



PASADENA UNIFIED SCHOOL DISTRICT

MEASURE TT CITIZENS' OVERSIGHT COMMITTEE

MINUTES of the Citizens' Oversight Committee held on December 16, 2010 at the Education Center, 351 S. Hudson Avenue, Pasadena, CA 91101, in room 240.

PRESENT:

Committee: Jon Fuhrman, Carolyn Ellner, Ed Barnum, Lee Johnson, Kenneth Hargreaves, Paul Hunt, Gregory Barna, Augustin Zuniga

Board Member: Ed Honowitz

Staff: Patrick Kennedy (Interim Chief), Wendy Childress

Absent: Joanna Bauer, Rita Turner, James Kossler,

A. CALL TO ORDER

Chairman Jon Fuhrman called meeting to order at 5:06 p.m.

B. PUBLIC COMMENT - None

C. APPROVAL OF MINUTES OF October 21, 2010 MEETING

Motion by Ed Barnum to approve October 21 meeting minutes, seconded by Gregory Barna, and was approved unanimously.

D. DISCUSSION/PRESENTATION ITEMS

Patrick Kennedy, Interim Chief, introduced himself and shared his background with the Committee as well as introduced Keith Clinckscales, Construction Accountant.

1. Report on Financial and Performance Draft Audit for Measure TT for 2009-2010 Fiscal Year

There were questions regarding certain items reported in the audit and Mr. Kennedy reported that the Auditors will be available at the January meeting to answer any questions and suggested that the Committee address any questions to them in order to receive the most accurate answer. He also pointed out that the last five (5) pages of report contained the summary of the auditors' findings and that there were no negative findings. Mr. Kennedy shared that he does not expect many changes in the final audit report noting that the Board will be presented with the final audit and that the auditors looked at 55% the Measure TT expenses.

There were questions regarding salaries and benefits on page 3 and Mr. Kennedy informed the Committee that the figures reflect those of district staff. Mr. Kennedy

informed the Committee that Gerald Schober's (Owner's Representative) last day is December 31, 2010 and the group questioned if there will be enough staff. He shared that an RFQ had already been issued for additional Owner Representatives and that interviews for the Chief position would take place next week.

Committee member had questions about the local outreach program and possibly collaborating with the city. Mr. Kennedy shared that we have a local outreach program in place; Mr. Matthews of Alta/Pasa is overseeing the project and doing well. In addition, he reported that the District recently had two local contractors working on one of the current projects, Kevin Anderson Construction and Pasadena Builders.

Additional questions were raised regarding items on the audit report i.e. soft/hard costs. The question was asked if it would be useful to have a document that framed the actual figures that are more closely in line with the audit figure and Mr. Kennedy responded that the District has begun Programming and the numbers should become more realistic. He also reported that the District is getting close to having a true cash flow analysis. In light of the number of questions regarding the audit, Mr. Kennedy suggested that the Committee email their questions to him and Ms. Childress so that the questions could be forwarded to the auditors.

It was asked if the permanent replacement will arrive before the January 18th meeting so that he/she might attend. Mr. Kennedy thought that this might be possible however reminded the Committee that the individual would have to be presented and accepted by the Board first.

2. Planning for Committee's Semi-Annual Report

It was decided by the Committee to wait until they have received the Final Audit before moving forward with the report.

E. REPORTS FROM PUSD FACILITIES DIRECTOR

1. Measure TT Consolidated Expenditure Report 11-30-10
No discussion
2. Cumulative Bid List 11-30-10
None discussion
3. Other Developments of Significance to the C.O.C.

Committee wanted update on Blair. Staff informed the Committee that Blair should be "Form Follows Function" not "Art for Arts Sake". There is concern about total cost of ownership due to things such as the lightweight roofing system. It was asked if changes are being made to alleviate some costs of which Mr. Kennedy informed the Committee that there were and that he had changed some of the approval processes so that these types of things are unlikely to happen again.

Blair should be completed by the end of April although it was supposed to open in February. However, this is not a problem because it has allowed District to correct some errors. Mr. Kennedy informed the Committee that CW Driver and gkk Architects will absorb costs incurred for delay of completion.

Sierra Madre has improved communication with the architects, PBWS.

Discussion ensued regarding school closures, relocation of programs /students and dollars allocated to schools being closed.

gkk architects has the Central Kitchen Project which is on hold one reason being that it will not be coming out of DSA until January 2011 which affects 8 school cafeterias. If it does not proceed, it might be a wash in terms of dollars. Committee members stated that prior staff had pitched it as a money saver. Mr. Kennedy cannot confirm the factual basis of this claim.

Committee questioned if the re-evaluation would affect decision to eliminate the modernization of the various school site kitchens because the central kitchen was suppose to save money. Mr. Kennedy responded that it has not been fully canceled, but temporarily placed on hold and that if it does not proceed, all of the dollars not used will return to the school from which was taken. Mr. Kennedy also noted that a number of areas have been identified as not necessary.

Member questioned if the Committee was really doing oversight. Other member(s) noted that Measure Y had Oversight Committee not defined by Prop 39 however, for the Measure TT Bond Prop 39 clearly defines the role of the Committee. It was further noted that the Board Resolution creating the C.O.C has definite role of committee, which includes things like making sure bond monies are spent, as designated etc...does not include planning decisions. Discussion ensued regarding role of C.O.C., FMP and information provided to committee regarding spending.

Mr. Kennedy reported that the Hamilton Multipurpose Room Project estimated at \$300,000 came in at \$240,000.

Member asked Mr. Kennedy what changes have happened since his arrival, will more internal reviews take place? He responded that the Board and Committees are quite clear on transparency issue and local participations e.g. showing the Board/community how the dollars circulated back into community. The current perspective he has provides a better view to the program; it balances and transparency dictates the approach. It was noted that there was a heavy reliance on the prior Chief's team and there was not much transparency into policy, processing, bidding etc. The Committee could request the new Chief to be more open with these issues.

Member mentioned that the field at Willard ES is dead.

F. REPORTS FROM COMMITTEE CHAIRS

1. Report from Outreach Sub-committee – Dr. Ellner

Assignments for each school have changed and the Committee has changed. Dr. Ellner suggests that in January, schools are reassigned and members informing the Outreach Subcommittee of which schools they would like.

Committee members should review talking points. Dr. Ellner suggested that a new Outreach Chair be selected since she is now the Vice Chair, she recommended Joanna Bauer however, Mr. Fuhrman, Chair, stated that it will be addressed at the January meeting.

2. Report from Liaisons to Facilities and Capital Subcommittee – Mr. Barnum/Mr. Hargreaves

Mr. Barnum shared his concern regarding the pre-k existing on Willard's campus because there is another within ¼ mile of it and wondered if this is cost effective.

He also reported that Mr. Fuhrman needed to communicate to the Board that the Committee has 4 vacancies to fill. Mr. Fuhrman noted that he would put together a letter addressing expiring and terming positions.

G. REPORT FROM BOARD LIAISON – Mr. Honowitz

Mr. Honowitz informed the Committee that the Board is looking at the COC vacancy issue and that they have the original list but might need to go out again because those on this list may not still be interested.

Board is dealing with a lot on non-TT items such as Civic Center Permits, MOUs...and trying to standardize the processes.

The question was raised again regarding Charter Schools and Mr. Honowitz informed the Committee that Proposition 39 requires the District to provide buildings of equal quality to Charter Schools. He also noted that all charter schools are currently on 1-year lease. Mr. Honowitz shared that the Board is conducting an asset management assessment.

H. REPORTS FROM SITE VISITS - None

I. NEXT MEETING DATE AND ADJOURNMENT

Ms. Childress informed the Committee of District closure due to furlough days.

Next meeting is Thursday, January 20, 2011 at 5:30 p.m. Mr. Kennedy may or may not be present. If the new Chief is in place, he will help orient him/her and will attend; the auditors will have final report available.

Request was made for Dr. Pappalardo, Chief Finance Officer to attend the next meeting. Mr. Kennedy will extend the invitation.

Meeting adjourned at 7:04 p.m. by Chair, Jon Fuhrman