

ROSEMEAD SCHOOL DISTRICT  
Rosemead, California

**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MINUTES**  
**March 10, 2016 – 5:30 P.M.**

The Citizens' Bond Oversight Committee of the Rosemead School District met on Thursday, March 10, 2016, in Room 32 at the Janson Elementary School, 8628 Marshall Street, Rosemead, California at 5:30 p.m.

CALL TO ORDER

Committee Vice-Chair Mr. Don Harmon called the meeting to order.

ROLL CALL

The following members were present: Mrs. Mary Ellen Dundas, Mr. Terry Dundas, Mr. Don Harmon, Mr. Fred Mascorro, Mrs. Yolanda Mascorro, and Ms. Olivia Harmon. The following members were absent: Mr. David Bouzanquet.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Mrs. Maria-Elena Romero.

PUBLIC COMMENTS

There were none.

INTRODUCTIONS

Members of the Citizens' Bond Oversight Committee and guests introduced themselves. Those present included: Maria-Elena Romero, Armida Carreon, Hadley Hui, and Lee Wang.

AGENDA ITEMS

**1. Minutes – Review/Approval**

- a. September 3, 2015
- b. March 3, 2016 (no quorum)

Mr. Harmon moved and Mr. Dundas seconded to approve the September 3, 2015 and March 3, 2016 minutes. The motion was approved with a 6-0 vote.

**2. Review of Future Meeting Schedule (Time: 5:00 p.m./Location: TBD): Thursday, September 1, 2016; Thursday, March 2, 2017; and Thursday, September 7, 2017**

The committee members reviewed the future meeting schedule.

Member Mr. Harmon requested that each member respond via email to confirm their attendance to ensure there will be a quorum for future meetings.

*(added via member vote)*

*The following agenda item was added to the agenda via the following vote: Mrs. Dundas moved and Mr. Dundas seconded to add the Review and Approval of 2015 Bond Audit. The motion was unanimously approved.*

**3. Review and Approval of 2015 Bond Audit: Hadley Hui, Moss, Levy & Hartzheim, LLP**

Mr. Hui reviewed the 2015 Financial and Performance Audits. Mr. Hui reported that for 2015 the firm issued a qualified opinion, the highest rating. The ending fund balance for 2015 was as follows: \$2,349,955. Mr. Hui reviewed the audit process with the members and explained that it takes approximately 2 ½ weeks with a crew of auditors requesting documentation. Mr. Hui confirmed that there were no findings in the 2015 audit.

Mrs. Romero shared with the committee that next time the District issues it will be against Measure RR. She further explained that Measure O was authorized for \$30 million but we will not issue any more for about another 15 years, with approximately \$17 million used.

**4. Project Updates**

Mrs. Romero provided an update to the committee members as follows:

- Shuey Multi-Purpose Room:
  - Kitchen and cafeteria will be relocated to classrooms
  - Construction project will begin in April, 2016; 4-5 months
- Shuey portables at the front of the school – 4 classrooms and restrooms, 1 will house preschool
- Roofing Savannah and Shuey:
  - We will be bidding and awarding roofing work for Shuey and Savannah this summer
- Permanent classrooms at Shuey will be a separate project
- Summer 2017 – most of the relocatables – 12 will be taken out, ground will be leveled
- Design and bidding fire alarms – Shuey will be done first
- When funding was reduced some items were eliminated, such as windows. We've given the architects direction in some items for them to start planning
  - A member suggested researching pricing on security cameras

**5. Review of Current Membership and Terms**

The District will request the following information from Legal Counsel: 1) see if the District can extend terms for 3<sup>rd</sup> term members: Mr. Dundas, Mrs. Dundas, Mr. Harmon, and Mr. Bouzanquet and 2) if members can call into meetings as long as it is properly reflected in the agenda. It was recognized that Mr. Don Harmon has previously been the Chair.

Vice-Chair Mr. Harmon moved to elect a Chair. Mr. Mascorro moved to nominate Ms. Olivia Harmon and Mrs. Mascorro seconded. The motion unanimously carried.

Member Mr. Mascorro moved to nominate Mrs. Mascorro as Vice-Chair and Mr. Harmon seconded. The motion unanimously carried.

**6. Future Discussion Items**

There were none.

ADJOURNMENT

The March 10, 2016 Citizens' Bond Oversight Committee meeting was adjourned at 6:34 p.m.