

**MEASURE A - STRONG SCHOOLS BOND
CITIZEN'S OVERSIGHT COMMITTEE
PALO ALTO UNIFIED SCHOOL DISTRICT**

MINUTES FOR MEETING OF July 29, 2015

Opening

The Citizens' Oversight Committee held a meeting in the Facilities/Construction Building D, 85 Churchill Avenue, Palo Alto, California.

*All handouts can be viewed at the District office, Business Services 25 Churchill Avenue.

Members present:

Mr. Jim Cowie, Chair Person, Parent, PTA Member

Mr. Bruce Whitson, Vice-Chair, Business Organization Member (Absent)

Mr. Todd Collins, Taxpayer Organization Member

Ms. Catharine Garber, Member, Business Organization Member

Mr. Walt Hays, Member, Senior Citizen

Ms. Arianne Teherani, Member, Parent

Mr. Daniel Teo, Parent

Others present:

Mr. Tom Hodges, fs3|Hodges Construction Management

District Staff Present:

Dr. Robert Golton, Bond Program Manager

Mr. Ron Smith, Facilities Project Manager

Call to Order

The meeting was called to order at 5:05 p.m.

Public Comment

There were no requests for public comment.

Review of Agenda

Approval of Minutes

MOTION: Walt moved to approve the minutes of April 15, 2015. Motion carried 6-0.

Election of Chair/Vice Chair

By consensus, Cowie and Whitson will continue serving as Chair and Vice Chair.

Program Status Update

Hodges reported on the status of the following projects:

-Gunn Miranda Drop-off Traffic Signal Replacement

-Gunn Central Building

-Paly Performing Arts

-Paly Science Building

-Paly Library

-Paly Tower Building

-Paly Gym

Member asked if the monthly progress report can be reduced to only include active projects. Hodges proposed removing all inactive and completed projects. All members agreed on the change.

Member asked what the target completion date is for the Paly Performing Arts. Hodges answered March 26, 2016, but it will not become occupied until August 2016.

Member asked who made the change of concrete to pavers at the Paly plaza area. Hodges answered the Facilities Steering Committee made the recommendation and it was then presented to the Board of Education for approval. Member asked where the money came from for the pavers at the Paly plaza area. Hodges answered they had some funds in the change order contingencies. Member asked who sits on the Facilities Steering Committees. Hodges answered it consists of parents, teachers, principals, and assistant principals.

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Review of Progress on the Paly Athletic Center Project

Member stated someone mentioned Jordan getting a new pool. Smith said the project started as a deck replacement but they ran into some piping issues and they had to replace all the piping. They installed a new fence all around. This project was covered by the planned maintenance fund.

Board approval was received on June 23rd and they are working on getting the donation. They have finished a grant award letter and an escrow agreement. There is one term on the escrow agreement that still needs to be resolved.

Updated Bond Budget

Golton reviewed the bond budgets for the high schools, middle schools, and elementary schools with the Committee.

Golton reported Gunn has \$7 million left and unencumbered. Paly might have money left over as well after the new theatre is complete. They also have \$6 million from two career tech grants they received for the Media Arts building and the Theatre.

All the projects at the middle schools are finished but they do have some funds left in the event additional projects are needed.

For the elementary schools they have \$60 million in the reserve. One possibility is to open a thirteenth elementary. Superintendent Max McGee has also suggested doing a combination middle/high D-School.

Member asked about the D-School. Golton stated it is a design school that project based learning. The Stanford Design School would like to be involved in the process of designing and putting together this innovative school.

Member asked about what the District owns at Cubberley. Golton answered the District owns 27 acres and the City owns eight acres.

Member asked if any of the planned maintenance funds are spent on energy conservation. Smith answered yes, they did lighting replacements at five different sites. The Board approves all the planned maintenance projects. Prop 39 funds are handled by Ron Ellis, Maintenance Supervisor.

Member asked if the auditors review the expenditures of the planned maintenance fund. Golton said yes, they will sample it. This is the first year this bond is covering the planned maintenance fund. The old bond had been used in years past for planned maintenance projects.

Member asked how many projects are covered under the planned maintenance fund. Smith said there are hundreds of projects.

Member asked if these funds are comingled with the bond funds. Golton said no, they are completely separate.

Member asked if there is ever a project that is not approved by the bond language. Golton said no, he would never allow for that. They are extremely careful to ensure all projects are within the scope of the bond.

Member suggested having a planned maintenance update to the Committee. Golton said they could put together a list of planned maintenance projects done this past year. Member would also like clarity on what is on planned maintenance and general maintenance.

Annual Audit

Auditors will be here August 27 and 28. Teo and Garber will meet with the auditors.

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Preparation for 2015 COC

Cowie will work on the annual report with District staff.

Annual Report

Site Visit

The Committee toured the Paly Performing Arts Center that is currently under construction.

October 20, 2015 Agenda

The next COC meeting is scheduled for October 20, 2015. The agenda will be worked through email.

Next Meeting and Future

January 20, 2016

Meetings Schedule

April 20, 2016

July 2016

Adjournment

The meeting was adjourned at 6:45 p.m.