

**DESERT SANDS UNIFIED SCHOOL DISTRICT  
CITIZENS' OVERSIGHT COMMITTEE MEETING  
MEASURE K AND MEASURE KK**

**REGULAR MEETING**  
Thursday, September 29, 2016 at 5:15 p.m.

**MEETING LOCATION**  
District Office  
47-950 Dune Palms Road, La Quinta, CA  
**Business Services Conference Room**

**MEETING MINUTES**

1. **Call to Order:** The meeting was called to order at 5:16 p.m. by Dr. Feddersen.
2. **Roll Call/Introductions:** Dr. Feddersen opened the meeting and roll call was taken.

Members:

<b>Citizens Oversight Committee Members</b>	<b>Present</b>	<b>Absent</b>
Dr. Bill Feddersen (Chair)	X	
Arnold Kaminsky (Vice-Chair)	X	
J. Spencer Baker	X	
Kathleen Boylan	X	
Rosanna Cardenas	X	
Elaine Eldred		X
Laura Lassman-Poster		X
Sonja Martin	X	
Alice Young	X	

Staff:

<b>District Staff Members</b>	<b>Present</b>	<b>Absent</b>
Dr. James Novak, Assistant Superintendent, Business Services	X	
Patrick Cisneros, Director, Facilities Services	X	

3. **Public Comments:** No public comments were made.
4. **Approval of Minutes:** A motion was made by J. Spencer Baker to approve the April 27, 2016 Meeting Minutes and seconded by Arnold Kaminsky. All were in favor and the meeting minutes were approved.

Dr. Feddersen noted as part of the last meeting minutes, pictures would be taken at tonight's meeting and will be included in the annual report. All agreed to take a group picture at the end of meeting.

5. **COC Members Term Updates:** Dr. Feddersen requested clarification on the terms of the members and a refresher of how the process works. Dr. Novak reviewed the chart from the April 27, 2016 meeting and clarified the staggered terms process. There were no questions or further discussion.

Other discussion took place during this portion of the agenda as follows:

- Alice Young commented that the COC has excellent transparency.
  - Sonja Martin suggested that signs be placed outside and inside indicating where COC meeting takes place so members of the public will know where the meeting is held, in the event they are interested in attending the meeting. Dr. Novak stated that this was a good idea and that staff will have this in place at the next meeting.
6. **Review of 1<sup>st</sup> Draft COC Annual Report:** The 1st draft of the annual report was provided at the meeting for review and comments. Dr. Feddersen initiated the discussion and indicated that the goal is to have COC members provide input of the draft at this meeting and have it in final form by the December 2016 meeting.

Patrick Cisneros gave an overview of the draft document and how it was put together with draft information and also placeholders, based on COC member comments from the last meeting.

**COC Member Comments** – Upon the conclusion of the overview presented by Patrick Cisneros, the following comments and discussion took place:

#### **Financial Section**

Alice Young inquired about LQMS expenses and requested explanation as to why the graph indicated 100%. It was further noted that this can be very confusing to the public. Alice Young also indicated that better visuals are needed. Alice Young went on to further note that the public should be able to see the progress that is being made, and it would also be good to put physical signs for the upcoming projects on each property.

Arnold Kaminsky made suggestions to the pie chart, and recommended to change the labels or make a note to clarify the “other” category items. In the budget and expense chart, it was recommended to add a percentage complete at the bars to help equate expenses to progress.

It was also mentioned to add information regarding Measure K in the financial section. Dr. Novak noted that this is the annual report required by Measure KK and this could be confusing, as Measure K did not require documentation. It was determined that no information would be provided in this section for Measure K.

#### **Project Narratives**

Comments and discussion took place for this section of the report as follows:

- **Indio HS** –The narratives should be modified to reflect more understandable terms for the public. Change building numbers as identifiers to names for the buildings, such as library, general education, arts buildings, etc.
- **ES#7** - Same information applies for terms used in the narratives similar to Indio HS. For example, change wayfinding, to directional signage. It was also noted to indicate the location of the school (Avenue 42 and Gore Street) on a small map to help familiarize the community with the location.
- **Hoover** – Change the order of the buildings listed to reflect the classrooms as first priority.
- **Energy Efficiency** – Use more familiar terms such as turf at small planter areas, and clarify the purpose for the projects and funds being allocated.
- **Editing** - Members asked if it would be ok to assist with editing of the next version of the annual report. Dr. Novak noted that it would be best to receive comments from the COC members, and for staff to complete the editing of the document.
- **Additional Comments** - Comments were provided by members to add headers for each project/or labels to help make each project stand out on the page, and to include general dates as well.

### **COC Checklist Page**

A general question was asked in regard to the timing for the completion of the audit, and if the auditor will be attending a COC meeting. Dr. Novak noted that the audit is complete, and the auditor will be invited to attend the next COC meeting to review the Audit Report.

### **Other Items**

There was discussion related to setting all COC meeting dates for the year and to possibly include this information in the annual report.

Dr. Novak clarified that the intent of the draft was for members to see a sample of the development of the annual report, and to provide input and comments. The draft will be revised and staff will work to incorporate comments and recommendations to improve the financial information and possibly send the document out for review or set up a special meeting. Staff will check to ensure all communications comply with Brown Act, and/or notify the members if a special meeting will be required to address the further development of the annual report.

7. **Continued Discussion of COC Web-site:** Dr. Feddersen initiated the discussion regarding the COC website. The committee discussed preferences regarding content and posted information on the website.

The following items were reviewed and discussed:

- Dr. Feddersen commented that the webpage is hard to find as it is at the bottom of the District's home page and that the name of the committee should be changed to reflect "Citizens Bond Oversight Committee". Dr. Novak explained that the webpage package the District uses limits the formatting capabilities. The name change is something that can be updated, and staff will work to get this information updated.
- Dr. Feddersen requested to add a link to the Facilities web page from the COC website.

**Meeting Notices** - There was also further discussion at this time regarding the COC meeting notices as follows:

- Information was requested on how the meetings are published besides the website. Dr. Feddersen referenced the local newspaper publication as a possibility for announcing the COC meetings, and other publications throughout the District. District staff will look into possibly publishing meeting dates and notices in the District's Beacon newsletter.
- Sonja Martin noted her approval of how the COC meetings are currently being advertised. The COC is representing the community and a report will be provided.

8. **Measure K Update:** Patrick Cisneros provided an update on the status of the Measure K bond program. Patrick presented an overview of the Indio High School Reconstruction project, which is the only project remaining and in progress for Measure K. The financial summary was also reviewed with the COC.

The following comments and discussion took place:

- Dr. Feddersen requested clarification as to why the total bond dollar amount in the report is over the \$450 million. Staff clarified that interest is also collected over the life of the bond and reflected in the report.
- Alice Young inquired about the new elementary #6 and #7 projects listed under the Measure K summary report and if these two sites were purchased at the same time. Patrick Cisneros advised that he was not certain if the properties were purchased at the same time, and would need to clarify this at the next meeting.

9. **Measure KK Update:** Patrick Cisneros provided an update on the status of the Measure KK bond program and provided an overview of the current projects in progress under 2015/18 bond series. The financial summary was also reviewed with the COC members.

The following comments and discussion took place:

- J. Spencer Baker inquired about whether the seismic work at Roosevelt can be done during the school year. Patrick Cisneros explained that the scope of work development is in progress and at this time it appears that the work is limited to structural components at the roofs and may not affect the interior space. Once

the work is further defined, the work will either take place during the school year or over two summer breaks.

- Dr. Novak explained the construction inflation development and allocation process to the COC members and there were no questions.
- Arnold Kaminsky inquired about the current commitments and expenditures and what these items are for since actual work has not started at the sites. Patrick Cisneros explained that there are initial planning and program development costs, including the costs for the architects, and construction managers who have been involved during the design phases of the projects.

10. **Site Tours:** Dr. Feddersen noted that the COC may want to consider taking a site tour to visit the projects. At this time, Indio High School is developed enough to allow for a safe tour of the new facilities.

11. **Future COC Meeting Dates:** The next meeting date was previously established at the last COC meeting and set for December 15, 2016 at 5:15 p.m.

Dr. Feddersen noted that in the event another meeting or a special meeting is necessary to review the draft report further; it may also be a good time to considering the site tours. Dr. Feddersen reiterated that the goal is for the COC to have a final report complete at the December meeting, and to discuss the presentation of the final annual report at the Board of Education meeting in January 2017.

**2017 COC Meetings** - Dr. Feddersen requested for all members to bring their calendars to the next meeting, in order to schedule the COC meeting dates for 2017.

12. **Adjournment:** The meeting was adjourned at 6:27 p.m. by Dr. Feddersen.

**END OF MEETING MINUTES**