

In November 2000, the voters of the State of California authorized an amendment to the California Constitution (Proposition 39) lowering the voter approval requirement from 2.3rds to 55 % for school districts that provide voters a specific list of projects, a committee of appointed citizens to oversee the expenditure of the funds and an annual performance audit and financial audit of the bond funds and bond projects.

Purpose of the Oversight Committee

Because the district elected to pursue a bond election under the provisions of Proposition 39, State law requires the District to establish a Citizens' Oversight Committee appointed by the District's Governing Board. The Committee purposes are:

- To monitor all projects and expenditures approved by the voters.
- To provide proper oversight accountability to ensure that Measure B-02 funds are used as they were intended.
- To report to members of the community on the progress of Measure B-02 projects.

Duties of the Committee will include:

- Insure bond funds are spent only on projects listed in the Bond project list and that no funds are used for salaries or general operating expenses.
- Monitor progress of Bond projects.
- Receive and review copies of the annual performance and financial audits of Bond projects as required by California State Las (Proposition 39).
- Provide information to the public on the progress of bond projects and expenditures of Bond Funds.

Future Meeting Dates:

Agenda –

District Citizens' Oversight Committee

New Cambria Grammar School Administration Building

Monday, February 6, 2006

7:00 P.M.

NOTE: THE MEETING WILL BE HELD AT THE NEW CAMBRIA GRAMMAR SCHOOL ADMINISTRATION BUILDING. ALL MEMBERS SHOULD MEET AT THE ADMINISTRATION BUILDING.

- Call To Order
- Roll Call of Members Present
- Approval of Minutes of November 14, 2005
- Committee Reports/Presentation
- Project Status Report

A. Construction Update

- Unfinished Business

- New Business
 - Final Audit Report
 - Approval of the Deferred Maintenance Five Year Plan
 - Official Open House: Sunday, March 12, 2006
- Final Project Expenditure Report
- Disband the District Citizens' Oversight Committee
- Adjournment

Minutes –

Minutes

Coast Unified School District

Citizen's Oversight Committee Meeting

February 6th, 2006

Call to Order: 7:00 pm

Board Members Present: Claude Albanese, Jim Cunningham, Paul Duston, John Jobling, Karen McManus,

James Rogers, Ron Walter

Alternates Present: Edward Simonsen and Thomas Sleeman

Administrators Present: Denis de Clercq, Sharon Henslin, and Dr. Pamela Martens

Community Members Present: Brad Silva of Moss, Levy &Hartzheim

I. Approval of Minutes

Minutes from November 14th, 2005 approved with no modifications.

Committee Reports/Presentations-NONE

- **Project Status Report**
- - **Construction Update**
 - With the big storm after Christmas, the rain filled the water holding system to capacity (approx. 1.7million gallons). The sod has been planted and the rest of the landscaping minus the front slope, is scheduled to be planted soon. The front slope will be planted sometime after April 15,to avoid any further erosion problems. The landscaping will not hold up the closure of the project.
 - Due to some runoff issues in the lower wetland area, Diani installed some plastic pipe material to convey the runoff water to the county culvert.
 - AJ Diani is still addressing the punch-list items, but the penalty phase was stopped on January 7 th, 2006.
 - The retention account of \$1.7million will not be released (per the school board's instructions) until the pending legal issues with AJ Diani are resolved. Denis

anticipates any claim against the District made by the contractor will occur before the end of February.

Unfinished Business-NONE

New Business

- - **Final Audit-presented by Brad Silva**
 - The final audit report stated that the records were clean and in compliance with state bond regulations and accounting standards.
 - Thomas Sleeman asked about a \$750."Communication"fee. Sharon Henslin, the business manager for the District, reported that it is an annual fee collected by U.S. Bank who files bond paperwork annually on the District's behalf. Mr. Sleeman would like it noted that this fee should have been taken originally from the general fund, as it will continue to do so in the future.
 - The Oversight Committee approved the Final Audit unanimously.
 -
 - **Deferred Maintenance Five Year Plan (see handout)**
 - The Oversight Committee approved the Deferred Maintenance Plan, of which we are in year 3, unanimously

Open House

- - - Dr. Martens announce the CGS open house is planned for Sunday, March 12 th, 2006 at 2:00pm. Cake and punch will be served and the community is invited.
 - The Masons, who historically support educational programs, are also trying to plan a cornerstone event, date TBA.

VI. Final Project Expenditure Report

- - **See Handout**
 - The balance as of 1/27/06 is approx. \$1.3 million dollars, of which pending bills will be paid out of, most notably the landscaping bills. The money has not been earmarked as of yet.
 - Denis de Clercq is clarifying that all leftover state grant monies may be used for any capital outlay in the district. Worst case scenario, is that the monies will be restricted to DSA projects only, but in any case all of the excess will be use somehow for District school projects. The money will not revert back to the State.
 - The Oversight Committee unanimously approved the final expenditure report.

Oversight Committee Disband

- - Thomas Sleeman pointed out that the Committee may not disband until a final report has been issued. Denis de Clercq and Claude Albanese will get together and write the final report and present it to the School Board at their February 9 th meeting. A copy will then be submitted to the press for public announcement.
 - The committee thanked Denis for his honesty and openness during the school building process. It appears that all information was shared completely.
 - The Oversight Committee voted to disband unanimously, pending the issuance of the final report.

VI. Final Meeting Adjourned at 7:45pm

Secretary, Karen McManus

All meetings are scheduled to begin at 7 P.M. at the Santa Lucia Middle School Library.

Committee Members

- **Claude Albanese** – Member-at-Large, 3121 Wood Drive, Cambria, CA 93428, 927-3269
- **Jim Cunningham** – Parent of Student, 2495 Pineridge, Cambria, CA 93428, 927-1980
- **John Jobling** – Member of Taxpayer Organization, 1840 Dreydon Ave., Cambria, CA 93428, 924-1024
- **Karen McManus** – Parent/District Support Organization, 1770 Downing Ave., Cambria, CA 93428, 927-3562
- **James Rogers** – Member-at-Large, 2192 Berwick Drive, Cambria, CA 93428, 924-0223
- **Jerry Rosander** – Member of Business Organization, 578 Cambridge, Cambria, CA 93428, 927-3885
- **Ron Walter** – Member of Senior Citizen Group, 455 Chiswick Way, Cambria, CA 93428, 927-3922

Alternates

- **Paul Duston**, 2235 Benson, Cambria, CA 93428, 927-1367
- **Edward Simonsen**, 3120 Bradford Circle, Cambria, CA 93428, 927-0528
- **Thomas Sleeman**, 6600 Buckley Drive, Cambria, CA 93428, 927-0380

For more information call Denis de Clercq at 927-3693

Final Report Feb 2006

Coast Unified School District Citizen's Oversight Committee Final Report

2/9/2006

DCOC Members:

Denis de Clercq- CUSD Facilities Director

Claude Albanese – Chair

Karen Mc Manus – Secretary

Jon Jobling – Vice Chair

Jim Cunningham – Student Parent

James Rogers – Member -At-Large,

Ron Walter – Senior Citizen Group

Paul Duston – Business Organization

Edward Simonsen & Thomas Sleeman – Alternates

The DCOC was formed by school board action on May 30, 2002 and convened on September of 2002 for the purpose of monitoring the District's expenditure of revenues received from the sale of bonds authorized by the voters on March 5, 2002 to build a new grammar school.

DCOC Accomplishments:

- The committee met fourteen (14) times between September 2002 and February 7, 2006.
- Reviewed and approved three (3) annual financial and performance audit reports prepared by Moss, Levy & Hartzheim.
- Reviewed and approved the five year plan for Coast Unified deferred maintenance.
- Conducted annual on-sight inspections during construction to verify the progress of the project.
- Encouraged and approved the Collaborative for High Performance School (CHPS) and Savings By Design programs.
- Reviewed cost saving construction methods including:

Storm Water Retention systems

Day Lighting in Classrooms

Motion Sensor System

Heating & Ventilation Systems

Power Line Rerouting Implementation

- Published a four page community update informing the public about the design of the new grammar school and the cost saving findings of the DCOC. The publication was distributed through the local newspaper and schools.

The final meeting of the DCOC was held February 6, 2006. The committee finds that the Coast Unified School District has properly accounted for the expenditures of the Proposition 39/Measure B-02 General Obligation Bonds.

Respectfully submitted by,

Claude Albanese

DCOC Chair