

**MEASURE A - STRONG SCHOOLS BOND
CITIZEN'S OVERSIGHT COMMITTEE
PALO ALTO UNIFIED SCHOOL DISTRICT**

MINUTES FOR MEETING OF October 15, 2014

Opening

The Citizens' Oversight Committee held a meeting in the Facilities/Construction Building D, 85 Churchill Avenue, Palo Alto, California.

*All handouts can be viewed at the District office, Business Services 25 Churchill Avenue.

Members present:

Mr. Jim Cowie, Chair Person, Parent, PTA Member
Mr. Bruce Whitson, Vice-Chair, Business Organization Member
Mr. Todd Collins, Taxpayer Organization Member
Ms. Catharine Garber, Member, Business Organization Member
Mr. Walt Hays, Member, Senior Citizen
Ms. Arianne Teherani, Member, Parent
Mr. Daniel Teo, Parent (Absent)

Others present:

Mr. Tom Hodges, fs3|Hodges Construction Management
Ms. Lori Larson, fs3|Hodges Construction Management

District Staff Present:

Dr. Robert Golton, Bond Program Manager
Mr. Ron Smith, Facilities Project Manager

Call to Order

The meeting was called to order at 5:00 p.m.

Public Comment

There was no request for public comment.

Review of Agenda

Approval of Minutes

MOTION: Whitson moved to approve the minutes of August 11, 2014. Motion carried 6-0.

Financial & Performance
Audit Report

Auditor Sarah Fielder with Christy White Accountancy presented the Strong Schools Bond Audit Report that included the following:

- Independent Auditor's Report
- Balance Sheet
- Statement of Revenues, Expenditures, and Changes in Fund Balance
- Series 2014 General Obligation Bond
- Measure A – Strong Schools Bond Expenditures by Project
- Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statement Performed in Accordance with Government Auditing Standards
- Independent Auditor's Report on Performance
- Test of Contracts and Bid Procedures
- Schedules of Findings and Responses

Member asked regarding a statement on the financial audit report indicating the District has not once done a lease-lease back. Golton said that is correct, the District's first lease-lease back will be the Paly Gymnasium.

Member asked about the following statement "The District is considered to be an involuntary participant" under the section of Cash and County Treasury in the audit. Fielder said it refers to the fact that all the funds are required to be kept in the County Treasury.

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<u>COC Annual Report</u>	The Committee discussed changes to the annual report. Lori Larson will finalize the report. The Citizens' Oversight Committee will present their annual report to the Board of Education at the November 18, 2014, meeting. Hays moved to approve the COC annual report as amended. Motion carried 6-0.
<u>Program Status Update</u>	Hodges presented an update presentation on the following projects: -Gunn Miranda and Parking Drop Off -Gunn Central Building -Paly Performing Arts -Paly Science Building Addition -Paly Library Modernization -Paly Athletics Facility
<u>Site Visit</u>	The Committee toured the Paly Performing Arts Center.
<u>January 21, 2015 Agenda</u>	The next COC meeting is scheduled for January 21, 2015. The agenda will be worked through email.
<u>Next Meeting and Future Meetings Schedule</u>	April 2015 July 2015 October 2015
<u>Adjournment</u>	The meeting was adjourned at 6:52 p.m.