



**Buena Park School District
School Safety, Modernization & Repair Measure (Measure "B")
Citizens' Oversight Committee (COC)
2016 Annual Report**

March 27, 2017

To the Board of Education and residents of the Buena Park School District:

The Measure "B" Citizens' Oversight Committee (COC) is pleased to present its second annual report. This annual report covers the activities of the COC during the 2016 calendar year.

- On June 3, 2014, the voters of the Buena Park School District approved by 66.9% Measure "B" which authorized the issuance of up to \$71,000,000 in general obligation bonds. On September 25, 2014, the District issued 2014 Series A and B bonds in the amount of \$19,240,000 and \$1,830,000, respectively.
- Series A bonds are to be utilized to fund construction and infrastructure projects while Series B bonds, with a maturity of three years, will fund short term, technology assets such as iPads.
- On April 27, 2016, the District issued a bond anticipation note (BAN) in the amount of \$4,165,000 to ensure sufficient funding to complete Summer 2016 projects (primarily Buena Park Junior High Modernization & Gordon H. Beatty Elementary Seismic Upgrade projects).
- The above BAN will be repaid with proceeds from the second issuance of general obligation bonds anticipated for issuance in the May-June 2017 timeframe. Remaining proceeds from the second issuance will be utilized to pay for projects such as the Carl E. Gilbert & James A. Whitaker modernization projects.
- This report will be presented to the Buena Park School District (BPSD) Board of Education at its regular Board meeting on March 27, 2017 and covers the activities of the committee from January through December 2016.
- Please note that the COC's role is to oversee use of bond proceeds and expenditures, review audit reports, and ensure that spending is consistent with Measure "B" guidelines.
- During the twelve (12) month period covered by this report, the COC held two (2) regular meetings and also accompanied the Board of Education on an optional tour of all of the

District's facilities and physically viewed the construction undertaken using Measure "B" funds.

- The COC officers are as follows: President (Ms. Frannie Donoghue), Vice-President (Mr. Alan McAuley), and Secretary (Ms. Cindy Brozzoski).
- COC committee members
 - In calendar year 2016, four (4) committee members (Kimberly Kim, Edna Fortin Pabros, Glenn Sheek, and Jean Somphone) submitted their resignations.
 - At the September 26, 2016 Board of Education meeting, the Governing Board authorized the re-appointment of all remaining committee members for a second, two-year term
 - At the December 12, 2016 Board of Education meeting, the Governing Board appointed three new committee members to a two-year term. They are as follows: Marvin Aceves, Tharwa Ahmad, and L. Carole Jensen.
- At each of the regular meetings, the Committee reviewed and obtained project updates on the bond program.
- On March 27, 2017, the District's independent auditing firm (Christy White Associates) will attend a regular meeting of the BPSD Board of Education to present and review the Measure "B" performance and financial audit.

Audits

The independent auditing firm of Christy White Associates has completed a performance audit and a financial audit for the past fiscal year. The audits covered Fiscal Year 2015-16 for Measure "B" bond activities from July 1, 2015 through June 30, 2016.

On March 9, 2017, the COC received, reviewed and discussed the audit report with representatives from the audit firm. Christy White Associates specifies the following with respect to their audit:

- The financial statements reflected in the audit fairly presents, in all material respects, the respective financial position of the Buena Park School District's Measure "B" Bond Building Fund.
- The proceeds of the sale of the Measure "B" bonds were only used for the purposes set forth in the Measure "B" ballot language and not for any other purpose, such as teacher and administrative salaries.
- For contracts subject to bidding requirements, requirements as stipulated by District and/or California Public Contract Code were followed and contracts were awarded to the lowest responsible bidder.
- There were no irregularities or findings related to the financial and performance audits performed for the Buena Park School District.

Financial Summary

REVENUES

| | |
|---|---------------|
| Interest income | \$ 55,807 |
| Net increase in fair value of cash in county treasury | 134 |
| Other local | <u>500</u> |
| Total revenues | <u>56,441</u> |

EXPENDITURES

| | |
|---------------------------------------|-------------------|
| Plant services | 49,749 |
| Facility acquisition and construction | 11,908,478 |
| Debt service - issuance costs | <u>148,960</u> |
| Total expenditures | <u>12,107,187</u> |

Excess (deficiency) of revenues over/(under) expenditures (12,050,746)

OTHER FINANCING SOURCES (USES)

| | |
|--|------------------|
| Proceeds from long-term debt | 4,165,000 |
| All other financing sources | <u>115,954</u> |
| Total other financing sources and uses | <u>4,280,954</u> |

NET CHANGE IN FUND BALANCE (\$7,769,792)

Fund balance, July 1, 2015 \$14,373,935

Fund Balance, June 30, 2016 \$ 6,604,143

| EXPENDITURES BY PROJECT: (through June 30, 2016) | Amount |
|--|---------------------|
| Remove existing damaged carpet & pad (Whitaker front office) | \$ 5,022 |
| Paint wall (Emery P-8 & P-10) | 1,600 |
| Trane A/C Replacement Units/Equipment (Corey) | 28,606 |
| Seismic (Beatty) | 511,483 |
| WAN/WLAN Installation (7 schools/District Office [DO]) | 899,760 |
| WAN/WLAN Network Equip. (7 schools/DO) & Consult./Design Services | 201,018 |
| Roof Replacements (Pendleton, BPJH, DO) | 392,145 |
| Security Fencing (Gilbert) | (35,414) |
| Hazardous Materials Abatement (Beatty) | 213,589 |
| Rubberized Playground Surfaces (7 schools) | 699,049 |
| Modernization (Emery & Pendleton) | 4,718,579 |
| Seismic (Corey) | 1,021,318 |
| HVAC Upgrade (Beatty) | 594,689 |
| Modernization (BPJH) | 22,174 |
| Support VOIP Phone Cutovers (Beatty, Corey, Gilbert, Whitaker, BPJH, DO) | 9,688 |
| iPad Rollout | 1,650,723 |
| DSA Fees | 34,906 |
| Construction Document Estimates (BPJH & Whitaker Modernization) | 12,800 |
| Inspections | 153,857 |
| Testing | 76,253 |
| Printing/Copying | 1,137 |
| Design Fees | 419,282 |
| Program Manager/Construction Manager Fees | 277,380 |
| Bond Anticipation Note Cost Issuance & Underwriter | 148,960 |
| Audit Fees | 7,000 |
| Legal Fees | 27,439 |
| Bank Fees | 14,143 |
| Total Expenditures | <u>\$12,107,187</u> |

In addition to the audit, attached is a status update of the bond projects that the Buena Park School District has or is undertaking as well as projects completed in prior years.

Project Status as of March 27, 2017

2016 - Completed Projects

Buena Park Junior High School Modernization Project

- Construction is 100% complete.
- Scope of work included full modernization of thirty-six (36) permanent classrooms including six (6) science rooms. Above classrooms were equipped with 21st Century technology which includes, amongst other things, projectors (interactive projectors for permanent classrooms), 70” displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site was also outfitted with a new phone/clock/bell system as well as with security alarm and camera systems.
- The Division of the State Architect (DSA) has certified this project as 100% complete.

Gordon H. Beatty Elementary Seismic Upgrade Project

- Construction is 100% complete.
- Project scope called for a seismic upgrade to meet the latest Division of the State Architect (DSA) code requirements for the Beatty primary building (i.e., Building “B”) which in addition to the multi-purpose room and cafeteria houses sixteen (16) classrooms.
- As part of this project, a new roof was installed and solar tubes were installed for day-lighting purposes in the classrooms.
- Project close-out with the Division of the State Architect (DSA) is underway.

iPad Roll-out for Grades 7-8 (District-wide)

- Distribution of one to one student devices (i.e., iPads) for Grades 7-8 is 100% complete.
- 1,175 iPads were issued to all students in Grades 7-8. With parent authorization, students are able to take their iPads home with them.

New Phone System Project (at 4 school sites and the District Office)

- This project is 100% complete.
- Project entailed pulling cable and installing new Voice over IP (VOIP) phones at the four (4) school sites that have not yet been modernized and at the District Office.
- The four (4) school sites are: Gordon H. Beatty Elementary, Arthur F. Corey Elementary, Carl E. Gilbert Elementary, and James A. Whitaker Elementary.
- This project will safeguard the District’s students and staff by providing reliable phones in the event of an emergency.

2016 - Construction in Progress

Carl E. Gilbert Elementary School Modernization Project

- Construction work to modernize Carl E. Gilbert Elementary School and James A. Whitaker Elementary School were combined into one bid to increase contractor interest in these projects.
- The Governing Board awarded the bid to Scorpio Enterprises, Inc. at its March 27, 2017 Board meeting.
- Scope of work at Carl E. Gilbert Elementary includes modernizing thirty-one (31) permanent classrooms and one (1) portable classroom. Above classrooms are to be equipped with 21st Century technology which includes, amongst other things, projectors (interactive projectors for permanent classrooms), 70” displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site will also be outfitted with a new clock/bell system as well as with security alarm and camera systems.
- The project is preliminarily slated for completion by August 1, 2017.

James A. Whitaker Elementary School Modernization Project

- Construction work to modernize Carl E. Gilbert Elementary School and James A. Whitaker Elementary School were combined into one bid to increase contractor interest in these projects.
- The Governing Board awarded the bid to Scorpio Enterprises, Inc. at its March 27, 2017 Board meeting.
- Scope of work at James A. Whitaker Elementary includes modernizing twenty-three (23) permanent classrooms and three (3) portable classrooms. Above classrooms are to be equipped with 21st Century technology which includes, amongst other things, projectors (interactive projectors for permanent classrooms), 70” displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site will also be outfitted with a new clock/bell system as well as with security alarm and camera systems.
- The project is preliminarily slated for completion by August 1, 2017.

Re-roofing of Select Buildings Project

- The Governing Board awarded the bid to re-roof six (6) roofs at Carl E. Gilbert Elementary to Letner Roofing Company at its March 27, 2017 Board meeting.
- The six (6) buildings at Carl E. Gilbert Elementary encompass eighteen (18) classrooms.

Future Projects Under Development

Gordon H. Beatty Elementary School Modernization Project

- Construction drawings to modernize this school is currently in process. Once completed, the construction drawings will be submitted to the Division of the State Architect (DSA) for required approvals.
- Plans calls for the site to be modernized in the summer of 2018. Due to the number of classrooms and the complexity of construction work, this project may extend past the summer months. Further analysis is on-going.
- Scope of work includes modernizing thirty-six (36) permanent classrooms. Above classrooms are to be equipped with 21st Century technology which includes, amongst other things, projectors (interactive projectors for permanent classrooms), 70” displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site will also be outfitted with a new clock/bell system as well as with security alarm and camera systems.

Arthur F. Corey Elementary School Modernization Project

- Construction drawings to modernize this school is currently in process. Once completed, the construction drawings will be submitted to the Division of the State Architect (DSA) for required approvals.
- Plans calls for the site to be modernized in the summer of 2018.
- Scope of work includes modernizing twenty-four (24) permanent classrooms. Above classrooms are to be equipped with 21st Century technology which includes, amongst other things, projectors (interactive projectors for permanent classrooms), 70” displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site will also be outfitted with a new clock/bell system as well as with security alarm and camera systems.

Projects Completed in Prior Years

Mabel L. Pendleton Elementary Modernization Project

- Construction is 100% complete.
- Scope of work included full modernization of sixteen (16) permanent classrooms and four (4) portable classrooms. Above classrooms were equipped with 21st Century technology which included, amongst other things, projectors (interactive projectors for permanent classrooms), 70" displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site was also outfitted with a new phone/clock/bell system as well as with security alarm and camera systems. Additionally, the site administration office was refurbished with new furniture, flooring, tack board walls and ceilings.
- Project close-out with the Division of the State Architect (DSA) is underway.

Charles G. Emery Elementary Modernization Project

- Construction is 100% complete.
- Scope of work included modernizing twenty (20) permanent classrooms and eight (8) portable classrooms. Above classrooms were equipped with 21st Century technology which included, amongst other things, projectors (interactive projectors for permanent classrooms), 70" displays, control units, amplified sound system, Apple TV, wall writer board, and new furniture, flooring, tack board walls, and ceilings. The site was also outfitted with a new phone/clock/bell system as well as with security alarm and camera systems. Additionally, the site administration office was refurbished with new furniture, flooring, tack board walls and ceilings.
- Project close-out with the Division of the State Architect (DSA) is underway.

Wide Area Network (WAN) / Wireless Local Area Network (WLAN) Installation Project

- Construction is 100% complete.
- Scope of work included (a) Installation of campus-wide Wi-Fi at all seven (7) school sites and at the District Office, (b) Expanded network/internet access district-wide, (c) Installation of new server infrastructure district-wide including a data backup center, and (d) Installation of school site MDF equipment.

iPad Roll-out for Grades 4-6 (District-wide)

- Distribution of one to one student devices (i.e., iPads) for Grades 4-6 is 100% complete.
- 1,750 iPads were issued to all students in Grades 4-6. With parent authorization, students are able to take their iPads home with them.
- A Mobile Device Management system (MDM) was also purchased to manage student devices and applications.
- Preliminary plans call for iPads for Grades 7-8 to be issued in August 2016.

Gordon H. Beatty Elementary Heating, Ventilation and Air Conditioning (HVAC) System Replacement Project

- Construction is 100% complete.
- This HVAC unit provides cooling and heating for twenty-four (24) classrooms plus the auditorium and cafeteria housed in the Beatty Elementary primary building and kindergarten complex.
- The unit was well past the end of its useful life.

Rubberized Playground Surfaces Project

- Construction is 100% complete.
- Previously all six (6) elementary school sites had playground surfaces (i.e., the area under playground equipment and swings) filled with wood chips.
- Fifteen (15) playgrounds were resurfaced with rubberized surfaces and now all playground areas district-wide have these surfaces.
- Rubberized surfaces increase student safety and functionality.
- This project was identified as a top priority by District stakeholders.

Carl E. Gilbert Elementary Fencing Project

- Construction is 100% complete.
- Scope of work called for installation of 820 feet of wrought iron fence along the North perimeter of the Gilbert Elementary campus.
- This fence separates the school site from the City park and serves to safeguard the District's students, staff and campus.

Re-roofing of Select Buildings Project

- Construction is 100% complete.
- Five (5) buildings at Buena Park Junior High School, two (2) buildings at Mabel L. Pendleton Elementary, and a portion of the District Office roof (to safeguard servers utilized for the District's WAN/WLAN) were re-roofed.
- The five (5) buildings at Buena Park Junior High School encompass fifteen (15) classrooms while the two (2) buildings at Pendleton Elementary encompass eight (8) classrooms.

Arthur F. Corey Elementary Seismic Upgrade Project

- Construction is 100% complete.
- Project scope called for a seismic upgrade to meet the latest Division of the State Architect (DSA) code requirements for the Corey library building which in addition to the library houses six (6) classrooms and two (2) staff offices.
- As part of this project, a new roof was installed, solar tubes were installed for day-lighting purposes, new carpet installed in the library portion of the building, all interior walls painted, and a wheelchair lift was installed to enhance accessibility to the raised area of the library.

For more detailed information, please see the Citizen's Oversight Committee website at <http://www.bpsd.k12.ca.us/District/FacPrgCC.aspx>

The Buena Park School District has conducted an annual, independent financial audit of proceeds and use of Measure “B” funds. Bond proceeds were only used for the purposes set forth in the Measure “B” ballot language and not for any other purpose, such as teacher and administrative salaries. The auditors noted no irregularities or findings related to the financial and performance audits performed for the Buena Park School District.

Citizens' Oversight Committee Members (as of March 27, 2017)

| <u>Name</u> | <u>Position</u> | <u>Term</u> |
|------------------|-----------------|---------------------|
| Frannie Donoghue | President | September 2016-2018 |
| Alan McAuley | Vice-President | September 2016-2018 |
| Cindy Brozzoski | Secretary | September 2016-2018 |
| Marvin Aceves | Member | December 2016-2018 |
| Tharwa Ahmad | Member | December 2016-2018 |
| Kenneth Anderson | Member | September 2016-2018 |
| Tamra Banks | Member | September 2016-2018 |
| Mary Fuhrman | Member | September 2016-2018 |
| L. Carole Jensen | Member | December 2016-2018 |

Respectfully,

Frannie Donoghue
President, Citizens' Oversight Committee