



Lake Tahoe Unified School District  
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CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)  
**REGULAR MEETING MINUTES**  
 Wednesday, January 27, 2010 at 6:00 PM

CBOC Members Present	LTUSD Staff Members Present	Consultants Present	Guests Present
Amanda Adams Austin Sass Paul Bruso Steve Habaradas Mike Berg John Drum Absent: Pat Martin, Chris Cefalu and David Kelly	Deb Yates, CFO Dr. James Tarwater, Superintendent Steve Morales, Director of Facilities Angie Keil, Exec. Asst.	Curt Pollock Sara Range, PMG Wayne Sjolund, PMG Steve Newsom, LPA	Joe Stewart, SMC Construction Angela Swanson, School Facility Planning Consultants Casey Blann Kelly Lancellotti

**Item 1. CALL TO ORDER**

The Open Session of the regular meeting of the Citizens' Bond Oversight Committee (CBOC) was called to order by **Dr. Tarwater** at 6:07 p.m. at the Education Center Board Room. Chairman **Habaradas** was delayed and arrive at 6:26 p.m.

**Item 2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was not said.

**Item 3. APPROVAL OF AGENDA**

No vote was taken on the agenda.

**Item 4. COMMUNICATIONS FROM THE PUBLIC**

Dr. Tarwater thanked Paul Bruso and Chris Cefalu for their service over the past year. Mr. Bruso said that it was a great experience and that he's proud that LTUSD will have the nicest high tech school in the State to attract people to the area. Dr. Tarwater said that the Board also approved the purchase of netbooks; the first step to becoming the first district in the state to have one to one digital textbooks.

**Item 5. APPROVAL OF MINUTES OF NOVEMBER 18, 2009 MEETING**

**Amanda Adams** made a motion to approve the minutes as submitted; Mike Berg requested an amendment to the minutes of the 11/18/09 meeting: *Mike Berg asked for the specific number local people employed on the projects and the actual dollar amount of wages paid to local employees to date.* **Mike Berg** seconded the motion. The committee unanimously approved the minutes as amended.

**Item 6. INTRODUCTION OF NEW CBOC MEMBERS**

Kelly Lancellotti said that she has worked in accounting for Harrah's for thirteen years and is currently employed as Internal Auditor. She has two young children and has a vested interest in the schools. Casey Blann has worked at Heavenly since 1981 and is currently VP of Mountain Operations. His two children went through LTUSD, and his youngest daughter is currently attending Santa Clara University.

### **Item 7. SCHEDULE / PREPARATION OF THE ANNUAL REPORT TO THE COMMUNITY**

Chairman, Steve Habaradas led the discussion on how the Committee wishes to present their findings to the public in the form of an Annual Report. There are certain legal requirements that must go into the report and it was agreed that Dr. Tarwater will send a draft to the Committee two weeks prior to the next meeting (by March 17, 2010). In addition to the annual report, the Committee wants to prepare a separate document containing bullet points outlining certain highlights of the bond projects. From those documents, it was also suggested that a PowerPoint presentation be developed so that members can take that information back to the organizations they are representing. The Committee will finalize the Annual Report at the March 31, 2010 meeting.

### **Item 8. "GREEN BUILDING" DISCUSSION**

At the November 18, 2009, Paul Bruso requested that this item be agendaized, but there was not enough time for an in depth discussion on the item. Mr. Bruso said that Nikki Florio wished to submit questions through him on what the District is doing with regard to architectural designs based on "green" principles, did not provide them.

Architect, Steve Newsom, explained that the District has committed to CHPS (California High Performing Schools). He also discussed the difference between CHPS and LEED. The goal is to provide the best environment for students and teachers, within budget constraints. Steve Newsom also explained the cost savings efforts that are being made, adding that SMC is doing a great job in recycling construction waste. Landscape consultant and local resident Juliana Posperi explained her background and what she will be doing on the project.

### **Item 9. REVIEW OF MEASURE G PROJECTS**

Steve Morales reported that, in spite of the weather, great progress is being made on the CTE Building, which is 75% complete and he anticipates that it will be ready to occupy by April 19<sup>th</sup>. The ORG Building is 65% complete and the District will take that over by August 1, 2010. The STHS Performing Arts/Media Design Arts project is DSA approved and ready to bid as two separate projects. SMC Contracting has been approved to move forward and provide a GMP (Guaranteed Maximum Price). The process will be complete by 3/16/10 and will be on the 3/23/10 School Board agenda for approval. The STMS classroom wing is ready to bid but is not out yet. Preliminary design and development work is being conducted on the STHS student union project. The Boiler Room project is now part of the ORG building and original GMP will be amended, making this project eligible for matching funds from the State also. The Auto Shop had two big roll up glass doors installed, and in next two weeks they will start to install the automotive equipment. They are conducting hands on student tours of the construction, auto, and woodshop every two weeks.

### **Item 9. REVIEW OF BUDGET AND EXPENDITURES**

Debra Yates presented a revised Measure G Revenue Expense Report. She thanked Sara Range, Curt Pollock, and Angela Swanson for their input in developing a more understandable report as requested by the Committee. The Committee reviewed the document, beginning with the original Measure G Budget of \$64.5 million. The document reflects revisions to the original budget, including matching State funds; amounts paid or encumbered to date; the percent of Measure G funds committed to date (34%); and the uncommitted project balances (\$40,721,103.34 total). The current anticipated revenue is \$90.4 million, while the current program budget is approximately \$85.8 million. The District is legally required to complete all projects promised to the voters. If there are funds in excess of what was promised, the Board of Education, not the Committee would prioritize other projects.

Angela Swanson said that the District is chasing after every nickel by applying for grants that match the District's criteria. She also explained the status of the QSCB (Quality School Construction Bonds) program, saying that emergency legislation is in process to release this funding. The bottom line is that cash flow is driving the projects. It is very "fluid and frustrating" to keep up with the State, while maximizing the scope of the projects without running out of money. It was suggested that the State Matching Funds, be put directly below the project to which they belong instead of at the end of the Project Number grouping. Debra Yates stated that the recent audit conducted by the District's Independent Auditor and accepted by the Board of Education meets the Committee's obligation to certify the District's compliance with the performance requirements for the Proposition 39 and Measure G General Obligation Bonds as the Building Fund is one of the audited items.

**Item 10. NEXT MEETING DATE**

The next meeting date of the Citizens Bond Oversight Committee is scheduled for Wednesday, March 31, 2010 at 6:00 p.m. The location is tentatively set at the new CTE building. Please bring your calendar to set meetings for the next year.

**Item 11. ADJOURN**

The meeting was adjourned at 8:00 p.m.



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CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)  
**REGULAR MEETING MINUTES (AMENDED 1/27/10)**  
 Wednesday, November 18, 2009 at 6:00 PM

CBOC Members Present	LTUSD Staff Members Present	Consultants Present	Guests Present
Amanda Adams Austin Sass Patrick Martin Paul Bruso Steve Habaradas Chris Cefalu Mike Berg Absent: John Drum And David Kelly	Deb Yates, CFO Dr. James Tarwater, Superintendent Steve Morales, Director of Facilities Angie Keil, Exec. Asst.	Curt Pollock Sara Range, PMG Wayne Sjolund, PMG David Nanry DSA Inspector Steve Newsom LPA, Inc.	Joe Stewart, SMC Construction Angela Swanson, School Facility Planning Consultants Nikki Florio

**Item 1. CALL TO ORDER**

The Open Session of the regular meeting of the Citizens' Bond Oversight Committee (CBOC) was called to order by **Steve Habaradas** at 6:03 p.m. at the South Tahoe High School Career Center.

**Item 2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said.

**Item 3. APPROVAL OF AGENDA**

**Patrick Martin** made a motion to approve the agenda as submitted; **Chris Cefalu** seconded the motion. Unanimously approved.

**Item 4. COMMUNICATIONS FROM THE PUBLIC**

There were no comments from the public.

**Item 5. APPROVAL OF MINUTES OF June 24, 2009 MEETING**

**Paul Bruso** made a motion to approve the agenda as submitted; **Chris Cefalu** seconded the motion. Unanimously approved.

**Item 6. TOUR OF CONSTRUCTION SITE**

**Joe Stewart** and **Steve Morales** led the committee and attendees on a tour of the Career Technical Education (CTE) building and the Overcrowding Relief Grant (ORG) building. It was evident that the construction process is moving very well on the two buildings currently under construction. The ORG is a 29,240 sf. two story building and will be mainly for classrooms in the Math department. That building is 45% complete. The CTE is a two story 29,860 sf. building, which will house the Auto/Transportation classes on the first floor and the Construction, Art & Architectural Design classes on the second floor. That building is 55% complete.

**Item 7. REVIEW OF MEASURE G FACILITY MASTER PLAN SCHEDULE AND FUTURE PROJECTS**

Dr. Tarwater reviewed the progress of the bond construction to date, indicating that the first two projects are well under way on the accelerated construction schedule. The CTE building is targeted to open in April 2010 and the ORG in September 2010. The boiler project is crucial because the demands of the two new buildings will surpass the current capacity. It must be completed in summer 2010, so it is critical right now to get plans in and go to bid at the first of the year. The Media/Design Arts building will tie everything together. Students will move out of the current theatre when the CTE building is ready and asbestos abatement will begin in order to break ground on that project by May 1, 2001.

Dr. Tarwater explained that it would behoove the District to get started on the STMS Sixth Grade Wing project as soon as possible and that another Lease/Leaseback would be the preferred method of delivery. Because of the delay in the release of additional matching funds from the State, a cash flow problem is anticipated, which would require the contractor to finance the project for a time. He anticipates using \$10 million in matching funds currently received, plus another \$7 \$10 in Qualified School Construction Bond (QSCB) money to continue the construction schedule. Joe Stewart, Steve Morales, and Steve Newsom attested to the fact that this is a very opportune time to build, since materials costs are down, sub contractor pricing is very competitive, and construction projects stimulate the economy. Angela Swanson said that if the District waits until the money is in the bank, the construction costs could go up 20 30%. Ms. Swanson proceeded to give the committee an overview of state bonds, matching funds, and school construction projects planning and approval phases. Dr. Tarwater said that the next bond issuance is not anticipated until March 2011, and a third sale will be conducted after that, until the entire \$64.5 Measure G bonds are sold. He said that he intends to seek "conceptual approval" from the Board of Education to move ahead with another Lease Leaseback for the STMS project.

A discussion ensued regarding the use of local contractors, with Joe Stewart reiterating that he has been very proactive in encouraging locals to apply. He said that 30 40% of the work is going through local contractors and they have even split up packages to ensure that locals get a chance to bid. **AMENDMENT PURSUANT TO 1/27/10 APPROVAL OF MINUTES:** *Mike Berg asked for the specific number local people employed on the projects and the actual dollar amount of wages paid to local employees to date.*

It was suggested that a "community opinion piece" should be put out by the committee to show the positive things that are happening with the construction and funding pieces, particularly the almost \$30 million in matching funds.

**Item 8. "GREEN BUILDING" DISCUSSION**

Paul Brusco, who requested that this item be agendaized, said that there was not enough time for an in depth discussion on this item. He said that people want to know what the District is doing with regard to architectural designs based on "green" principles. Architect, Steve Newsom, responded that the Board of Education passed a resolution which was a formal commitment to become a CHPS (California High Performing Schools) District. (This means that the Board will ensure that every new school, new building and modernization project, from the beginning of the design process, incorporates CHPS criteria and best practices to the extent feasible). Mr. Newsom suggested that Mr. Brusco email him a list of questions and he can answer them at the next meeting.

**Item 9. REVIEW OF BUDGET AND EXPENDITURES**

Curt Pollock and Sarah Range presented the financial statements for Projects #501 #900. Revenues and expenditures included various categories to reflect the changes that are occurring within the budgets as the projects move along. It did not appear to be readily evident from the reports exactly how the District is faring compared to the original architect's budget. Steve Newsom said that his numbers are not as accurate as Sara's. Mr. Habaradas said that a blend of the two budgets, in a simpler format, would be better so that the committee members can tell the community what percentage of the funding is spent to date vs. the percentage of project completion. They also want to make sure that the expenditures are in line with the original architect's estimate. Steve Newsom said that "from the architects' view, we're in good shape, and even in better shape schedule wise".

**Item 10. NEXT MEETING DATE**

The next meeting date of the Citizens Bond Oversight Committee is scheduled for Wednesday, January 27, 2010 at 6:00 p.m. A location will be announced depending on the weather conditions.

**Item 11. ADJOURN**

The meeting was adjourned at 8:10 p.m.

**LTUSD Measure G Revenue Expense Report**

January 27, 2010

**REVISED**

Revenue	Measure G Bond	State Funds	Interest Earned	Other Funds	Totals
1) Total Revenue Received as of 12/31/09	\$ 29,996,057.60	\$ 5,980,000.00	\$ 86,496.90	\$ -	\$ 36,062,554.50
2) Anticipated Measure G Bond Revenue	\$ 34,503,942.40				\$ 34,503,942.40
3) Anticipated State Funds		\$ 19,900,000.00			\$ 19,900,000.00
Approved Not Funded		\$ 15,500,000.00			
Submitted Not Yet Approved		\$ 4,400,000.00			
4) Anticipated Interest			\$ 250,000.00		\$ 250,000.00
<b>Total Revenue:</b>					<b>\$ 90,466,496.90</b>

Project Number	Project	Original Measure G Budget	Revised Current Budget	Increase/Decrease	Paid or Encumbered to Date	Percent Committed	Uncommitted Project Balances
201	Transportation/Warehouse Base Program	\$ 2,112,384.00	\$ 2,112,384.00	\$ -		0.0%	\$ 2,112,384.00
301	Bijou Elementary School - Base Program	\$ 6,647,507.00	\$ 6,647,507.00	\$ -		0.0%	\$ 6,647,507.00
401	Environmental Magnet School Base Program	\$ 2,473,437.00	\$ 2,473,437.00	\$ -		0.0%	\$ 2,473,437.00
501	Sierra House Elementary School	\$ 100,000.00	\$ 113,000.00	\$ 13,000.00	\$ 94,795.00	83.9%	\$ 18,205.00
601	Tahoe Valley Elementary School	\$ 728,305.00	\$ 728,305.00	\$ -	\$ 69,824.00	9.6%	\$ 658,481.00
<b>South Tahoe Middle School</b>							
702	South Tahoe Middle School - Classroom Building	\$ 7,460,228.93	\$ 9,024,861.00	\$ 1,564,632.07	\$ 518,923.00	5.7%	\$ 8,505,938.00
	Other Base Program Scope	\$ 1,779,999.07	\$ 1,762,500.00	\$ (17,499.07)	\$ -	0.0%	\$ 1,762,500.00
	Less State Funds		\$ (4,400,000.00)	\$ (4,400,000.00)			
	<b>Site Total:</b>	<b>\$ 9,240,228.00</b>	<b>\$ 6,387,361.00</b>	<b>\$ (2,852,867.00)</b>	<b>\$ 518,923.00</b>	<b>8.1%</b>	<b>\$ 10,268,438.00</b>
<b>South Tahoe High School</b>							
801	South Tahoe High School - ORG Building	\$ 14,753,106.00	\$ 14,088,773.20	\$ (664,332.80)	\$ 13,499,404.00	95.8%	\$ 589,369.20
802	South Tahoe High School - CTE Building/Entry	\$ 15,487,144.00	\$ 14,409,403.14	\$ (1,077,740.86)	\$ 13,532,862.00	93.9%	\$ 876,541.14
803	South Tahoe High School - Boiler Replacement	\$ 448,149.00	\$ 682,000.00	\$ 233,851.00	\$ 90,260.00	13.2%	\$ 591,740.00
804	South Tahoe High School - Media/Design Arts	\$ 8,224,418.00	\$ 8,474,200.00	\$ 249,782.00	\$ 553,217.00	6.5%	\$ 7,920,983.00
805	South Tahoe High School - Performing Arts	\$ 6,989,724.00	\$ 7,900,530.00	\$ 910,806.00	\$ 440,895.00	5.6%	\$ 7,459,635.00
806	South Tahoe High School - Blue & Gold Gym Mod	\$ 4,541,023.00	\$ 4,544,586.00	\$ 3,563.00	\$ 39,359.00	0.9%	\$ 4,505,227.00
807	South Tahoe High School - Student Union/Mall	\$ 3,574,978.00	\$ 8,052,622.00	\$ 4,477,644.00	\$ 400,560.00	5.0%	\$ 7,652,062.00
808	South Tahoe High School - Classroom Technology	\$ 1,206,084.00	\$ 1,206,084.00	\$ -	\$ -	0.0%	\$ 1,206,084.00
809	South Tahoe High School - Building B Modernization	\$ 227,500.00	\$ 237,500.00	\$ 10,000.00	\$ -	0.0%	\$ 237,500.00
	Other Base Program Scope - Site Utilites	\$ 204,291.00	\$ 397,889.00	\$ 193,598.00	\$ -	0.0%	\$ 397,889.00
	State Matching Funds:	\$ (15,400,000.00)	\$ (21,480,000.00)	\$ (6,080,000.00)			\$ (15,500,000.00)
	<b>Site Total:</b>	<b>\$ 40,256,417.00</b>	<b>\$ 38,513,587.34</b>	<b>\$ (1,742,829.66)</b>	<b>\$ 28,556,557.00</b>	<b>74.1%</b>	<b>\$ 15,937,030.34</b>
900	Program Contingency/Bond Administration (4.5%)	\$ 2,941,722.00	\$ 2,941,722.00	\$ -	\$ 336,101.00	11.4%	\$ 2,605,621.00
<b>Measure G Fund Total:</b>		<b>\$ 64,500,000.00</b>	<b>\$ 59,917,303.34</b>	<b>\$ (4,582,696.66)</b>			
<b>Measure G plus State Funds Total:</b>		<b>\$ 79,900,000.00</b>	<b>\$ 85,797,303.34</b>	<b>\$ 5,897,303.34</b>	<b>\$ 29,240,099.00</b>	<b>34.1%</b>	<b>\$ 40,721,103.34</b>

<b>Summary</b>	<b>Current Program Budget:</b>	<b>\$ 85,797,303.34</b>
	<b>Current Anticipated Revenue:</b>	<b>\$ 90,466,496.90</b>
	<b>Current Budget Remaining:</b>	<b>\$ 4,669,193.56</b>

*\*Please note: Project Budgets include 20% for all soft costs that include, Architect Fees, Program Administration, Bond Sales, Equipment, Etc.*