

**Maricopa Unified School District  
Bond Oversight Committee**

**Minutes of the Meeting of Tuesday, January 17, 2012  
Maricopa School Library – 6:00 P.M.**

**Attendance:** Committee members present were: Jose Medel – business rep., (Secretary) Susie Snedden – taxpayer rep., (Chair) Alberta Stubblefield – senior citizen rep., Robert Teel – resident/ general rep., (Vice Chair) Walter Wisniewski - resident/ general rep. Others in attendance: MUSD Superintendent Dr. Scott Meier, Kristin Blanco (proposed Committee member – parent/PTO rep. pending Board approval), Klassen Corp, rep. John Karnes, Richard Snedden.

Committee members absent: John Crump – resident/general rep., Tina Wagner – parent rep.

**Introductions and Opening Items:** The meeting was called to order by Committee Chair Alberta Stubblefield at 6:00 and attendees introduced themselves. Alberta Stubblefield asked that the Committee decline appointing a timekeeper and forgo posting time limits on the agendas for segments of the meetings. The Committee agreed that its meeting format would be informal and utilize Robert's Rules of order when necessary and as required by law.

**Minutes:** The minutes of the 6/6/11 meeting were read and approved by informal consensus.

**Public Comments:** Richard Snedden asked the Committee to encourage the School Board to keep on track with the bond expenditures, since over two million dollars has already been spent, and asked that the gym and pool be kept as the priority for spending.

**Prop 39 Bond Program Overview:** Dr. Meier presented the Committee with a bond program overview which included: bond committee membership requirements, necessity for the District to conduct and supply annual audits to the Committee for its report to the public, need for proper posting of the Committee's activities and minutes via website. Alberta Stubblefield recommended that the Committee member application form be amended. The Committee affirmed to Dr. Meier that it is serving in an advisory capacity rather than as an administrative body.

Alberta Stubblefield recommended to Dr. Meier that the District provide for a separate and independent auditor for the bond from the one used for the District general program. Dr. Meier said that the District needs to prepare bond audits for each year since 2004. He described the two kinds of reports involved – a financial audit report which deals with balances and expenditures and a performance audit report which assesses compliance with the ballot requirements.

Robert Teel moved and Walter Wisniewski seconded that the District provide an annual independent bond audit. Motion approved.

**Committee Member Replacement:** Dr. Meier introduced Kristin Blanco, who the Board will consider as a replacement for Ellen Parker who resigned when she moved out of the District. The Committee informally agreed that Kristin Blanco should be recommended to the Board.

**Bond Financial Report:** Dr. Meier gave a brief tutorial for interpreting the bond financial statement and reviewed some of expenditures. Members asked about the significant construction costs already incurred and Dr. Meier said that it was probably for the roofs. Robert Teel reported that a leak in the gym needs to be

addressed. Dr Meier said they will continue finding the source so they can fix it. Dr. Meier committed to facilitating a financial report training session and overview at a later date. Dr. Meier reported that the County records show that there is a balance of \$5,801,086.00 in the bond fund (Fund 21 as of 12/5/11.) He submitted a Bond Projects Plan to the Committee with proposals for bond expenditures in addition to a new gym and pool. Susie Snedden asked how the bond balance could be at \$5.8 million on a \$6 million bond when the District has spent \$2,753,269.10 in the period 8/9/05-6/30/11. Dr. Meier said that he would provide more detail to the committee. She also requested if any modernization funds were received by the District that would offset bond expenditures. Dr. Meier said that bond money was borrowed for modernization expenses that must be reimbursed to the bond fund.

**Building Project Report:** The District has hired Klassen Corp. to serve as the architecture and construction management for the bond projects. Klassen representative John Karnes reported that the company would retain contractors for certain aspects of the projects and would ask contractors to provide estimates. Walter Wisniewski asked that Klassen also provide in-house estimates. Klassen's goal is that within the next several months they will tie-down firm costs from true bids. They plan to begin bid requests in February, hope for DSA approval for the project to start end of March, start construction – mid-May, and estimate completion spring of 2013.

Walter Wisniewski and Richard Snedden expressed serious concerns about the stability/ condition of the soil where construction is planned and asked for significant precautions to be implemented. John Karnes said that they describe the soil as "collapsible" and therefore have expanded the area requiring compaction far away from the buildings, will heighten to a 95% compaction level and build on piers, install culverts and no landscape is planned. Richard Snedden asked that the District investigate the main water lines that run between the pool and the gym and repair leaks, if any, so that the old gym can be maintained for future years. Dr. Meier said that he would discuss it with Darwin Ellis.

Susie Snedden moved and Robert Teel seconded that the Committee recommend to the Board that bond money be spent on building the new gym and pool before any bond money is designated otherwise or spent on additional projects. Approved unanimously.

**Next Meeting:** The next meeting for the Committee is scheduled for Tuesday, March 13, at 6:00 P.M.

The meeting was adjourned by Chair Alberta Stubblefield at approximately 7:50 P.M.

Respectfully submitted,  
Susie Snedden, Secretary