if we had been using the solar, these are for actual damages for not producing energy; it’s for the actual discounted amount had we been using the energy. It could be $1,000 per day. It’s usually in the contract.

(2) Glendale Water and Power; gives us a discount via a net meter read. They essentially buyback. We send energy back into the grid; discounting our utility bills.

(3) Mr. Myers asked about bond funds, are we fully committed to using up the funds. Mr. Barrios stated that actually there would not be enough. There was a study session yesterday.

(4) Mr. Barrios reported that at the Study session it was determined that there is not enough funds for everything that they would like to do. It was determined that for the 2018-2019 that the district would sell Bonds approximately $38 million, then 2years later sell the remaining $38.0 M to the end of the project.

(a) Mr. Myers was discussing declining enrollment, geographic problem, to put students in classrooms; population shifts in the district. Have we cut back on the projects? There’s not much expansion going on.
At RD White they needed to add 4 more classrooms. A lot of the projects was about modernization and replacing the portables and not much in expansion. Franklin Elementary (a good example) had declining enrollment, then it turned into a Flag magnet and now there bursting at the seams with enrollment.

(b) Mr. Myers asked about whether or not the Measure S funds were being considered to improve the Administration Building (Maintenance). The district is faced with the maintenance of the administration building. Can some portion of the funds be used district wide to improve maintenance of the administration building, i.e. elevators? Per the bond language, there are terms that we can use the bond money; however, the board has not actively been seeking to use these funds for maintaining the administration building. We have used very little of the bond money for this purpose. Is there a possibility that some projects will be canceled and you can use this money for the maintenance instead of swapping buildings? The question has been if the Board has discussed the possibility of using Measure S funds for maintenance of the administration building. Mr. Barrios responded that to his knowledge it has not been spoken about.

(c) A committee member asked about other funds we get from other sources. They are other sources that we do receive money from. The list is very long. Example; District wide HVAC Kitchen systems, money from USDA, however it is restricted to Food Services that can only be used inside their kitchens to replace their equipment. Prop 39 money from the state, energy savings.

VI. Other Business
   a) Next Meeting – TBD – Week of the December 18th.

   The next meeting will be held on December 19, 2017 at 6:00pm. The location of the meeting will be at Fremont Elementary School.

   John C. Fremont Elementary School
   3320 Las Palmas Avenue
   Glendale CA 91208

VII. Adjourn
The meeting was adjourned by Mr. Myers at 6:51pm