



FOUNTAIN VALLEY SCHOOL DISTRICT
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Measure O
Citizen's Bond Oversight
Committee August 14, 2017
6:00 PM
District Office PDC Room
Agenda

1. Call to Order
2. Establishment of quorum members in attendance
3. Public Comment
 - a. *The Chairperson shall ask if any members of the community wish to address the Committee; if so, the community member shall raise his/her hand and when called upon, give their name, and address his/her comments to the Committee. The Chairperson shall establish the time limit prior to calling for comments, based on the scheduled agenda items and number of community members wishing to speak. For purposes of planning, comments are typically limited to 3 minutes.*
4. Approval of Minutes from May 5, 2017 Meeting
5. Review of Proposed FAQ
6. Review of Measure O Financials
 - a. To date expenditures
 - b. 2016-2017 Audit
7. District Report
 - a. Update on bond sale
 - b. Update on construction
 - i. Design
 - ii. Phases and sites
 - iii. Schedule
 - c. Future topics

Fountain Valley School District
Measure O
Citizen's Bond Oversight Committee
Meeting Minutes

May 9, 2017

The meeting was called to order by Christine Fullerton, Assistant Superintendent, Business Services at 6:02pm in the Fountain Valley School District Board Room.

Introductions:

Tom Antal*	Janice Vuong	Jim Escutia*
Genivie Maciel	Jim Carrigan	Regan Carpenter*
Joy Moyers*	Judy Edwards	Phu Nguyen
Steve Brown*	Bonnie Hansen*	Jennifer Weimer

* Denotes a quorum member

Quorum members established as follows:

1. Tom Antal – Tax Payers Association member
2. Regan Carpenter – Community Member at Large
3. Steve Brown – Senior Citizen Organization
4. Bonnie Hansen - Business Owner
5. Jim Escutia – Parent of child enrolled in the school district
6. Joy Moyers – Active PTA member
7. Ami Bu-Pham - Community Member at Large

Election of Chairperson

Judy Edwards was unanimously elected Chairperson of the Measure O Citizen's Bond Oversight Committee.

Public Comment

Public Comment procedures were discussed. The members liked the idea of the chairperson establishing a time limit based agenda of the meeting but wanted to establish a 3 minute limit for speaker planning purposes.

Review of CBOC Duties

Members discussed the role of the CBOC and posed questions regarding the duty to review expenditures and report annually to the public.

Mrs. Fullerton explained that according to Education Code 15278, the role of the CBOC is to review expenditures from bond proceeds and compare them to the bond measure and project list. In addition, the CBOC reviews the annual performance and financial audits.

There was discussion regarding the role of the CBOC vs the Board of Trustees in choosing an auditor, bond sales, and change orders. All of these duties and responsibilities belong to the Board of Trustees.

The members discussed reporting more often than once a year and the possibility of making a verbal report to the Board. Both are possible at the preference of the CBOC members.

The need for a 2016-2017 audit was discussed, as the District expects revenue from the May bond sale but anticipated few, if any, expenditures. Mrs. Fullerton will be checking with bond council.

Web pages for Measure O Citizen's Bond Oversight Committee will be hosted on the Fountain Valley School District website. The CBOC will be required to create and share an Annual Report to the Public, which will be posted on our website. Suggested additions to the web site included a "contact us" email link and a CBOC FAQ.

District Report

Mrs. Fullerton updated the CBOC on the current status of construction and the bond sale. A copy of the power point is posted on the web page.

The Board has hired Rachlin, Inc. to begin design which is scheduled to go to the Division of State Architect in the summer, with a projected project start date of summer 2018. The District issues a RFP for Pre-construction and Lease Leaseback Services; proposals must be submitted by June 7th.

The District's first bond sale is scheduled to take place on Tuesday May 15th. The Board authorized the sale of up to \$21,000,000 in general obligation bonds. The District will be selling through a competitive process which should result in lower borrowing costs. On the day of the sale Superintendent, Mark Johnson and CBO, Christine Fullerton will be in Sacramento for the bond sale, but for anyone who is interested a live feed will play at the District Office from 8:00-10:00 am. Mrs. Fullerton will send a follow up email with additional information for those who would like to attend and watch the sale.

Next meeting:

Monday, August 14, 2017 at 6:00 pm in the Fountain Valley School District Board Room.

Meeting adjourned at 7:36pm

Citizens Bond Oversight Committee (CBOC)

Frequently Asked Question

What is the purpose of the CBOC?

The purpose of the CBOC is to inform the public concerning the expenditure of bond revenue. The CBOC is tasked with actively reviewing and reporting on the proper expenditure of Measure O bond proceeds for school construction. Proper expenditures are for construction, reconstruction, rehabilitation of school facilities, including furnishing and equipping school facilities, in accordance with the projects outline in the Measure O November 2016 ballot initiative. The CBOC 's purpose is reviewing bond proceeds generated under Measure O, all funds generated by other sources fall outside the scope of the CBOC's review.

For additional information please refer to Education Code 15278, Article XIII A Section 1 of the California Constitution.

Who can serve on the CBOC?

Education Code 15282 calls for at least 7 members, with 5 of those members fulfilling the following requirements:

- One member who is active in a business organization representing the district's business community,
- One member who is active in a senior citizen's organization,
- One member who is active in a bona fide taxpayers' association,
- One member who is a parent/guardian of a child enrolled in the district,
- One member who is a parent/guardian of a child enrolled in the district and active in a parent teacher organization or school site council.

In the Fountain Valley School District, we focus on inclusivity, transparency, and impact. The FVSD CBOC can include anyone who lives or works in the community. Interested individuals are appointed by the Board of Trustees. Members meeting the above five criteria, and two members at-large are identified to serve as the official CBOC quorum members. Employees of the Fountain Valley School District may not serve on the CBOC.

What are the duties of the CBOC?

At each meeting the CBOC reviews expenditure reports produced by the District to ensure that bond proceeds were expended only for the purposes set forth in Measure O; and that no bond proceeds were used for teacher or administrative salaries, or other operating expenses not in compliance with Attorney General Opinion 04-110, issued on November 9, 2004.

The CBOC publishes and presents to the Board, in public session, an annual written report which includes a statement indicating the District's compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution regarding the spending of bond proceeds, and summarizes the CBOC's proceedings and activities for the preceding year.

What are the responsibilities of the Board of Trustees with Measure O?

The Board is responsible for the following aspects of the Measure O construction projects:

- Approval of contracts,
- Approval of change orders,
- Expenditures of bond funds,
- Handling of all legal matters,
- Approval of project plans and schedules,
- Approval of all deferred maintenance plans, and
- Approval of the sale of bonds.
- The establishment of priorities and order of construction for the bond projects
- The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project
- The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent)
- The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.
- The appointment or reappointment of qualified applicants to serve on the CBOC
- Projects financed the without the use of bond proceeds, (i.e. State funds, developer fees, lease revenue, the general fund or the sale of surplus property.)