



**MINUTES**  
**ORANGE UNIFIED SCHOOL DISTRICT**  
**Measure S**  
**Citizen's Oversight Committee**

**District Office – 6:00 p.m.**  
**CONFERENCE ROOM B**  
**February 5, 2018**

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**I. CALL TO ORDER**

Chair Fascenelli called the meeting to order at 6:01p.m.

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**II. PLEDGE OF ALLIGIANCE**

Chair Fascenelli invited the audience to join her in the Pledge of Allegiance.

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**III. ESTABLISH QUORUM**

Committee members present: Carolyn Cavecche, Diana Fascenelli, Trevor O'Neil, Jennifer Schuerger, Bill Utter. Bill Campbell and Mrunal Shah were absent

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**IV. PUBLIC COMMENTS**

There were no comments from the floor.

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**V. APPROVAL OF AGENDA**

Ms. Cavecche moved to approve the agenda; Second by Mr. Utter.

**Motion Passed: 5-0-2**

**Action**

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**VI. REVIEW OF ANNUAL REPORT AND DRAFT PRESENTATION TO BOARD OF TRUSTEES**

**Action**

- Review of the 2016/17 Detailed Program Budget and Expenditures Reconciliation
- Review of Draft 2016/17 Annual Report of the Measure S Citizens' Oversight Committee
- Provided provide direction to staff as appropriate with respect to the Annual Report

**Discussion:**

Mr. Lebs reviewed with the committee the detailed financial information from June 30, 2017 through December 31, 2017 that was compiled into the Budget vs. Actuals - Program Detail, by Budget Category report.

Vice Chair O'Neil inquired about FY 16/17 Services and Other Operating Expenditures \$3 and subsequently noted as \$1 distribution on the project line item. Mr. Lebs responded it was a one-time expenditures across the high school projects.

Mr. Utter asked staff for an explanation regarding the payment and source of the underwriting fees, bond counsel fees and cost of issuance fees; who paid the fees and where are they coming from? Mr. Utter further expressed his concern as the fees are not insignificant. Mr. Lebs will follow up on questions and report back to the committee.

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Also, Mr. Utter requested clarification regarding some of the duties and fees of Division of State Architect (DSA), DSA Inspection fees, Construction Phase Testing fees, Architectural, and Engineering fees. All mentioned fees are required by the State. Fees are based on Office of Public School Construction standard rates and schedules for modernization and new construction.

Unallocated funds will be programed for the next work increments approximately by the end of the calendar year and once the construction costs at the four high schools are established. Once projects are bid, then staff will go back and program additional work. The Comprehensive Facility Master Plan contains a general outline for the high schools.

As a measure of comparison, Ms. Cavecche requested information regarding percentage of costs spent by District on architects and engineers to the overall project cost and comparing that cost/percent to other districts. Mr. Lebs will gather comparison information and report findings to the committee.

Chair Fascenelli motioned that if there is a time limitation for the presentation of Measure S Audit Report, then Mr. Lebs is authorized to present the report on behalf of COC to the Board of Education. Second by Ms. Cavecche.

**Motion Passed: 5-0-2**

### **Discussion:**

Ms. Cavecche requested the Annual report clearly identify frontloaded funds by the District for Measure S and to incorporate additional detail citing that the District has not yet issued any bonds. The committee discussed the report format and amount of detail contained in report. It was mutually agreed that 25 report copies be made available for any audience member interested in the report. Mr. Lebs mentioned the Report will also be posted on District website.

Ms. Cavecche made a motion to approve the Statement of Compliance and authorization to present the Annual Report to the Board of Education; Second by Ms. Schuerger.

**Motion Passed: 5-0-2**

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## **VII. COMMENTS FROM COMMITTEE MEMBERS**

### **Discussion**

The next scheduled COC meeting was identified as April 25, 2018. No other comments from the committee members were made.

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## **VII. ADJOURNMENT**

Chair Fascenelli adjourned the meeting at 6:29 P.M.

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