

Dedicated to a Tradition of  
Educational Excellence,  
Integrity, and Community

## FORTUNA UNION HIGH SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

**5:30 PM Open Session**

District Office Conference Room  
379 Twelfth Street, Fortuna, CA 95540

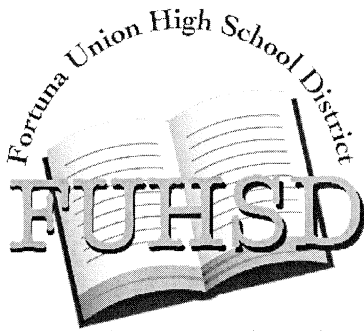
**Committee Meeting  
September 4, 2013  
AGENDA**

- 1.0 Opening Ceremony – Meeting of the Citizens' Bond Oversight Committee – 5:30 PM**
  - 1.1 Call to Order
  - 1.2 Welcome by Chair: Trina Pockett  
Vice-Chair: Dave Reed  
Members: Joy Crotty, Erin Dunn, Doug Edgmon, John Prevost and Dave Settle
- 2.0 Approval of April 24, 2013 Meeting Minutes**
- 3.0 Items for Report, Discussion, and Possible Action**
  - 3.1 Report, Discussion and Possible Action to discuss the new East High Building schedule – Report by Glen Senestraro
  - 3.2 Report, Discussion and Possible Action to review the bond expenditures incurred to date – Report by Corey Weber
  - 3.3 Report, Discussion and Possible Action to determine the annual report to the board – Report by Glen Senestraro
  - 3.4 Report, Discussion and Possible Action to decide on the next meeting date – Report by Glen Senestraro
- 4.0 Tour of the Current Facilities**
- 5.0 Adjournment**

*In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (707) 725-4461 or [district@fuhsdistrict.org](mailto:district@fuhsdistrict.org). Notification by Friday noon preceding the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.*

*Written materials distributed to the FUHSD Board of Education within 72 hours of the Board meeting are available for public inspection immediately upon distribution at the Superintendent's Office 379 Twelfth Street, Fortuna, CA 95540.*

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## FORTUNA UNION HIGH SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

**5:30 PM Open Session**

District Office Conference Room  
379 Twelfth Street, Fortuna, CA 95540

### Committee Meeting

April 24, 2013

Minutes

#### **1.0 Opening Ceremony – Meeting of the Citizens' Bond Oversight Committee – 5:30 PM**

The meeting was called to order at 5:30 pm by District Superintendent Glen Senestraro. Committee member present were: Trina Pockett, Dave Reed, Joy Crotty, Doug Edgmon, Dave Settle, John Prevost's wife. Committee Member absent: Erin Dunn.

1.1 Call to Order

1.2 Introductions

#### **2.0 Committee Organization**

2.1 Nominations for Chair

2.2 Election of Chair – Elected Trina Pockett

2.3 Nominations for Vice-Chair

2.4 Election of Vice-Chair – Elected Dave Reed

#### **3.0 Approval of Agenda Order**

#### **4.0 Items for Report, Discussion, and Possible Action**

4.1 Report, Discussion and Possible Action of the FUHSD Citizens' Bond Oversight Committee By-Laws and signing of the Ethics Policy Statement by each member – Report by Glen Senestraro: group reviewed the By-Laws and Ethics Policy Statement

4.2 Report, Discussion and Possible Action to update and solicit feedback from the committee on the website design and structure – Report by Glen Senestraro: had a discussion on design and structure

4.3 Report, Discussion and Possible Action to discuss Board-established Bond projects, priorities, calendars, etc. – Report by Glen Senestraro and Corey Weber: Glen and Corey went over the FUHSD Board's bond priorities

4.4 Report, Discussion and Possible Action to decide on information needed from District Staff for the next meeting – Report by Glen Senestraro: directed staff to provide the similar information

4.5 Report, Discussion and Possible Action to develop a 2013 meeting calendar – Report by Glen Senestraro: next meeting is September 4, 2013

#### **5.0 Dates of Future Meetings**

#### **6.0 Adjournment**

**6:48 pm**

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Glen Senestraro, Superintendent  
Fortuna Union High School District

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Trina Pockett, Chair  
Bond Oversight Committee

## Agenda Backup

Item No: 3.1

**Date:** 4 September 2013

**Item:** Report, Discussion and Possible Action to discuss the new East High Building schedule

**Overview:** The timeline for the new East High School Building had to change due to a possible flood reduction effort by the City of Fortuna. The City was contemplating digging a channel to divert the flood water in the event of a 100-year flood. If the City would have approved this channel, it would have created some additional issues with drainage. The City did not approve this option.

The District plans on breaking ground on June 1, 2014. The project is scheduled to be finished by August 15, 2014.

**Recommendation:** None

**Budget Considerations:** None

**Funding Source:**

**Budgeted:**

**Amount:**

**Prepared by:** Glen Senestraro

**Reviewed by:** Glen Senestraro

## Agenda Backup

Item No: 3.2

**Date:** 4 September 2013

**Item:** Report, Discussion and Possible Action to review the bond expenditures incurred to date

**Overview:** As we discussed at the last meeting, most of the first bond proceeds will be used to pay for the “soft” costs and the new East High Building. Please see the attached tracking spreadsheet.

**Recommendation:** Staff recommends a discussion regarding the attached tracking spreadsheet.

**Budget Considerations:**

**Funding Source:**

**Budgeted:**

**Amount:**

**Prepared by:** Glen Senestraro

**Reviewed by:** Glen Senestraro

**FORTUNA UNION HIGH SCHOOL DISTRICT**  
**BOND FUNDS TRACKING SPREADSHEET**  
**Series A (2013)**

updated: 8/26/2013

**Proceeds From Sale of Bond and Associated Closing Expenditures (Fund 21)**

| Item                         | Amount                | Description   |
|------------------------------|-----------------------|---|
| Bond Proceeds (2013)         | \$3,500,000.00        | Sale of series A  |
| Underwriters' Discount       | -\$68,512.50          | Underwriter's Discount, fees (Edward Jones)                                   |
| Debt Service Fund            | -\$56,169.06          | Transfer to Fund 51, 3/1/2013, TF-131921, 21-9400-0-0000-0000-8951-000-0000   |
| <b>Total Deposited</b>       | <b>\$3,375,318.44</b> | Deposited in Fund 21, 2/28/2013, TF-131690, 21-9400-0-0000-0000-8951-000-0000 |
| Cost of Issuance Account     | -\$154,011.84         | 3/1/2013, TF-131921, 21-9400-0-0000-9100-7434-000-0000                        |
| <i>Issuance breakdown</i>    | -\$67,411.84          | Isom Advisors, Financial Advisor Fee, reimbursable expenses                   |
|                              | -\$25,000.00          | Isom Advisors, Pre-Election Services Rendered                                 |
|                              | -\$49,850.00          | Jones Hall, Bond Counsel and Disclosure Counsel fees & expenses               |
|                              | -\$300.00             | County of Humboldt, Paying Agent fee and reimbursable expenses                |
|                              | -\$2,750.00           | Royce Printing, Official Statement Printing                                   |
|                              | -\$8,700.00           | Standard's & Poor's, Rating Agency Fee  |
| Interest Earned              | \$4,749.91            | As of 6/30/2013   |
| <b>Total Available Funds</b> | <b>\$3,226,056.51</b> |   |

**2012-2013 Expenditures in Building Fund (21)**

| Vendor                         | Amount              | Paid      |           | Invoice # | PO #   | Site | Project | Description                                |
|--------------------------------|---------------------|-----------|-----------|-----------|--------|------|---------|--|
|                                |                     | Date      | Warrant # |           |        |      |         |  |
| BCA Architects                 | \$27,332.56         | 3/7/2013  | 322691    | 39714     | 130822 | 000  | 0000    | Master Plan and associated expenses        |
| BCA Architects                 | \$20,592.00         | 3/14/2013 | 323481    | 39819     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$69,300.00         | 3/14/2013 | 323481    | 39820     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$5,000.00          | 3/14/2013 | 323481    | 39820     | 130849 | 410  | 0000    | FHS Fog City As-builts retainer            |
| BCA Architects                 | \$5,181.69          | 3/14/2013 | 323481    | 39820     | 130850 | 410  | 0000    | FHS Civil Engineering Fees (SHN/CLC/BCA)   |
| BCA Architects                 | \$27,720.00         | 4/4/2013  | 325627    | 39839     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$690.66            | 4/4/2013  | 325627    | 39839     | 130850 | 410  | 0000    | FHS Civil Engineering Fees (SHN/CLC/BCA)   |
| BCA Architects                 | \$5,148.00          | 4/4/2013  | 325627    | 39838     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$6,987.75          | 4/11/2013 | 326004    | 39840     | 130849 | 410  | 0000    | FHS Fog City As-builts final payment       |
| SHN Consulting                 | \$18,000.00         | 4/29/2013 | 327592    | 79551     | 130961 | 000  | 0000    | Geotechnical Engineering Services          |
| BCA Architects                 | \$2,535.00          | 4/30/2013 | 328729    | 39868     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$25,350.00         | 4/30/2013 | 328729    | 39868     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$1,704.30          | 4/30/2013 | 328729    | 39868     | 130847 | 420  | 0141    | East High Civil Engineering Fees           |
| BCA Architects                 | \$2,520.00          | 4/30/2013 | 328729    | 39869     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$25,200.00         | 4/30/2013 | 328729    | 39869     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$4,318.65          | 4/30/2013 | 328729    | 39869     | 130850 | 410  | 0000    | FHS Civil Engineering Fees (SHN/CLC/BCA)   |
| BCA Architects                 | \$21,450.00         | 6/20/2013 | 332981    | 39916     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$4,677.30          | 6/20/2013 | 332981    | 39916     | 130847 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$2,145.00          | 6/20/2013 | 332981    | 39916     | 130848 | 420  | 0141    | East High Civil Engineering Fees           |
| BCA Architects                 | \$12,600.00         | 6/20/2013 | 332981    | 39917     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$1,332.11          | 6/20/2013 | 332981    | 39917     | 130850 | 410  | 0000    | FHS Civil Engineering Fees (SHN/CLC/BCA)   |
| BCA Architects                 | \$1,260.00          | 6/20/2013 | 332981    | 39917     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| SHN Consulting                 | \$2,000.00          | 6/27/2013 | 333593    | 79725     | 130961 | 410  | 0000    | Geotechnical Engineering Services          |
| SHN Consulting                 | \$5,000.00          | 6/27/2013 | 333593    | 79725     | 130962 | 410  | 0000    | Geotechnical Engineering Services          |
| SHN Consulting                 | \$15,000.00         | 6/27/2013 | 333593    | 79725     | 130962 | 410  | 0000    | Geotechnical Engineering Services          |
| BCA Architects                 | \$8,580.00          | 7/17/2013 | 334847    | 39944     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$858.00            | 7/17/2013 | 334847    | 39944     | 130848 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$2,157.15          | 7/17/2013 | 334847    | 39944     | 130847 | 420  | 0141    | East High Civil Engineering Fees           |
| BCA Architects                 | \$157,500.00        | 7/17/2013 | 334847    | 39947     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$15,792.00         | 7/17/2013 | 334847    | 39947     | 130849 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$3,937.20          | 7/17/2013 | 334847    | 39947     | 130850 | 410  | 0000    | FHS Civil Engineering Fees (SHN/CLC/BCA)   |
| <b>Total Paid in 2012-2013</b> | <b>\$501,869.37</b> |           |           |           |        |      |         |  |

Balance as of 6/30/2013 **\$2,724,187.14**

**FORTUNA UNION HIGH SCHOOL DISTRICT**  
**BOND FUNDS TRACKING SPREADSHEET**  
**Series A (2013)**

updated: 8/26/2013

**2013-2014 Revenues in Building Fund (21)**

|                              |                       |
|------------------------------|-----------------------|
| Beginning Balance 7/1/2013   | \$2,724,187.14        |
| Interest Earned              | \$0.00                |
| <b>Total Available Funds</b> | <b>\$2,724,187.14</b> |

**2013-2014 Expenditures in Building Fund (21)**

| Vendor                         | Amount             | Paid      |           | Invoice # | PO #   | Site | Project | Description                                |
|--------------------------------|--------------------|-----------|-----------|-----------|--------|------|---------|--|
|                                |                    | Date      | Warrant # |           |        |      |         |  |
| SHN Consulting                 | \$17,500.00        | 7/31/2013 | 335975    | 80221     | 140091 | 000  | 0000    | Surveyor Services                          |
| BCA Architects                 | \$4,290.00         | 8/21/2013 | 337276    | 39973     | 140129 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$436.80           | 8/21/2013 | 337276    | 39973     | 140129 | 420  | 0141    | East High Schematic Design, assoc expenses |
| BCA Architects                 | \$42,000.00        | 8/21/2013 | 337276    | 39974     | 140130 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
| BCA Architects                 | \$4,200.00         | 8/21/2013 | 337276    | 39974     | 140130 | 410  | 0000    | FHS Schematic Design and assoc expenses    |
|                                |                    |           |           |           |        |      |         |  |
|                                |                    |           |           |           |        |      |         |  |
| <b>Total Paid in 2013-2014</b> | <b>\$68,426.80</b> |           |           |           |        |      |         |  |

Current Fund Balance **\$2,655,760.34**

| Code | Site | Project              |
|------|------|----------------------|
| 0141 | 420  | East High Building   |
| 0142 | 410  | FHS Gyms             |
| 0143 | 410  | FHS Athletic Complex |
| 0144 | 410  | FHS Theater          |
| 0000 | 000  | Unspecified          |

| Abbr | Name                                  | Service                    |
|------|---------------------------------------|----------------------------|
| BCA  | Bunton Clifford Associates, Inc       | Architects/Project Manager |
| CDE  | California Department of Education    |                            |
| CLC  | Corinne Loskot Consulting             | Funding Consultant         |
| DSA  | Division of the State Achitect        | State Approval             |
| HPI  | High Performance Incentive            | State Funding Source       |
| OPSC | Office of Public School Construction  |                            |
| SHN  | SHN Consulting Engineers & Geologists | Civil Engineering          |

|         |  |
|---------|--|
| Fund 21 | Building Fund - <b>District Fund</b> for deposit of Bond proceeds and expenses of Bond Projects. |
| Fund 51 | Bond Interest and Redemption Fund - <b>County Controller Fund</b> to redeem Bond.                |

# Agenda Backup

Item No: 3.3

**Date:** 4 September 2013

**Item:** Report, Discussion and Possible Action to determine the annual report to the board

**Overview:** Article 13A, Section 1(b)(3) of the California Constitution states:

Bonded indebtedness incurred by a school district, community college district, or county office of education for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, approved by 55 percent of the voters of the district or county, as appropriate, voting on the proposition on or after the effective date of the measure adding this paragraph. This paragraph shall apply only if the proposition approved by the voters and resulting in the bonded indebtedness includes all of the following accountability requirements:

(A) A requirement that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b) (3), and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

The committee will need to draft a statement indicating whether the District is in compliance.

**Recommendation:** Staff recommends drafting a statement indicating compliance.

**Budget Considerations:**

**Funding Source:**

**Budgeted:**

**Amount:**

**Prepared by:** Glen Senestraro

**Reviewed by:** Glen Senestraro

## Agenda Backup

Item No: 3.4

**Date:** 4 September 2013

**Item:** Report, Discussion and Possible Action to decide on the next meeting date

**Overview:** The committee needs to set up another meeting date.

**Recommendation:** Staff recommends deciding on a date for the next meeting.

**Budget Considerations:**

**Funding Source:**

**Budgeted:**

**Amount:**

**Prepared by:** Glen Senestraro

**Reviewed by:** Glen Senestraro