

NATOMAS UNIFIED SCHOOL DISTRICT
Citizens' Bond Oversight Committee Meeting
Measure D

Meeting Location - Innovation Center at:

Leroy Greene Academy
2950 W. River Drive
Sacramento, CA 95833

Monday, October 24, 2016 - 6:30 p.m.

The Purpose of the Committee is to inform the public at least annually concerning the expenditure of bond proceeds approved by the voters by issuing a written report. (Bylaws Section 2)

AGENDA

I. ROLL CALL

II. COMMUNICATIONS

- a) Welcome/Introductions

III. PUBLIC COMMENTS

Presentations from the public are limited to two (two) minutes regarding any item that is within the Committee's subject matter jurisdiction. Please note that Government Code Section 54954.2(a) limits Committee Members responses to public comments.

IV. INFORMATION ITEMS

- a) Committee Membership
b) Form 700
c) Legislative Update (AB 2316 Lease-Leaseback)
d) Legislative Update (AB 2738 Investing School Bond Proceeds Outside County Treasury)
e) Proposition 51, Public School Facility Bonds
f) View District Website – Highlight NUSD Construction Projects/Bid Information
g) Measure D Projects and Financial Update

V. ACTION ITEMS

- a) Approve August 22, 2016 Meeting Minutes
Moved by: _____ Seconded by: _____ Roll Call Vote: _____
- b) Assign Members to Standing Sub-Committees
Moved by: _____ Seconded by: _____ Roll Call Vote: _____
- c) Approve Project Audit Report: Lighting & Security (Fencing)
David Kawada, Margaret Mack
Moved by: _____ Seconded by: _____ Roll Call Vote: _____

VI. NEW BUSINESS

VII. FUTURE AGENDA ITEMS

- a) Receive and Review 2015-16 Performance Audit Report (January)
b) Review 2015-16 Annual Report (January)
c) Project Audits (STAR Academy, Westlake Charter)

VIII. ADJOURNMENT

Next Meeting: January 23, 2017

Note: Assistance for the Disabled: Please contact the Deputy Superintendent at (916) 567-5457 at least 24 hours before the scheduled Citizens' Bond Oversight Committee meeting to request disability-related accommodations in order to participate in the public Citizens' Bond Oversight Committee meeting held October 24, 2016 at the NUSD Leroy Greene Academy campus.

Natomas Unified School District
 General Obligation Bonds
 Citizens' Bond Oversight Committee

MEASURE D

Board Approved May 11, 2016

Committee Members:	Business Community	Senior Citizens	Taxpayers' Organization	Parent of NUSD Student	Parent and PTO Member	Community Member At-Large	Appointment by Board of Trustees	Tax Measure Voting Rights
1 Allen, Hur-Khan				X	X	X	2013 June 12	D
2 Kawada, David				X		X	2013 June 12	D
3 Lopez, Anita				X		X	2014 Sept. 10	D
4 Mack, Margaret		X				X	2013 June 12	D
5 McDonagh, Tom				X		X	2011 April 11	M & D
6 Moreno, Robert			X			X	2016 May 11	D
7 Pelczar, Nathaniel						X	2014 Sept. 10	D
8 Slay, Jennifer				X		X	2010 April 13	M & D
9 Stern, Eric				X		X	2013 June 12	D

Terms - Expiration Dates

	FIRST	SECOND	THIRD
1 Allen, Hur-Khan	March 2015	March 2017	March 2019
2 Kawada, David	March 2015	March 2017	March 2019
3 Lopez, Anita	March 2016	March 2018	March 2020
4 Mack, Margaret	March 2015	March 2017	March 2019
5 McDonagh, Tom	March 2014	March 2016	March 2018
6 Moreno, Robert	March 2018	March 2020	March 2022
7 Pelczar, Nathaniel	March 2016	March 2018	March 2020
8 Slay, Jennifer	March 2013	March 2015	March 2017
9 Stern, Eric	March 2015	March 2017	March 2019

NATOMAS UNIFIED SCHOOL DISTRICT

Citizen's Bond Oversight Committee 2006 Measure "D" Financial Report

Measure D Funding

Local Bond Fund 21 Resource 9357

Data as of 9/30/2016

Starting Balance	
Issue#1	\$60,000,000.00
Issue#2	\$54,999,998.95
Future Issuance	\$30,500,000.00
	\$145,499,998.95
Reduced does not include issuance #3 interest	\$7,594,488.00
Total Projected Funding	\$153,094,486.95

Total Measure D Allocation October 14, 2015	\$150,168,316.27
Unallocated Project Fund Balance	\$2,926,170.68

Measure D: Open Projects

Project Number	Description	10-14-15 Board Approved Allocation	Current Year to Date Spending	Total Project Expenditures	Project Balance
aa	Annual Independent Audit	\$233,780.00		\$123,765.00	\$110,015.00
bb	Cost of Issuance	\$1,328,536.05	\$0.00	\$1,341,368.41	-\$12,832.36
cc	Bannon Creek Conversion	\$7,755,431.05	\$505,263.83	\$7,033,316.64	\$722,114.41
dd	Playground Improvements	\$1,764,441.50		\$764,441.50	\$1,000,000.00
ee	Project Management	\$896,650.00	\$0.00	\$42,805.08	\$853,844.92
216	West Lakeside Site Acquisition	\$1,479,115.10	\$38,681.47	\$1,038,837.52	\$440,277.58
hhh	Westlake Charter K-8 Campus	\$1,557,500.00	\$0.00	\$1,557,500.07	-\$0.07
jjj	Star Academy new Campus	\$1,100,000.00	\$0.00	\$1,100,000.00	\$0.00
ggg	Security Systems	\$4,378,907.00		\$1,186,414.31	\$3,192,492.69
207D	Security Cameras		\$5,625.00	\$5,793.19	
	Security Fencing			\$0.00	
203	Fencing Phase I		\$0.00	\$152,115.00	
204	Fencing Phase II		\$0.00	\$152,539.24	
205	Fencing Phase III		\$640.00	\$215,179.12	
206	Fencing Phase IV		\$165,115.70	\$165,115.70	
gg	NHS Alarm Systems	\$327,290.00	\$0.00	\$283,627.14	\$43,662.86
hh	Tech Refresh-computer/support infrastructure	\$6,039,874.00	\$0.00	\$6,046,284.52	-\$6,410.52
mm	Buses and Service Vehicles	\$250,000.00			\$250,000.00
	Total Open Projects	\$27,111,524.70	\$715,326.00	\$21,209,102.44	\$6,593,164.51

Measure D: Future Projects

Project Number	Location	10-14-15 Board Approved Allocation	Current Year to Date Spending	Total Project Expenditures	Project Balance
ii	Yearly Independent Audit	\$24,000.00		\$0.00	\$24,000.00
jj	Cost of Issuance and Yearly FA Fees	\$900,000.00		\$0.00	\$900,000.00
kk	Preschool Facilities	\$3,994,761.47		\$0.00	\$3,994,761.47
ll	School Conversions	\$21,914,568.95		\$0.00	\$21,914,568.95
mm	Buses and Service Vehicles	\$250,000.00		\$0.00	\$250,000.00
	Total Future Projects	\$27,083,330.42	\$0.00	\$0.00	\$27,083,330.42

Measure D: Completed Projects

Project Number	Location	10-14-15 Board Approved Allocation	Current Year to Date Spending	Total Project Expenditures	Project Balance
a	Heron K-8 Conversion	\$1,638,009.63		\$1,638,009.63	\$0.00
b	H Allen Hight ES	\$8,723,172.35		\$8,723,172.35	\$0.00
c	H Allen Hight MS	\$11,181,968.36		\$11,181,968.36	\$0.00
d	Natomas Charter School Gym	\$2,469,891.70		\$2,469,891.70	\$0.00
e	Westlake Charter Site Relocation	\$1,769,895.16		\$1,769,895.16	\$0.00
f	2005 COP	\$62,915,193.76		\$62,915,193.76	\$0.00
g	NHS Athletic Field and Track	\$2,898,359.02		\$2,898,359.02	\$0.00
h	IHS Athletic	\$2,785,559.09		\$2,785,559.09	\$0.00
i	Shade Structures	\$62,251.63		\$62,251.63	\$0.00
j	District Wide Wireless	\$396,329.92		\$396,329.92	\$0.00
k	Natomas Charter School Theater	\$328,735.00		\$328,735.00	\$0.00
l	Natomas Charter Portables	\$25,000.00		\$25,000.00	\$0.00
m	Safe Routes to School	\$764,750.00	\$0.00	\$714,749.57	\$50,000.43
n	Preschool Facilities	\$5,238.53		\$5,238.53	\$0.00
o	Northborough II	\$9,107.00		\$9,107.00	\$0.00
	Total Closed Projects	\$95,973,461.15	\$0.00	\$95,923,461	\$50,000
Grand Totals		\$150,168,316.27	\$715,326.00	\$117,132,563	\$33,726,495

Notes: 1) City of Sacramento refunded funds for this project

NATOMAS UNIFIED SCHOOL DISTRICT

Citizen's Bond Oversight Committee 2006 Measure "D" Financial Report

Measure D Funding

Local Bond Fund 21 Resource 9357

Data as of 6/30/2016

Starting Balance	
Issue#1	\$60,000,000.00
Issue#2	\$54,999,998.95
Future Issuance	\$30,500,000.00
	\$145,499,998.95
Reduced does not include issuance #3 interest	\$7,594,488.00
Total Projected Funding	\$153,094,486.95
Total Measure D Allocation October 14, 2015	\$150,168,316.27
Unallocated Project Fund Balance	\$2,926,170.68

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bb	Cost of Issuance	\$1,328,536.05	\$13,622.08	\$1,341,368.41	-\$12,832.36
cc	Bannon Creek Conversion	\$7,755,431.05	\$442,621.76	\$6,528,052.81	\$1,227,378.24
dd	Playground Improvements	\$1,764,441.50		\$764,441.50	\$1,000,000.00
ee	Project Management	\$896,650.00	\$0.00	\$42,805.08	\$853,844.92
216	West Lakeside Site Acquisition	\$1,479,115.10	\$81,207.00	\$1,000,156.05	\$478,959.05
hhh	Westlake Charter K-8 Campus	\$1,557,500.00	\$1,054,987.00	\$1,557,500.07	-\$0.07
jjj	Star Academy new Campus	\$1,100,000.00	\$149,129.07	\$1,100,000.00	\$0.00
ggg	Security Systems	\$4,378,907.00		\$1,015,033.61	\$3,363,873.39
207D	Security Cameras		\$168.19	\$168.19	
	Security Fencing			\$0.00	
203	Fencing Phase I		\$152,115.00	\$152,115.00	
204	Fencing Phase II		\$152,539.24	\$152,539.24	
205	Fencing Phase III		\$214,539.12	\$214,539.12	
206	Fencing Phase IV			\$0.00	
	Safety Lighting Moved to Measure J				
gg	NHS Alarm Systems	\$327,290.00	\$66,779.50	\$283,627.14	\$43,662.86
	Tech Refresh-computer/support infrastructure	\$6,039,874.00	\$406,410.67	\$6,046,284.52	-\$6,410.52
mm	Buses and Service Vehicles	\$250,000.00			\$250,000.00
	Total Open Projects	\$27,111,524.70	\$2,734,118.63	\$20,322,395.74	\$7,308,490.51

Measure D: Future Projects

Project Number	Location	10-14-15 Board Approved Allocation	Year to Date Spending	Total Project Expenditures	Project Balance
ii	Yearly Independent Audit	\$24,000.00		\$0.00	\$24,000.00
	Cost of Issuance and Yearly FA				
jj	Fees	\$900,000.00		\$0.00	\$900,000.00
kk	Preschool Facilities	\$3,994,761.47		\$0.00	\$3,994,761.47
ll	School Conversions	\$21,914,568.95		\$0.00	\$21,914,568.95
mm	Buses and Service Vehicles	\$250,000.00		\$0.00	\$250,000.00
	Total Future Projects	\$27,083,330.42	\$0.00	\$0.00	\$27,083,330.42

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e	Westlake Charter Site Relocation	\$1,769,895.16		\$1,769,895.16	\$0.00
f	2005 COP	\$62,915,193.76		\$62,915,193.76	\$0.00
g	NHS Athletic Field and Track	\$2,898,359.02		\$2,898,359.02	\$0.00
h	IHS Athletic	\$2,785,559.09		\$2,785,559.09	\$0.00
i	Shade Structures	\$62,251.63		\$62,251.63	\$0.00
j	District Wide Wireless	\$396,329.92		\$396,329.92	\$0.00
k	Natomas Charter School Theater	\$328,735.00		\$328,735.00	\$0.00
l	Natomas Charter Portables	\$25,000.00		\$25,000.00	\$0.00
m	Safe Routes to School	\$764,750.00	\$12,030.80	\$714,749.57	\$50,000.43
n	Preschool Facilities	\$5,238.53		\$5,238.53	\$0.00
o	Northborough II	\$9,107.00		\$9,107.00	\$0.00
	Total Closed Projects	\$95,973,461.15	\$12,030.80	\$95,923,461	\$50,000
Grand Totals		\$150,168,316.27	\$2,746,149.43	\$116,245,856	\$34,441,821

Notes: 1) City of Sacramento refunded funds for this project

Citizens' Bond Oversight Committee – Measure D

Education Center, Board Room
1901 Arena Boulevard, Sacramento

Monday, August 22, 2016 – 6:30 PM

MINUTES - draft

I. ROLL CALL

Present

	<u>Committee Members</u>		<u>Staff</u>
	David Kawada	Margaret Mack	William C. Young
	Nathanial Pelczar	Jennifer Slay	Paul Anderson
		Eric Stern	Vina Guzman
			Brenda Monson
			Jennifer Mellor
Absent:	H.K. Allen	Anita Lopez	
	Tom McDonagh	Manpreet Narwal	Mark Covington

Meeting called to order by Vice Chair, Eric Stern at 6:30 p.m. with 4 members in attendance. Nate Pelczar arrived at 6:34; quorum established a quorum with 5 members in attendance.

II. COMMUNICATIONS

a) Welcome/Introductions

Bill Young introduced Robert (Bob) Moreno, recently approved by the Board, as newest member of the committee representing the Tax Payer Association. Jennifer Slay invited a friend (Randall) from the Natomas community to the next CBOC meeting and asked him to consider becoming a member. Eric Stern just came from the new STAR Academy campus and said that classrooms are ready for start of school this Wednesday.

III. PUBLIC COMMENTS - none

IV. INFORMATION ITEMS

a) Committee Membership

Bill Young thanked Bob Moreno for joining the committee and reported that the District continues to advertise to fill the remaining vacancy for a member to represent the business community. More members are welcome. Please encourage interested friends/community members to apply.

b) Measure D Projects and Financial Update

Paul Anderson provided the following information relating to project activity and the financial update.

The security fencing project was completed for school entry safety. The Westlake Charter School project is under construction and NCS STAR project is almost complete. The only

room at STAR that will not be available on the first day of school will be MPR. It will be delivered at the beginning of September. The STAR site is substantially complete, the charter can occupy the buildings and use for its intended purposes; the playgrounds passed inspection. Tech Refresh almost complete. Staff met with the bond auditors to confirm we are processing correctly. Bill Young inserted that Vina Guzman (Director of Budget & Accounting) is working with auditors directly, and the auditors will be in the District office August 31 and Sept 1. Eric Stern asked if the main D project is security, Paul Anderson confirmed and included the STAR and Westlake Charter School projects, along with the newly starting Security Camera project. Paul Anderson informed the committee that the 2015-16 year financial books have not closed, adding that the financial reporting is not 100% final. At the next committee meeting the reporting will be final for the fiscal year 15-16. Bill Young added that some of the projects are dual funded, by both D and J and they will not be finishing for some time.

Jennifer Slay inquired what the difference was between open and future projects, Paul Anderson explained that an open is being working on, and a future project is something we *plan* to do. Bill Young reported that an aquatics center the City is interested in adding is adjacent to Inderkum HS; we are in conversation with the city to see how we can partner on this project.

Eric reminded the committee that at the last meeting we changed the practice of assigning projects to be audited as they finished. The establishment of standing sub-committees will help keep the flow. There are projects the standing sub-committees can get started on. On Page 3 of meeting packet a list of assignments and committees is included. There are 8 standing sub-committees, a separate committee for Bannan Creek projects and the two charters school projects are a combined committee.

c) Standing Sub-Committees (Member Appointments)

It was suggested to add a member to the charter school committee. Jennifer Slay suggested that an extra person be assigned to standing sub-committees that have members who attend infrequently. Bob Moreno joined the Bannan, Charter and Finance standing sub-committees. Eric Stern suggested the committees meet a few times off line in addition to regular meetings. The school bus committee assignment will be revisited at the next meeting.

d) Standing Sub-Committees (Project Review Timelines)

The two Charter schools have expended measure D allocation. These audits can be completed by the October meeting. Security Fencing project audit can be completed by the October meeting. (Jennifer Slay pointed out that the remaining Lighting portion of this project falls under Measure J.). Jennifer Slay recalled that the last Bannan Creek project audit was for the underground work several years ago. Eric Stern suggested keeping an eye on the BC project progress in the upcoming months. Project Status Report list has a new format to incorporate the addition of standing sub-committees. (The list of project descriptions will be edited by the next meeting to make necessary corrections to project names.)

V. ACTION ITEMS

a) Approve Meeting Minutes for April 25, 2016: David Kawada moved to approve amended minutes. Motion seconded by Margaret Mack. Motion passed 5-0. (Edit will be made to correct Anita Lopez last name on page 3 of minutes.)

VI. NEW BUSINESS

Some future meetings will be held at school locations to get a look at the finished work on projects funded by the bond measures. Staff will work with Chairman Stern and notify the committee of meeting location. Staff will work with committee members to schedule the project audits before the next meeting.

VII. FUTURE COMMITTEE AGENDA ITEMS

- a) **Project Audits: Charter Schools and Lighting/Security Fencing**
- b) **Standing Sub-Committees (project activity assignments)**
- c) **Standing Sub-Committees (member appointments)**

VIII. ADJOURNMENT

Meeting adjourned at 7:12 p.m.; next meeting is October 24, 2016.

Measure D Standing Sub-Committees

Open Projects	Project No.	Member 1	Member 2	Member 3
Annual Report		Nate Pelczar	Tom McDonagh	
Audit	aa	David Kawada	Nate Pelczar	Margaret Mack
Bannon Creek Conversion	cc	Nate Pelczar	HK Allen	Bob Moreno
Charter Schools	hhh jjj	Anita Lopez	Jennifer Slay	Bob Moreno
Finance		Eric Stern	Anita Lopez	Bob Moreno
Lighting, Security & Fencing	203, 204, 205, 206 207d	David Kawada	Margaret Mack	
Playground & School Bus	dd mm	HK Allen	Jennifer Slay	
Technology	hh	David Kawada	Margaret Mack	Eric Stern

Citizens' Bond Oversight Sub Committee Project Audit Report

Project: D-203, 204, 205, 206: Security Fencing, Phases 1-4

Site Inspection Date: 10/11/16

Records Inspection Date: 10/11/16

Project Summary:

Security fencing was constructed on various school sites paid for with funds from the Measure D bond.

The four phases of the security fencing project included:

Phase 1

- Discovery High - chain link fencing around back of campus
- Natomas High – wrought iron by pool area and San Juan driveway, chain link by tennis courts

Phase 2

- American Lakes – chain link across back field
- Witter Ranch – chain link around hardscape from trash enclosure to park
- Leroy Greene Academy – chain link between hardscape and playfields

Phase 3

- Natomas Park – front entry fencing into office and side fencing by MPR
- H Allen Hight – front fencing along kindergarten wall of classrooms
- American Lakes – front fencing around corner grass area
- Witter Ranch – front fencing along MPR
- Two Rivers– front entry fencing into office
- Heron – front entry fencing into office

Phase 4

- Bannon Creek – front entry fencing into office with lobby relocation

Citizens' Bond Oversight Sub Committee Project Audit Report

Phase 4 is not fully complete in that there is still an amount owed of \$8,050. Staff states that this final payment will be issued 30 days from October 20, 2016.

Site Inspection:

In the NUSD office, I viewed photographs of completed security fencing installed on various campuses.

Records Inspection:

I reviewed invoices from fiscal years 14/15, 15/16, and 16/17 for all 4 phases of the security fencing project. The total expenditures during those 3 years was \$764,252. I inspected invoices totaling \$455,645. Invoices included those from Nacht & Lewis (Architect), Roebbelin Contracting (Fence Construction), Sacramento Bee (Legal Notice), A.P. Construction (Construction Inspector), Crusader Fence (Fence Construction), and Atkinson, Andelson, Loya, Ruud & Romo (Legal). All invoices reviewed were appropriately charged to the project and measure D funding.

Respectfully submitted,

**Standing Sub-Committee
Measure D
NUSD Citizens' Bond Oversight Committee**

David Kawada

Margaret Mack