

**LA CAÑADA UNIFIED SCHOOL DISTRICT**  
**MEETING OF THE BOND OVERSIGHT COMMITTEE**

December 16, 2004  
4490 Cornishon Avenue  
Room 41  
La Cañada Flintridge, CA 91011

The meeting was called to order at 7:35 a.m. by Committee Chair, Craig Steele.

**ROLL CALL**

Those in attendance were:

Susan Boyd	Craig Steele	Julie Markowitz
Robert Louk	Melissa Schiller	William Choi
Scott Lorenz	Barry Franzen	Mike Leininger
Sue Leabo	Andy Beattie	

Doug Leeds was not in attendance.

There were three people in the audience.

**APPROVAL OF AGENDA**

It was moved and seconded (Beattie/Franzen) to approve the agenda. The motion to approve the agenda was adopted unanimously.

**APPROVAL OF MINUTES**

Mr. Steele reported the minutes of the September 16, 2004 meeting of the Bond Oversight Committee were distributed to the committee members in advance for review. The minutes of the September 16, 2004 meeting of the Bond Oversight Committee were approved as presented.

**1. Review Estimated Construction Costs**

Dr. Leabo distributed the Bond Fund 2004 Summary as of October 23, 2004, which was prepared by the Business Office. Mr. Windsor of Osborn Architects discussed the document distributed. Mr. Windsor clarified encumbered costs to date.

Procedures on this bond as compared to the previous bond were discussed. It was stated there appears to be better communication this time around and better checks and balances. Soft costs were discussed and clarified.

Sue discussed the information on Fund 21 of the 1999 bond. There may be \$1.7 million left in that bond at the end of the year. The district doubled the fund by receiving monies from the state.

Fund 35.1 (Science Labs) and Fund 35.2 were also discussed.

## **2. Review of Committee By Laws**

The committee reviewed the amendments adopted by the governing board on December 7, 2004. The governing board modified Section 3.2 and the bylaws were adopted.

## **3. Review Schematic Drawings**

Schematic drawings were distributed. The site committees have not seen this document but they have seen the contents of this document. Mr. Steele requested when information is going to be presented he would like to see the information ahead of time. Mr. Windsor stated his firm has been in a process with each of the sites to help determine what is being presented to the committee this morning. Mr. Windsor discussed in detail the modernization projects for the district at La Canada High School, Palm Crest Elementary and Paradise Canyon Elementary.

The schematic design was distributed on the modernization of the new district office. The district office was discussed. Questions raised were the need to move the office and the potential loss of lease income.

Dr. Leabo briefly discussed the 7-11 committee (Surplus Property Advisory Committee) and the potential sale of the current district office property. The committee is a board appointed committee.

Mr. Steele recommended the committee meet as soon as possible after the scheduled site tours to make any recommendations to the superintendent, as well as answering the questions Dr. Leabo has identified. The committee is being asked to review the Palm Crest Elementary site work and the Paradise Canyon Elementary conference room/multi-purpose room and asphalt site work to see if these projects are consistent with the bond language. Mr. Steele recommended the site committees be invited to present their opinions on why they feel the language is consistent. Mr. Steele thinks it would be helpful to have the rationale available at the meeting.

## **4. Review Site Committee Letters**

Dr. Leabo distributed site letters from Palm Crest Elementary and Paradise Canyon Elementary. Mr. Steele reported the committee requested the letters from each site to clarify the first phase requests from each site. La Canada Elementary's letter was not available.

## **5. Scheduling of Future Committee Meetings**

The next meeting was scheduled for January 13, 2005 at 5:00 p.m. after the Paradise Canyon Elementary site tour.

**COMMENTS**

Dr. Leabo distributed information to the committee regarding Prop 39.

**OPPORTUNITY FOR PUBLIC COMMENT**

None

**ADJOURNMENT**

The meeting was adjourned at 9:15 a.m.