

EAST SIDE UNION HIGH SCHOOL DISTRICT

MEASURE G CITIZENS BOND OVERSIGHT COMMITTEE

ANNUAL REPORT FOR 2002/2003

RELEASED 12 FEBRUARY 2004

INDEX

**EXECUTIVE SUMMARY**

**I – OVERSIGHT COMMITTEE MEMBERS**

**II – OVERSIGHT COMMITTEE RESPONSIBILITIES**

**III – PROGRAM ACTIVITIES TO DATE**

- A. Report from Master Plan Architect
- B. Report from Program Manager

**IV – PROGRAM FINANCIAL STATUS**

- A. Report from Internal Auditor
- B. Financial Activity Measure G funds
- C. Expenditure details for 2002/2003

**ATTACHMENTS**

- Official Bond language
- Bond project list

EAST SIDE UNION HIGH SCHOOL DISTRICT

MEASURE G BOND OVERSIGHT COMMITTEE  
ANNUAL REPORT FOR 2002/2003

The following report is submitted to the residents, taxpayers, and voters of the East Side Union High School District in compliance with the Strict Accountability in Local School Construction Bonds Act of 2000 ("Strict Accountability Act"). This Act requires that the School District Board of Trustees (School Board) form an independent citizens' oversight committee, and that this committee report to the public on the proper expenditure of bond funds at least once each year.

Respectfully submitted,

Dennis Umphress, Chairperson  
ESUHSD Measure G  
Citizens Bond Oversight Committee  
12 February 2004

\*\*\*\*\*

EXECUTIVE SUMMARY

March 5, 2002 Election

**Measure G**

**School Facility Improvement  
East Side Union High School District**

Bond Issue; 55% approval required

33,345 / **69.9%** Yes votes ..... 14,342 / **30.1%** No votes

The Bond Oversight Committee has held two meetings, on October 21, 2002 and May 19, 2003. Minutes of the meetings can be found at <http://www.esuhd.org/esoc/index.html>

The Committee has not seen any Bond revenues expended improperly.

The citizens' oversight committee hereby advises the public that the school district is in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.

## **I - OVERSIGHT COMMITTEE MEMBERS**

Mr. Rolando Lorea  
Mr. John T. Moore  
Mr. Ray Delgado  
Ms. Margaret Guerra  
Mr. Will Johnson  
Mr. Bud Lomonaco  
Ms. Sara Przemielewski  
Mr. Dennis Umphress

## **II – COMMITTEE RESPONSIBILITIES**

The Citizens' Bond Oversight Committee is charged with reviewing the expenditure of Measure G funds and reporting to the public their findings. The Committee does not formulate education policy or authorize the expenditure of taxpayer funds, but may provide opinions to District staff concerning the course of the Bond program, as may any member of the public.

## **III – PROGRAM ACTIVITIES TO DATE**

### **A. Report from Master Plan Architect**

Perkins & Will has completed the majority of Master Plan Phases I, II, & III. The following outline summarizes progress in completing the District Facilities Master Plan as well as information for review and approval by the District.

- Master Plan Phase I-completed
- Master Plan Phase II- 50 % complete
- Master Plan Phase III- 65% complete -in Progress ( completed Preliminary Needs Assessments for District Review)
- Projected Start date for Phase IV- Sept 2003
- Phase I & II Projects (“Quick-Start Projects”) Report submitted to District in June 2003.
- Preliminary Needs Assessments Complete
- Proposed List of District Priority Projects-Complete
  - Draft for District approval

### Summary of completed Master Plan Tasks

- Review current State Funding Application Status
- Review current District Professional Service Agreements
- Complete Current Projects Status Report
- District Facility Planning Meetings
- Outline Master Facilities Program Schedule
- Preliminary District Needs Assessment
- Initial Campus Surveys
- Campus Steering Committee Meetings
- Engineering Consultants - Campus Initial Surveys
- Coordination with District Maintenance/Operations
- Prepare / Update Existing Campus Building Diagrams
- Create Comprehensive Existing Campus Data Base from District Provided Information

- Review of District Demographics/Enrollment Projections
- Complete Preliminary Campus Needs Assessments
- Identify Campus Priority Projects
- Identify Campus “Quick-Start” Projects
- Outline District Priorities Projects
- Identify Joint-Use Project Opportunities
- Building Renovation Needs Analysis
- New Construction Needs Analysis
- Preliminary District Project / Construction Budgetary Analysis
- Measure G – Outline of Project Expenditures

B. Report from Program Manager

The Seville Group (Measure G Bond Program Manager) has completed the following Bond Program activities to date:

- The Program Master Schedule has been generated with over 200 individual projects fully detailed. The schedule is currently being used to analyze and evaluate overall work sequences on each campus and District-wide, identify opportunities for alternate contracting strategies and packaging, and establish probable work loads and resource requirements. The Master Program Schedule will continue to evolve and become more accurate as the results of the Needs Assessment projects and program priorities are identified and confirmed. In addition, Measure G projects completed to date, or currently in progress, have been input into the Master Program Schedule to more accurately identify the scope of the Program.
- The Program Cost Model has been initiated and the “base” cost/budget information has been input for over 200 individual projects, based on the original Bond project list. The cost model is currently being used to analyze expenditure and income cash flow, effects of inflation and placement of projects on the schedule, additional funding projections, and Bond funding requirements. The Cost Model will continue to become more accurate as the results of the Needs Assessment projects and program priorities are identified and confirmed. In addition, previously expended or committed Measure G funds have been input into the cost model in order to maintain an accurate accounting of the Bond fund balance.
- The first draft of the Program Implementation Plan has been prepared and is currently being reviewed by District staff. The Implementation Plan will continue to be refined and expanded as projects, strategies, priorities, costs, and schedules are refined and confirmed.
- The Program Document control procedures have been drafted for review and approval by District staff.
- Project Management and Construction Management procedures are being drafted for review and approval by District staff.

## V – PROGRAM FINANCIAL STATUS

### A. Report from Internal Auditor

Citizens Bond Oversight Committee  
East Side Union High School District  
830 N. Capitol Avenue  
San Jose, California 95133

#### Members of the Citizens Bond Oversight Committee

I have audited the financial activities and expenditures of Measure G for the year ended 30 June 2003. In my opinion the accompanying report presents fairly, in all material respects, the expenditures made by East Side Union High School District in respect to these bond proceeds. This report lists expenditures by site followed by a detailed breakdown of the expenditures.

For the Fiscal Year 2002/2003 ending 30 June 2003 the district sold \$60,000,000 in General Obligation Bonds.

After expenses the district received \$59,842,000 earning an estimated \$480,000 in interest.

\$2,701,219.02 was expended leaving a cash balance of \$57,140,780.98.

After a review, it was determined that the three following expenditures did not completely meet the bond language or education code criteria for Measure G.

- A Minolta Copy Machine for centralized reproduction at the district office - \$18,953.35
- ESUHSD portion (subsidy \$162,816.36) of purchasing four 84 passenger low emission school buses - \$50,000.
- ESUHSD portion of restructuring the Education Center Parking lot as part of the VTA project - \$133,631.44.

These entries are highlighted on the attached report. These three expenditures total \$202,566.79 and this amount has been credited to the Measure G program in fiscal year 2003/2004. The adjustments were passed as three separate entries and will be noted in the June 30 2004 report

William K Jakel  
Internal Auditor  
East Side Union High School District  
10 February 2004

## B. FINANCIAL ACTIVITY MEASURE G FUNDS

SITE	PROJECTION <sup>2</sup>	ENCUMBERED <sup>3</sup>	CASH <sup>4</sup>	REMAINING <sup>5</sup>
Proceeds <sup>1</sup>			\$59,842,000.00	
Estimated Interest			\$480,875.00	
<b>Total Available</b>			<b>\$59,842,000.00</b>	
Foothill	\$7,785,896.00	(\$13,211.00)	(\$48,738.57)	\$7,723,946.43
Andrew Hill	\$20,689,043.00	(\$3,316.50)	(\$69,045.12)	\$20,616,681.38
James Lick	\$19,380,273.00	(\$2,415.00)	(\$50,123.97)	\$19,327,734.03
Mt. Pleasant	\$20,639,230.00	(\$44,508.08)	(\$79,792.50)	\$20,514,929.42
Overfelt	\$29,270,551.00	\$0.00	(\$52,010.45)	\$29,218,540.55
AE Overfelt	\$6,342,503.00	(\$645.92)	(\$62,893.15)	\$6,278,963.93
AE Independence	\$3,873,961.00	\$0.00	(\$64,305.79)	\$3,809,655.21
Piedmont Hills	\$22,439,977.00	(\$18,027.90)	(\$142,256.91)	\$22,279,692.19
Oak Grove	\$22,965,901.00	(\$37,725.35)	(\$93,169.10)	\$22,835,006.55
District	\$10,000,000.00	(\$2,350,545.06)	(\$1,442,535.36)	\$6,206,919.58
Silver Creek	\$17,227,446.00	(\$1,022.70)	(\$189,025.06)	\$17,037,398.24
Yerba Buena	\$17,255,635.00	\$0.00	(\$76,461.37)	\$17,179,173.63
Independence	\$56,087,860.00	(\$457,671.31)	(\$270,785.50)	\$55,359,403.19
Santa Teresa	\$28,887,182.00	(\$373,399.00)	(\$60,076.17)	\$28,453,706.83
Evergreen <sup>6</sup>	\$0.00	\$0.00	\$0.00	\$0.00
Alternative Ed	\$5,154,542.00	\$0.00	\$0.00	\$5,154,542.00
Charter Schools	\$10,000,000.00	\$0.00	\$0.00	\$10,000,000.00
<b>EXPENDITURES</b>			<b>(\$2,701,219.02)</b>	
<b>TOTAL</b>	<b>\$298,000,000.00</b>	<b>(\$3,302,487.82)</b>	<b>\$57,140,780.98</b>	<b>\$291,996,293.16</b>

For year ending June 30, 2003

1. The District sold \$60,000,000 in bonds receiving \$59,842,000 after expenses.
2. Preliminary Projection of the use of bond proceeds.
3. Funds encumbered for services contracted but not paid for.
4. Cash represents proceeds from the sale of bonds less expenditures.
5. Remaining Measure G balance.
6. Measure G funds are not to be used on Evergreen High School.

### C. EXPENDITURE DETAILS FOR 2002/2003

<u>SCHOOL</u>	<u>PROJECT</u>	<u>AREA</u>	<u>SPENT</u>
Foothill High School			
	Install Emergency Calling System	Health and Safety	\$47,638.57
	Relocation of Portables	Construction	\$1,100.00
	TOTAL		<u>\$48,738.57</u>
Andrew Hill High School			
	Install Emergency Calling System	Health and Safety	\$54,086.73
	Enhance Alarm Systems	Health and Safety	\$3,918.65
	Install Surveillance Camera	Health and Safety	\$5,741.84
	Master Plan	Construction	\$457.90
	Wire POS in Cafeteria		\$4,840.00
	TOTAL		<u>\$69,045.12</u>
James Lick High School			
	Install Emergency Calling System	Health and Safety	\$49,498.97
	Enhance Phone System	Health and Safety	\$625.00
	TOTAL		<u>\$50,123.97</u>
Mt. Pleasant High School			
	Install Emergency Calling System	Health and Safety	\$48,887.30
	Install Athletic Toe Boards	Athletic	\$873.00
	Enhance Alarm Systems	Health and Safety	\$6,665.55
	Enhance Public Address Systems	Health and Safety	\$13,581.65
	Inspection	Inspection	\$9,785.00
	TOTAL		<u>\$79,792.50</u>
Overfelt High School			
	Install Emergency Calling System	Health and Safety	\$47,638.57
	Install Window in School Bank	Health and Safety	\$378.88
	Enhance Public Address System	Health and Safety	\$2,148.00
	Enhance Alarm Systems	Health and Safety	\$1,845.00
	TOTAL		<u>\$52,010.45</u>
Adult Education Overfelt			
	Install Emergency Calling System	Health and Safety	\$62,893.15
	TOTAL		<u>\$62,893.15</u>

## C. EXPENDITURE DETAILS FOR 2002/2003

### Adult Education Independence

Install Emergency Calling System	Health and Safety	\$46,638.57
Enhance Public Address System	Health and Safety	\$17,667.22
TOTAL		<u>\$64,305.79</u>

### Piedmont Hills High School

Install Emergency Calling System	Health and Safety	\$48,263.18
Enhance Alarm Systems	Health and Safety	\$41,432.61
Modernize Building D	Construction	\$13,468.34
Desks and Chairs	Furniture	\$19,942.78
Asbestos Inspection	Health and Safety	\$19,150.00
TOTAL		<u>\$142,256.91</u>

### Oak Grove High School

Install Emergency Calling System	Health and Safety	\$47,638.57
Renovate pool	Construction	\$36,299.07
VCR and Monitor	Furniture	\$919.05
Color CCD Camera	Health and Safety	\$332.29
Street Scape	Construction	\$2,490.00
Enhance Alarms	Health and Safety	\$5,490.12
TOTAL		<u>\$93,169.10</u>

### District Wide

Install Emergency Calling System	Health and Safety	\$165,848.10
Stockpile Keys and Locks for Schools	Health and Safety	\$1,692.29
Master Plan	Construction	\$778,397.99
Upgrade Information Systems	Technology	\$68,210.10
First Aid Kits for all classrooms	Health and Safety	\$18,189.99
<b>Purchase Minolta Copier</b>	<b>F &amp; E</b>	<b>\$18,953.35</b>
Security Cameras	Health and Safety	\$30,915.53
Install Alarms	Health and Safety	\$45,218.50
<b>VTA Project</b>	<b>Construction</b>	<b>\$133,631.44</b>
Renovate Computer Room	Construction	\$106,714.63
Legal Review Project Labor Agreement	Construction	\$1,630.70
Credit Analysis for Bond Sales	Bond Expense	\$11,800.00
Enhance Public Address system	Health and Safety	\$1,313.50
<b>Purchase Buses</b>	<b>F &amp; E</b>	<b>\$50,000.00</b>
Repair and replace school bus radios	Health and Safety	<u>\$10,019.24</u>
TOTAL		<u>\$1,442,535.36</u>

**C. EXPENDITURE DETAILS FOR 2002/2003**

Silver Creek High School

Install Emergency Calling System	Health and Safety	\$47,638.57
Renovate Pool Office	Athletic	\$1,620.95
Install and enhance alarm systems	Health and Safety	\$56,407.09
Asbestos Removal	Health and Safety	\$6,046.00
Repair Public Address System	Health and Safety	\$4,768.00
Concrete Work Track Improvement	Athletic	\$72,544.45
TOTAL		<u>\$189,025.06</u>

Yerba Buena High School

Install Emergency Calling System	Health and Safety	\$47,538.57
Fire Alarm Bldg 700	Health and Safety	\$3,450.00
Reprogram Bells	Health and Safety	\$2,148.00
Modernize Building 200	Construction	\$23,324.80
TOTAL		<u>\$76,461.37</u>

Independence High School

Install Emergency Calling System	Health and Safety	\$46,638.57
Replace PA System	Health and Safety	\$47,701.55
Modernized Bldg C1	Construction	\$169,765.78
Enhance Alarm Systems	Health and Safety	\$6,679.60
TOTAL		<u>\$270,785.50</u>

Santa Teresa High School

Install Emergency Calling System	Health and Safety	\$49,273.17
Upgrade Bell System	Health and Safety	\$213.00
Landscape Athletic Fields	Athletic	\$10,590.00
TOTAL		<u>\$60,076.17</u>

\$2,701,219.02

## ATTACHMENTS

### Official Bond language

*To provide greater security and safety, relieve overcrowding, and improve technology at the following schools: Andrew Hill, Independence, James Lick, Mt. Pleasant, Piedmont Hills, Oak Grove, Santa Teresa, Silver Creek, Overfelt, Yerba Buena, Foothill, Alternative Schools, and the Adult Education Centers, shall the East Side Union High School District issue \$298 million of bonds within legal interest rate limits to repair, build, and equip its facilities provided the spending of such funds is reviewed by an independent citizen oversight committee?*

### BOND PROJECT LIST

The Bond Project List shown below is a part of the ballot proposition and must be reproduced in any official document required to contain the full statement of the bond proposition. The list below includes furniture, fixtures and other equipment relating to each item listed.

#### **JAMES LICK HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Renovate girls and boys locker rooms (showers, flooring, doors, and fixtures)
- Construct cable television and radio communications facility
- Construct covered facility for outside lunch and meeting area
- Upgrade electrical capacity of campus
- Update gym facility, athletic fields, and irrigation systems
- Modernize the 400-classroom building
- Modernize the 500-classroom building
- Modernize staff and office facilities
- Replace metal lockers inside the 200 and 300 buildings
- Replace damaged and scratched windows
- Install video security and surveillance cameras
- Renovate multi-purpose building
- Add storage buildings
- Upgrade computer related hardware and software

#### **W.C. OVERFELT HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Renovate multi-purpose building
- Modernize classroom Buildings B, C, D & E
- Upgrade plumbing

- Install a new hardwood gym floor
- Install new perimeter security fencing
- Renovate girls and boys locker rooms
- Install video security and surveillance cameras
- Upgrade electrical capacity of campus
- Replace roof systems campus wide
- Construct a new small gym
- Upgrade computer related hardware and software

### **SILVER CREEK HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Upgrade public address systems including clocks/security/communications
- Replace damaged and scratched windows
- Replace leaking roofs and interior ceiling tile
- Install drainage system around running track
- Landscape deficient areas around campus
- Improve drainage system around theater building
- Renovate and update heating, ventilation and air conditioning (HVAC) systems
- Upgrade electrical capacity of campus
- Re-key all campus buildings for security purposes
- Replace all old lighting systems with new energy efficient lights
- Improve front entrance to school to enhance student drop-off and pick-up areas
- Upgrade computer related hardware and software

### **HILLS HIGH SCHOOL**

- Renovate all classrooms and offices (including technology infrastructure and exterior)
- Restroom renovation for all student and staff facilities
- Upgrade security and fire alarm systems, and install video security cameras
- Install keycard entry system for security purposes
- Renovate and update heating, ventilation and air conditioning (HVAC) systems
- Replace campus wide irrigation system
- Improve campus walkways, landscaping, lighting, and outdoor benches

- Improve gates and fences to better control school access
- Design/construct more efficient student drop-off and pick-up areas
- Construct permanent buildings to replace portables
- Upgrade computer related hardware and software

### **INDEPENDENCE HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Renovate and update heating, ventilation and air conditioning (HVAC) systems
- Replace/repair all leaking roof systems
- Modernize classroom buildings
- Upgrade electrical capacity of campus
- Improve security/clocks/public address (PA) and communications systems
- Upgrade gym facilities
- Improve parking lots and front entrance of site
- Install security system and cameras for student safety
- Replace all scratched windows
- Paint and repair outside of all campus buildings
- Upgrade computer related hardware and software

### **OAK GROVE HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Install security cameras
- Track and field renovation
- Replace bleachers
- Construct a field house and snack shack
- Renovate Buildings J, U, and I
- Install a perimeter fence to the entire campus
- Repair/replace walks and parking lots as needed
- Paint and carpet as needed
- Replace windows and doors as needed
- Install lighting as needed
- Upgrade computer related hardware and software

## **MT. PLEASANT HIGH SCHOOL**

- Build a multi-purpose room
- Build a small gym
- Renovate classrooms as needed
- Build a bookroom
- Install a satellite delivery system
- Upgrade computer related hardware and software
- Install security cameras and renovate the faculty room
- Restroom renovation for all student and staff facilities
- Repair/replace walls as needed
- Build an additional parking area
- Fence the perimeter to the entire campus
- Install lighting as needed
- Install heating, ventilation and air conditioning (HVAC) systems as needed

## **ANDREW HILL HIGH SCHOOL**

- Rebuild Building 100
- Build a student service area
- Renovate the administration building
- Renovate the food services area
- Build a theater
- Landscape the campus
- Paint the entire campus
- Restroom renovation for all student and staff facilities
- Install security cameras
- Install a perimeter fence to the entire campus
- Build a covered overhang
- Repair/replace walks as needed
- Upgrade electrical capacity of campus
- Install lighting as needed
- Renovate the sports facilities

- Upgrade computer related hardware and software

### **YERBA BUENA HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Renovate Buildings 200 and 700
- Install security cameras
- Remove the existing overhang, and replace with multi-purpose room
- Renovate the theater
- Renovate the gym and locker facilities
- Replace the track and field areas
- Install lighting as needed
- Landscape the campus
- Renovate Building 1000
- Reseal the parking areas
- Paint and carpet as needed
- Upgrade computer related hardware and software

### **FOOTHILL HIGH SCHOOL**

- Restroom renovation for all student and staff facilities
- Install a perimeter fence to the entire campus
- Install security cameras
- Renovate room G-8 for a staff workroom
- Convert room G-2 to independent study/technology areas
- Convert the existing staff area to a computer lab
- Upgrade electrical capacity of campus
- Asbestos removal of Building B
- Roof replacements
- Replace heating, ventilation, and air conditioning (HVAC) systems as needed
- Cosmetic exterior renovation to existing buildings
- Upgrade computer related hardware and software

### **SANTA TERESA HIGH SCHOOL**

- Restroom renovation for all student and staff facilities

- Install a perimeter fence to the entire campus
- Install security cameras
- Replace windows as needed
- Install interior and exterior lighting as needed
- Renovate the theater area
- Renovate the library
- Build a student service complex
- Install a wireless infrastructure, and upgrade electrical
- Upgrade computer related hardware and software
- Repair/replace track and field
- Install heating, ventilation, and air conditioning (HVAC) systems as needed
- Renovate the exterior of buildings as needed
- Landscape the campus
- Replace all lockers
- Paint and carpet as needed
- Repair/replace walks and parking areas as needed
- Upgrade computer related hardware and software

#### **ALTERNATIVE SCHOOLS**

- Purchase relocatable buildings for classroom and office facilities

#### **ADULT EDUCATION CENTERS**

- Construct a new Adult Education Center at Independence location
- Construct a new Adult Education Center at W.C. Overfelt location
- Replace portables with permanent structures
- Upgrade restroom facilities
- Upgrade lighting and perimeter fencing for campus
- Upgrade computer related hardware and software

#### **PROJECTS SUBJECT TO AVAILABLE FUNDING**

The foregoing list of projects is subject to the availability of adequate funding to the District. Approval of the Bond measure does not guarantee that all of the projects, which are listed, will be funded beyond the local revenues generated from the Bonds. The District's proposal for the projects may assume the receipt of matching State funds, which could be subject to appropriation by the Legislature or approval of a State-wide Bond measure.