



PASADENA UNIFIED SCHOOL DISTRICT MEASURE TT CITIZENS' OVERSIGHT COMMITTEE

MINUTES of the Citizens' Oversight Committee held on Wednesday, April 15, 2009 at the Education Center, 351 S. Hudson Avenue, Pasadena, CA 91101.

PRESENT:

Committee: Arthur Aviles, Carolyn Carlburg, Carolyn Ellner, Charles Bryant, George Fatheree, Gregory Barna, James Kossler, Joanna Bauer, Joel Sheldon, Jon Fuhrman, Kenneth Hargreaves, Lee Johnson, Paul Hunt, Sid Tyler.

ABSENT:

Michael D'Antuono

Board Members: Ed Honowitz, Tom Selinske, Bob Harrison.

Staff: Edwin Diaz, Steve Brinkman, John Pappalardo, Robert Jenkins, Gerald Schober.

Guests: The Hon. Philip Soto (Judge, LA Supreme Court for Juvenile Offenders, Pasadena Branch), Gary Simon of Jacobs Construction, Inez Yslas, Jon Brookhurst, Brian Biery

Call to Order:

Chairman Sid Tyler called the meeting to order at 4:00 p.m. Mr. Brinkman, Chief Facilities Planning, Construction Maintenance and Operations distributed a binder to each member with documents for the meeting with the following tabs for orientation:

1. Contact list
2. By-Laws
3. C.O.C Requirements
4. Responsibility Matrix
5. Proposition 39 Guidelines
6. Agendas/Meeting/Minutes

Public Comments:

The meeting opened with a call for transparency and upholding the Brown Act by the Honorable Judge Philip Soto, as far as Public Notice was concerned. Mr. Brinkman confirmed that Notice of the Meeting had been posted on the PUSD website on Friday, April 3, 2009, as well as a hard copy posted at the entrance to the Education Center. Mr. Sheldon commented on other ways to give notice. Mr. Tyler suggested the Pasadena Star News, and Pasadena Weekly were possibilities.

A desire to have local (i.e. Pasadena) firms/employees carry out future work under the Bond monies was expressed by Judge Soto, and three other speakers. Ms. Inez Yslas requested to make things right and a happier place, and pleaded for "First Source Local Hiring." Mr. Brian Biery of the Flintridge Operating Foundation underscored the comments of two prior speakers, in that jobs are a key component of violence prevention, and focus should definitely be on local hiring. Mr. Jon Brookhart left a First Source Local Hiring database flyer. The Facilities Subcommittee is working on this and will bring a recommendation to the Board. Some discussion followed. Mr. Brinkman reminded the group that the District served three communities and any language drafted should be mindful of that fact.

Introduction to Account-Ability Capital Tracking System:

Larry Gashorn of Colbi Technologies was introduced, made a Power Point presentation and discussed the handout showing software capabilities including Multiple Year, Multiple Fund projects, with Account Codes, Fund Codes, and Object Codes. There are five rules, all of which will focus on preserving a positive cash flow:

1. Balanced budget (Rev/Exp).
2. Changes officially approved.
3. Time element.
4. Remaining balances.
5. Budget.

There would be trackable transactions, and tight control to help reconcile to District balances, as well as standard reports.

Questions were raised, and there were requests to have a list of the current projects, timing of bond issues, and a list of bond language, and project list.

By-laws:

A spirited discussion ensued on the nature of the Committee's oversight scope. There were many opinions. Concerns were expressed as to whether the By-Laws reflected the intent of Proposition 39. Board member Honowitz reminded the group that the Board would have to make any suggested changes, and that they were meant to be broad guidelines.

Ms. Ellner requested a copy of the 2008 Audit.

Members were to get comments to Mr. Tyler and Mr. Brinkman to pass on to the Facilities Subcommittee.

It was agreed to get the Committee a copy of the Prop 39 requirements for both audits, Bond & Performance, as well as language on overall guidelines.

Representatives to the Facilities Subcommittee:

Jon Fuhrman and Ken Hargreaves agreed to serve and were appointed as Liaison to the Board Facilities Subcommittee consistent with the Responsibility Matrix.

Introduction to the Facilities Master Plan:

Mr. Brinkman held up a binder which was the Facilities Master Plan and explained that every word was available on the District's website. He explained how to navigate the site to obtain information and had sent a link to the members. He said the District had at least 350 projects in the Plan and that it included all revenue sources and all expenditure projections, not just Measure TT as there were matching funds, and many projects/campuses would have more than one funding source. A question arose as to the ability to track just Measure TT and both Mr. Brinkman and Mr. Gashorn replied in the affirmative. A concern was expressed for time phasing projects and the need to know where the various projects stood with time line and spending. Some discussion ensued about the content of upcoming reports with no real conclusion.

Suggested schedule of Staff Reporting:

This was discussed with no real finalization but quarterly was one proposal and it was Staff expectation as more frequently would be burdensome. The need for an annual report was acknowledged, but no consensus on the content was achieved.

Architect's Assignments:

Mr. Brinkman passed out a handout detailing the architect's assignments.

Election of Vice Chair:

This was tabled until the next meeting

Meeting times/frequency:

This was also tabled until the next meeting

June Formation Meeting:

It was agreed to make the formation meeting final with the election of the Vice Chair

Next Meeting:

The next meeting will be on Thursday, May 21, 2009 at 4:00 p.m.