



PASADENA UNIFIED SCHOOL DISTRICT

MEASURE TT CITIZENS' OVERSIGHT COMMITTEE

MINUTES of the Citizens' Oversight Committee held on May 20, 2010 at the Education Center, 351 S. Hudson Avenue, Pasadena, CA 91101, in room 240.

PRESENT:

Committee: Jon Fuhrman, Carolyn Ellner, Gregory Barna, Joel Sheldon, James Kossler, Paul Hunt, Kenneth Hargreaves, George Fatheree, Lee Johnson

Board Member: not present

Staff: Steve Brinkman, Wendy Childress

ABSENT:

Joanna Bauer, Charles Bryant, Sid Tyler

A. CALL TO ORDER

Meeting was called to order at 5:05 p.m. by Chairman Jon Fuhrman.

B. PUBLIC COMMENT

None

C. APPROVAL OF MINUTES OF APRIL 15, 2010 MEETING

Motion by Mrs. Ellner to approve April 15 meeting minutes as submitted, seconded by Mr. Kossler, was approved unanimously.

D. WELCOME TO NEW MEMBERS

Ed Barnum – Altadena
Rita Turner – Pasadena
Augustine Zuniga – Pasadena

E. ADMINISTRATIVE ITEMS

1. Review proposal for Annual Bond Audit and Performance Audit

Mr. Brinkman reported that he had only received one, the other had not submitted as of the dated of the May 20th meeting. He was not satisfied with the quote because he believes that he can get a better quote at a lower rate.

It was pointed out that it is not the responsibility of the Committee to select an auditor. Mr. Brinkman followed by reiterating that he was just sharing this information with the Committee. He also stated that he would like to email the other quote when he receives it as information only and noted that the Board is not required to vote on an auditor since the cost is under \$65,000.

Members requested clarification on the selection process for an auditor and felt that it might be better if the auditor selected by staff was presented to the Board for approval since the auditor reports to the Board.

Action: Staff agreed to present the auditor selected to the Board for approval

F. DISCUSSION/PRESENTATION ITEMS

1. Review and approval of 2nd Measure TT Report to Community

There was discussion regarding the format of the report. One suggestion was to have a one page executive summary and there were other recommendations of which Mr. Fatheree adhered which resulted in the removal of the 1st three sections condensing the report to 2.5 pages. The following were additional suggestions/requests/actions that occurred regarding the report:

- Some members wanted verification of numbers in the brackets under the section labeled Project execution; Mr. Hargreaves verified numbers
Mr. Brinkman further explained that some projects that looked as if they were over budget were not because they were aggregated.
- It was recommended that the language remains as is according to the report but provide a qualifying sentence at the end for clarity.
- Committee agreed that the number of projects in this section should correlate with the Consolidated Expenditure Report
- Committee agreed that actual dollar amounts should be used in this section not percentages

Actions:

- 1 - Mr. Fatheree will revise the report and will note that the information is available on line.
- 2 – Motion to accept report with noted corrections/changes
Moved by Mr. Kossler as submitted with changes, seconded by Mr. Johnson, was approved unanimously

The Committee expressed concern about ensuring that the Board hears their recommendations / suggestions as well as receiving feedback from the Board. It was suggested that the committee could make a presentation to the Board and the Facilities Subcommittee. Staff reminded the Committee that their concerns are shared to both committees by the Board liaison, Mr. Honowitz, and the Facilities Subcommittee liaison, Mr. Fuhrman, and that a C.O.C member would present the report to the Board on June 8.

There was discussion about staffing. The COC is urging the hiring of an additional Owner's Representative.

G. REPORTS FROM PUSD FACILITIES DIRECTOR

1. Measure TT Consolidated Expenditure Report 4-30-10
 - Measure TT Consolidated Expenditure Report and Cumulative Bid List should line up
 - Member(s) wanted clarity on what is being estimated on the Cumulative Bid List in the Estimated Completion Date column
2. Cumulative Bid list
 - PHS Field retention
 - Energy completion date should be 10/7/09
 - Everything under the column Planned Substantial Completion Date that has TBD should have a date or be blank
 - Committee requested that a column labeled Original Target Date should be added on the Cumulative Bid List

H. REPORTS FROM COMMITTEE CHAIRS

1. Report from Outreach Subcommittee – Ms. Ellner
Mrs. Ellner noted that the Committee has to come up with more ways of reaching the community.

The following was also noted:

- School site visits will only be reported at the COC meeting, no need to send the reports to Mrs. Ellner; large part of visits is listening to the council and attendees
 - Mrs. Ellner will inform new members of the schools they are assigned
2. Report from Liaisons to Facilities and Capital Subcommittee – Mr. Fuhrman/Mr. Hargreaves
Mr. Fuhrman reported the following:
 - The District reviewed the architectural plans for Willard, Wilson, and Roosevelt. The individuals at Wilson and Willard are quite happy. The subcommittee approved the improvements and it was moved forward. Willard has possibility of having phase 2 upgraded for the cafeteria
 - District has large savings due to projects coming in under budget; Question was raised about these surplus funds and Mr. Fuhrman reported that the thought was to hold the monies in a central fund and wait to see how things play out and this might lead to a second round/distribution of funds next year

- Overlaying the present budget issue is capacity (classroom size) which may increase to 28-31 students in classes designed for smaller groups; Will this be a temporary or permanent condition? If it is permanent, adjustments will have to be made.
- There was a suggestion of separating domestic water use and fire, and irrigation to reduce water cost due to sewer fees attached to domestic water.

I. REPORT FROM BOARD LIAISON – Mr. Honowitz

Not present

J. REPORTS FROM SITE VISITS

Mr. Hunt reported the following:

- Work on the second floor of the new building at Blair has started
- The tunnel area is being worked on
- Mr. Brinkman added that the steel workers will work overtime on Saturday without charging and they will be starting the deck

Mr. Barna reported:

- At Loma Alta everything looks good and staff/council etc...are happy with the progress
- At Burbank they were more interested in discussing Measure CC rather than Measure TT when he attended and they were also happy with the bond projects

K. NEXT MEETING DATE AND ADJOURNMENT

Next meeting June 17th

Prior to adjourning Mr. Brinkman shared with the Committee that the District would hold a Local Contractor Outreach event on May 27th at PHS in the auditorium. He also noted that flyers had been mailed to 400 local businesses.

Meeting adjourned at 6:24 p.m. by Chair, Jon Fuhrman