

LEMON GROVE SCHOOL DISTRICT
Regular Meeting of the Independent Citizens' Oversight Committee

Lemon Grove School District
District Office
8025 Lincoln Street
Lemon Grove, California 91945

March 22, 2017

5:00 p.m.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Governing Board, please contact the office of the District Superintendent at (619) 825-5600. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability. Notification 72 hours prior to the meeting for Spanish translation services at the Board meeting may also be requested by contacting (619) 825-5600. (Si requiere servicio de traducción a español para la junta de la mesa directiva, necesita solicitar estos servicios 72 horas antes de la junta. Favor de llamar 619-825-5600.)

1. OPENING FUNCTIONS

- a. **Call to Order**
- b. **Pledge of Allegiance**
- c. **Approval of Agenda**
- d. **Approval of the Minutes of the Regular Meeting of September 22, 2016** **Action**
(pp. 2-3) **Action**

2. HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA

Citizens wishing to address the Independent Citizens' Oversight Committee on an agenda item are asked to fill out a card and submit it to the Assistant Superintendent of Business Services

- 3. **BOND AUDIT BY WILKINSON, HADLEY, KING & CO. LLP (Wilkinson)** **Information**
(separate document)
- 4. **PROJECT UPDATES (Felix/Bidnick)** **Information**
- 5. **PROPOSITION W AND MEASURE R GENERAL OBLIGATION BOND EXPENDITURE REPORT (Flores) (pp. 4-8)** **Action**
- 6. **ESTABLISH COMMITTEE MEMBERS TO PREPARE ANNUAL REPORT AS SPECIFIED IN THE ICOC BYLAWS SECTION 3.(3.2) (Pettis)** **Action**
- 7. **FUTURE MEETINGS** **Information**
 - **Wednesday, April 19, 2017 at 5 p.m.**
- 8. **ITEM(S) FOR SUBSEQUENT MEETING**
- 9. **ADJOURNMENT**

Lemon Grove School District

Official Minutes of the Independent Citizens' Oversight Committee Meeting – September 22, 2016

Lemon Grove Academy (Middle) – Training Room, 7866 Lincoln Street, Lemon Grove, CA 91945

CALL TO ORDER – The Chair called the regular meeting of the Independent Citizens' Oversight Committee of the Lemon Grove School District to order at 5:02 p.m.

Committee Members Present: Gonyea, Hanning, Miller*, Pettis, Selby, Shaw

*Note: Member Miller arrived at 5:12 p.m.

Committee Members Absent: Baber, Demaree

Official Board Representative: Larry Loschen

Staff Members Present: Bidnick, Potter, Williamson

Attorney Present: Dorward

PLEDGE OF ALLEGIANCE – Mr. Pettis (Chair) led the Pledge of Allegiance.

AGENDA - It was moved by Hanning, seconded by Selby to approve the agenda as presented. The motion was called for with the following results: Ayes – Gonyea, Hanning, Pettis, Selby, Shaw; Nays – none; Absent – Baber, Demaree, Miller. The motion carried.

MINUTES - It was moved by Selby, seconded by Shaw to approve the Minutes for the meeting of June 22, 2016 as presented. The motion was called for with the following results: Ayes – Gonyea, Hanning, Pettis, Selby, Shaw; Nays – none; Absent – Baber, Demaree, Miller. The motion carried.

HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA – None

ELECT ICOC VICE CHAIR – It was moved by Hanning, seconded by Gonyea to nominate Member Selby for Vice Chair. The motion was called for with the following results: Ayes – Gonyea, Hanning, Pettis, Selby, Shaw; Nays – none; Absent – Baber, Demaree, Miller. The motion carried.

GENERAL OBLIGATION BONDS EXPENDITURE REPORT – Gina Potter presented the expenditure report through August 31, 2016. She reviewed the Consolidated Budget Status Report and explained the numbering/lettering system. The following totals were highlighted: total budget of \$30,146,102; total commitments of \$25,277,193; percentage of budget committed of 83.8%; total remaining against budget of \$4,868,909; total expenditures of \$25,238,297; and percentage of budget spent of 83.7%.

The fiber optic cabling spreadsheet includes amounts scheduled for upgrading the CAT-5 cabling to CAT-6. The funds are sitting in the account awaiting E-Rate determination that could potentially greatly reduce the cost to the district. The Playground Equipment Expenditure Worksheet relates to the cost for Maintenance Technicians. The LGA Middle School STEM Conversion/Joint Use Library Expenditure Worksheet relates to audio/visual upgrades at Alvarez Auditorium which were approved by the Board in an amount of \$80,000. So far \$65,300 has been moved out of GO Bond funds, but this expenditure will eventually go up to the full \$80,000 approved.

Member Miller arrived at 5:12 p.m.

The Long-Range Facility Master Plan Expenditure Worksheet relates to the Long-Range Master Facility Plan and evaluating primary functions of the District's buildings, including a complete inventory and condition assessment. This will tie in with an Update Facilities Master Plan. The Safety & Security Expenditure Worksheet relates to front office improvements at San Miguel, which had a very low table in front office which did not allow for any separation from "customers." This project was intended to create a single point of entry, which has resulted in secretaries becoming the front line to all the public who enter. There are panic buttons installed. This worksheet also relates to fencing corrections being made at Vista La Mesa Academy.

The Prop W – Bond Management W Expenditure Worksheet relates to the following items: Colbi Account-Ability Software Licensing 2016; June 2016 Maintenance Assistant; Legal Services rendered through March 31, 2016; June 2016 Account/Bond Clerks; Financial Advisor Fee Annual Report for General Obligation Bonds; July 2016 Account/Bond Clerks; July 2016 Maintenance Assistant; Legal services rendered through June 30, 2016; August 2016 Maintenance Assistant; and August 2016 Account/Bond Clerks.

GENERAL OBLIGATION BONDS EXPENDITURE REPORT (CONTINUED) – Member Selby noted that the Series AA and the first series of EdTech Bonds (\$1 million) have been issued. The Board has not yet prioritized the spending projects for that \$1 million.

It was moved by Selby, seconded by Miller to approve the expenditure report as presented. The motion was called for with the following results: Ayes – Gonyea, Hanning, Miller, Pettis, Selby, Shaw; Nays – none; Absent – Baber, Demaree. The motion carried.

FUTURE MEETINGS – Member Pettis noted his displeasure regarding the ICOC meetings being switched to Thursdays. Dr. Potter explained that it could be due to meeting room availability. Member Selby noted that would not have chosen Thursdays either. Member Hanning suggested Wednesdays. It was suggested to move the meetings one day earlier on each occasion. It was moved by Hanning and seconded by Miller to change the future meeting dates from Thursday, March 23, 2017 and Thursday, April 20, 2017 to Wednesday, March 22, 2017 and Wednesday, April 19, 2017, respectively. The motion was called for with the following results: Ayes – Gonyea, Hanning, Miller, Pettis, Selby, Shaw; Nays – none; Absent – Baber, Demaree. The motion carried.

PROJECT UPDATES - Facilities Joint Powers Authority Project Manager Lance Bidnick reported that with the help of FMOT and Dr. Potter, quite a bit of work was accomplished over the summer using both bond project and deferred maintenance funds. The projects discussed by Mr. Bidnick included re-roofing at Monterey Heights Elementary (MH), Vista La Mesa Academy (VLMA), Mount Vernon Elementary (MV) and San Miguel (SM); sewer replacement at Lemon Grove Academy Elementary (LGAE) and San Altos Elementary (SA); paving projects at MH, MV, SA, SM and LGAE; STEM Auditorium modernization at LGAE; District Office Remodel to begin on November 21, 2016; lighting and HVAC projects at SA, SM and MV; solar replacement projects; plumbing repairs at MH; and modernization of domestic water at multiple sites.

Miller inquired regarding other funds that were chipped in on projects from Deferred Maintenance Fund. It was noted by Dr. Potter that these funds are not under the purview of the ICOC. The parking lot at SM was in bad shape. All existing asphalt was removed, as well as 18 inches of combination of base and soil. The project was so extensive that a civil engineer had to be involved. Member Selby inquired regarding runoff and storm water control during construction. Mr. Bidnick explained that the flow was not altered, and so monitoring was not required. Member Selby further inquired whether lead testing was performed. Mr. Bidnick explained that lead testing was not required for any of the projects being discussed herein. There was water testing done at VLMA at one time, and the results were negative. Member Selby inquired further regarding replacement of cast iron sewer mains and whether there was any structural damage observed, or if they were just clogged up. Mr. Bidnick explained that there was mild structural integrity impact, but the primary problem stemmed from root intrusion.

Member Gonyea inquired whether the District is considering converting lighting systems to LEDs. Mr. Bidnick explained that fluorescent more efficient and cost-effective. While Fluorescent tubes yield 40,000 hours of use, and LEDs yield 60,000 hours, even taking into account the initial cost and maintenance differentials, fluorescent is still the more cost-effective option.

ADJOURNMENT – It was moved by Selby and seconded by Miller to adjourn. The motion was called for with the following results: Ayes – Gonyea, Hanning, Miller, Pettis, Selby, Shaw; Nays – none; Absent – Baber, Demaree. The motion carried.

Meeting was adjourned at 5:39 p.m.

Chair

Account Technician

AccountAbility™

Budget Status Report

Budget vs. Commitments and Expenditures

Project Name	Budget		Commitments		Remaining Against Budget		Expenditures	
	Total Budget	% Budget Committed	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent	
(10W) CK - CNS Central Kitchen	1,183,000	98.1%	1,160,863	98.1%	22,137	1,160,863	98.1%	
(10W) Districtwide - Promethan Boards	69,000	80.1%	55,235	80.1%	13,764	55,235	80.1%	
(10W) Districtwide - Reconfiguration	7,534	100.0%	7,534	100.0%	0	7,534	100.0%	
(10W) Districtwide - Wireless Infrastructure	1,439,000	99.7%	1,435,113	99.7%	3,887	1,435,113	99.7%	
(10W) LGA - LGA DG Track	546,471	100.0%	546,471	100.0%	0	546,471	100.0%	
(10W) LGMS - Dental Clinic	35,000	98.3%	34,410	98.3%	590	34,410	98.3%	
(10W) LGMS - Network Electronics	47,890	85.5%	40,941	85.5%	6,949	38,948	80.7%	
(10W) MV - Dual Immersion MS Expansion	129,388	100.0%	129,387	100.0%	0	129,387	100.0%	
(10W) VLMA - Athletic Field	319,540	100.0%	319,539	100.0%	0	319,539	100.0%	
(10W) VLMA - Locker Rooms/Front Office	63,383	100.0%	63,383	100.0%	0	63,383	100.0%	
(11R) Districtwide - Playground Equipment	50,000	97.7%	48,869	97.7%	1,131	48,869	97.7%	
(11W) Districtwide - DW Shade Structures	20,000	100.0%	19,996	100.0%	4	19,996	100.0%	
(12W) Districtwide - Playground Equipment	791,718	99.9%	791,136	99.9%	582	788,548	99.6%	
(13R) Districtwide - Existing Solar Energy Photovoltaic Systems	560,000	100.0%	560,000	100.0%	0	560,000	100.0%	
(13W) Districtwide - Safety & Security(Gates,Fences,School Office Entrance)	472,141	97.8%	461,796	97.8%	10,345	461,796	97.8%	
(13W) Districtwide - Safety/Security Communications	6,991	100.0%	6,991	100.0%	0	6,991	100.0%	
(13W) Districtwide - Safety/Security Phone System Upgrade	83,885	97.9%	82,158	97.9%	1,727	82,158	97.9%	
(13W) GA - Safety/Security Fence	13,000	100.0%	13,000	100.0%	0	13,000	100.0%	
(13W) MV - Safety/Security Fence	14,979	100.0%	14,979	100.0%	0	14,979	100.0%	
(13W) SA - Safety/Security Playground	21,433	100.0%	21,433	100.0%	0	21,433	100.0%	
(13W) VLMA - Safety/Security Fence	4,074	100.0%	4,074	100.0%	0	4,074	100.0%	
(14W) COPs/Solar - Debt Repayment	4,263,259	100.0%	4,263,259	100.0%	0	4,263,259	100.0%	
(1R) Districtwide - Roofing	500,000	100.0%	500,000	100.0%	0	500,000	100.0%	
(1W) Districtwide - Plumbing Infrastructure	8,747	100.0%	8,747	100.0%	0	8,747	100.0%	
(1W) VLMA - Domestic Water System	389,000	97.8%	380,374	97.8%	8,626	380,374	97.8%	
(2R) VLMA - Plumbing Infrastructure	750,000	100.0%	750,000	100.0%	0	750,000	100.0%	
(3-ED) Districtwide - Fiber Optic Cabling	100,000	100.0%	100,000	100.0%	0	100,000	100.0%	
(5W) Palm MS - Locker Rooms	40,311	100.0%	40,311	100.0%	0	40,311	100.0%	
(6R) Districtwide - Asphalt/Safety	250,000	100.0%	250,000	100.0%	0	250,000	100.0%	
(6W) Districtwide - DSA Closeout	42,397	16.3%	4,078	16.3%	20,922	4,078	16.3%	
(6W) GA - Fire Hydrant	100,000	100.0%	80,000	80.0%	20,000	80,000	80.0%	
(6W) MH - Window Systems	6,915	100.0%	6,915	100.0%	0	6,915	100.0%	
(6W) VLMA - Playground Paving	250,000	0.0%	0	0.0%	250,000	0	0.0%	
(7R) Districtwide - Safety & Security/ADA	540,450	90.1%	487,052	90.1%	53,399	487,052	90.1%	
(8-9W/9R) Lemon Grove MS - STEM Conversion/Joint-Use Library	11,312,374	99.0%	11,197,779	99.0%	114,596	11,197,779	99.0%	
Measure R - Bond Management R	2,505,300	0.0%	0	0.0%	2,505,300	0	0.0%	
Measure R - Bond Management R EdTech	900,000	0.0%	0	0.0%	900,000	0	0.0%	
Prop W - Bond Issuance Expenses	739,624	100.0%	739,624	100.0%	0	739,624	100.0%	
Prop W - Bond Management W	1,493,298	38.3%	571,979	38.3%	921,319	553,122	37.0%	
Prop W/Meas R Districtwide - Long Range Facility Master Plan	51,000	83.4%	42,520	83.4%	8,481	42,520	83.4%	
Totals	30,146,102	83.9%	25,282,343	83.9%	4,863,760	25,258,604	83.8%	

EXPENDITURE WORKSHEET
Detailed Listing of Project Expenditures (SAB 184a)

School District:		County:		Project Number:		Report Period:					
Lemon Grove School District		San Diego		905		9/1/2016 - 2/28/2017					
Project Warrant Report (SAB 184a)		Project Name:		Project Name:		Project Name:					
Lemon Grove School District		(8-9W/9R) Lemon Grove MS - STEM Conversion/		Joint-Use Library		Joint-Use Library					
Date	Payee	Warrant Number	Fund Code	Object Code	Site (A)	Planning (B)	Construction (C)	Testing (D)	Inspection (E)	Furn' & Equip' (F)	Description / Purpose
09/01/16	SDCOE/FAC/JPA	WT314929	21-33	6200-050		14,700.00					LGAM Alvarez Auditorium - Audio/Visual Upgrades
Totals					-	14,700.00	-	-	-	-	Total Project Costs:
											14,700.00

EXPENDITURE WORKSHEET
Detailed Listing of Project Expenditures (SAB 184a)

School District:		County:		Project Number:		Report Period: 9/1/2016 - 2/28/2017					
Lemon Grove School District		San Diego		910		(10W) Districtwide - Promethean Boards					
Date	Payee	Warrant Number	Fund Code	Object Code	Site (A)	Planning (B)	Construction (C)	Testing (D)	Inspection (E)	Furn' & Equip' (F)	Description / Purpose
01/31/17	Lemon Grove School District	Jan 2017 W	21-39	6200-076			985.06				Installation Labor SA/SM
Totals					-	-	985.06	-	-	-	985.06
											Total Project Costs:
											985.06

EXPENDITURE WORKSHEET
Detailed Listing of Project Expenditures (SAB 184a)

School District:		Lemon Grove School District		County:		San Diego		Project Number:		513		Report Period: 9/1/2016 - 2/28/2017																															
Project Warrant Report (SAB 184a)		Payee		Warrant Number		Fund Code		Object Code		Site (A)		Planning (B)		Construction (C)		Testing (D)		Inspection (E)		Furn' & Equip' (F)		Description / Purpose																					
01/30/17	SDCOE/FAC/JPA		JID385913	21-33	6200-050			500,000.00															Existing Solar Systems																				
Totals																								500,000.00																			500,000.00

EXPENDITURE WORKSHEET
Detailed Listing of Project Expenditures (SAB 184e)

School District:		Lemon Grove School District		County:		San Diego		Project Number:		Report Period: 9/1/2016 - 2/28/2017	
Project Warrant Report (SAB 184e)		Lemon Grove School District		County:		San Diego		Project Name:		Prop W - Bond Management W	
Date	Payee	Warrant Number	Fund Code	Object Code	Site (A)	Planning (B)	Construction (C)	Testing (D)	Inspection (E)	Furn' & Equip' (F)	Description / Purpose
09/30/16	Lemon Grove School District	Sept 2016 W	21-39	6200-050		2,092.44					September 2016 Account/Bond Clerks
09/30/16	Lemon Grove School District	Sept 2016 W	21-39	6200-050		1,036.01					September 2016 Maintenance Assistant
10/31/16	Lemon Grove School District	Oct 2016 W	21-39	6200-050		1,055.00					October 2016 Maintenance Assistant
10/31/16	Lemon Grove School District	Oct 2016 W	21-39	6200-050		2,092.19					October 2016 Account/Bond Clerks
11/30/16	Lemon Grove School District	Nov 2016 W	21-39	6200-050		1,918.40					November 2016 Account/Bond Clerks
11/30/16	Best, Best & Krieger LLP	14192939	21-39	6200-050		655.80					Legal services rendered through September 30, 2016
12/31/16	Lemon Grove School District	Dec 2016 W	21-39	6200-050		2,109.18					December 2016 Account/Bond Clerks
01/31/17	Lemon Grove School District	Jan 2017 W	21-39	6200-050		2,097.73					January 2017 Account/Bond Clerks
02/28/17	Lemon Grove School District	Feb 2017 W	21-39	6200-050		2,100.57					February 2017 Account/Bond Clerks
Totals					-	15,157.32	-	-	-	-	Total Project Costs:
											15,157.32