

**LIBERTY UNION HIGH SCHOOL DISTRICT
CITIZENS' OVERSIGHT COMMITTEE
MEASURE U GENERAL OBLIGATION BONDS**

Meeting of February 16, 2022 @ 6:00 P.M.

Freedom High School Career Center
1050 Neroly Road, Oakley, California 94561

AGENDA

1. **Call to Order** – Chairperson
2. **Roll Call and Establishment of Quorum** – Chairperson
3. **Public Comment** – Only topics listed on the agenda may be discussed during this meeting. Any member of the public attending this meeting may directly address the Committee on any item of interest to the public with respect to the expenditure of Measure U GOB Proceeds. If the topic raised is not on the agenda, then the Committee may listen to the public comment and may decide to add the item to the next agenda.

The Chairperson will ask if any members of the public wish to address the Committee, and if so, the member of the public shall raise his/her hand and when called upon, give their name and then make their statement. Members of the public will be given up to 3 minutes to address the Committee.
4. **Approval of Minutes from September 19, 2021 meeting**
5. **Approval of the Measure U Performance and Financial Audit 2020-21** – Liz Robbins
6. **Approval of the Annual Report for 2020-21** – Liz Robbins
7. **Review Current Expenditure Report** – Liz Robbins
8. **Update on Measure U Projects** - Eric Volta
9. **Next Meeting Date** – August 17, 2022
10. **Adjourn**

[Note: As required pursuant to Education Code Section 15280, the minutes of this meeting will be posted on the District's internet web site]

**LIBERTY UNION HIGH SCHOOL DISTRICT
CITIZENS' OVERSIGHT COMMITTEE
MEASURE U GENERAL OBLIGATION BONDS**

Meeting of September 15, 2021

MINUTES

Heritage High School Career Center
101 American Ave.
Brentwood, California 94513

1. **Call to Order** – Dirk Ziegler, called the meeting to order at 5:03 p.m. Heather Partida, Chairperson, joined the meeting at 5:16
2. **Roll Call and Establishment of Quorum**
PRESENT: Joshua Aldrich, Bev Cleland, Art Mijares, Heather Partida, Jeanne Peterson, Melissa Warner, Dirk Ziegler, Eric Volta, Liz Robbins, Dianna Pereira, Paul Melloni
ABSENT: MyKiesha Lewis
3. **Public Comment** – Only topics listed on the agenda may be discussed during this meeting. Any member of the public attending this meeting may directly address the Committee on any item of interest to the public with respect to the expenditure of Measure U GOB Proceeds. If the topic raised is not on the agenda, then the Committee may listen to the public comment and may decide to add the item to the next agenda.

There were no public comments.
4. **Approval of Minutes from February 17, 2021 meeting.** Motion to approve minutes by Art Mijares, seconded by Dirk Ziegler. Passed 7 – 0 vote.
5. **Review Current Expenditure Report.** Liz Robbins presented information and answered questions on current balance and change orders. .
6. **Review and Update Phase I & II Projects:** Eric Volta provided an update on current projects and timelines. He reported that the Liberty High School's stadium and pool are complete and that Heritage High School's Culinary Arts building is complete. Mr. Volta further reported the Freedom High School's Performing Arts Center and Construction classrooms are near completion. He further reported that Liberty High School has begun to set the footings for the new café and Administration buildings.
7. **Committee Member Terms:** Heather Partida reported that committee member terms were ending. Members asked to state if they are willing to serve a third 2-year term. (Members can serve up to three 2-year terms). Joshua Aldrich, Bev Cleland, Arthur Mijares, Heather Partida, Jeanne Peterson, Dirk Zeigler, Melissa Warner stated they would like to continue. Mykeisha Lewis was emailed and will not serve another term. Their names will be taken to the October 20, 2021 LUHSD Board Meeting for approval.
8. **Next Meeting Date:** February 16, 2022 at 6:00 pm at Freedom High School Career Center
9. **Adjourn** – Heather Partida adjourned the meeting at 5:56 p.m.

[Note: As required pursuant to Education Code Section 15280, the minutes of this meeting will be posted on the District's internet web site]

**LIBERTY UNION HIGH SCHOOL DISTRICT
CONTRA COSTA COUNTY
BRENTWOOD, CALIFORNIA**

MEASURE U - BUILDING FUND

PERFORMANCE AUDIT

JUNE 30, 2021

LIBERTY UNION HIGH SCHOOL DISTRICT
MEASURE U - BUILDING FUND
PERFORMANCE AUDIT
JUNE 30, 2021

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STEPHEN ROATCH ACCOUNTANCY CORPORATION

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE

Governing Board and
Citizens' Oversight Committee
Liberty Union High School District
Brentwood, California

We have conducted a performance audit of the Liberty Union High School District's Measure U - Building Fund for the year ended June 30, 2021.

We conducted this performance audit in accordance with standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed within this report which includes determining the District's compliance with the performance requirements as referred to in Proposition 39, as incorporated in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

In planning and performing our performance audit, we obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as incorporated in Article XIII A, Section 1(b)(3)(C) of the California Constitution, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The results of our tests indicated that, in all significant respects, the proceeds from the sale of the Measure U, General Obligation Bonds, Election of 2016, which were deposited into the Measure U - Building Fund, were only expended on projects approved by the voters, in accordance with Proposition 39, as incorporated in Article XIII A, Section 1(b)(3)(C) of the California Constitution.

Stephen Roatch Accountancy Corporation

STEPHEN ROATCH ACCOUNTANCY CORPORATION
Certified Public Accountants

December 8, 2021

LIBERTY UNION HIGH SCHOOL DISTRICT
MEASURE U - BUILDING FUND
PERFORMANCE AUDIT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Background

In a general election held on November 7, 2000, California voters approved Proposition 39, which provides that the governing board of a school district may pursue the authorization and issuance of bonds by a 55% vote of the electorate. As a result of the passage of Proposition 39, language was added to the Education Code addressing the requirement to establish a Citizens' Oversight Committee to monitor and audit bond proceeds to ensure they are spent only on school and classroom improvements and not for any other purpose.

Proposition 39 contains two specific reporting requirements that are applicable to the District's general obligation bond program. The first requirement is for school district boards to provide for an annual, independent financial audit of the proceeds from the sale of the bonds until all of the funds have been expended for school facilities projects. The second requirement is for school district boards to provide for an annual, independent performance audit to ensure that the bond funds have been expended only on the specific projects listed in the ballot measure.

Financial audits provide reasonable assurance about whether the financial statements of an entity present fairly the financial position and results of operations in conformity with accounting principles generally accepted in the United States of America.

Performance audits are an objective and systematic examination of evidence for the purpose of providing an independent assessment of the performance of an organization, program, or activity, in order to provide information to improve public accountability and facilitate decision making by parties with responsibility to oversee or initiate corrective action.

The Governing Board of Liberty Union High School District voted to place a 55% school facilities bond (Measure U) on the November 2016 ballot. On November 8, 2016, the Measure U, General Obligation Bonds, Election of 2016, were authorized at a general election of the registered voters of the District, at which 55% or more of the persons voting on the proposition voted to authorize the issuance and sale of general obligation bonds with a principal amount not to exceed \$122 million.

Objectives of the Audit

The objectives of the performance audit were to determine with reasonable assurance that:

- The expenditures charged to the Measure U - Building Fund are properly recorded and supported.
- The expenditures charged to the Measure U - Building Fund have been made in accordance with the bond project list approved by the voters of the District through the approval of Measure U.
- Any discrepancies or weaknesses in internal control are identified and recommendations for improvement are provided.
- The District's Governing Board and Citizens' Oversight Committee are provided with performance and financial audit reports as required by the California Constitution and Proposition 39.

LIBERTY UNION HIGH SCHOOL DISTRICT
MEASURE U - BUILDING FUND
PERFORMANCE AUDIT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Scope of the Audit

The scope of the performance audit was limited to testing a representative sample of financial transactions recorded in the Measure U - Building Fund during the period of July 1, 2020 through June 30, 2021, in conjunction with our testing of the District's compliance with the requirements of Proposition 39, as incorporated in Article XIII A, Section 1(b)(3)(C) of the California Constitution. (The sample selected for our testing included 83% of the total expenditures charged to the Measure U - Building Fund during the fiscal year covered by our audit.)

Procedures Performed

We obtained the Measure U - Building Fund general ledger and financial activity reports prepared by the District for the fiscal year ended June 30, 2021. For the items tested, within the fiscal year audited, we obtained the actual invoices and other supporting documentation to ensure compliance with the requirements of Proposition 39 and Measure U with regards to the approved bond projects list.

To meet our objectives, audit tests were performed, including, but not limited to, the following procedures:

- Reviewed bond sale transactions and determined that bond proceeds were deposited into the appropriate District funds and/or bond trustee accounts, as applicable.
- Reviewed the approved project listing included in the "Measure U" 2016 election documents
- Reviewed expenditures charged against the bond proceeds to confirm that the funds were used only for the purposes of the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing, and equipping of school facilities, and/or the acquisition or lease of real property for school facilities.
- Reviewed expenditures charged against the bond proceeds to confirm that the funds were not used to pay for teacher or administrative salaries, or any other school operating expenditures.
- Reviewed expenditures charged against the bond proceeds to confirm that the bond funds were spent only on projects identified in the ballot measure text.
- Reviewed a sample of projects to ensure that proper bidding procedures were followed pursuant to Public Contract Code Section 20111 and Section 22032, as applicable.

Conclusion

The results of our tests indicated that, in all significant respects, the Liberty Union High School District has complied with the requirements of Proposition 39, as incorporated in Article XIII A, Section 1(b)(3)(C) of the California Constitution.

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

**LIBERTY UNION HIGH SCHOOL DISTRICT
MEASURE U - BUILDING FUND
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

There are no matters to report for the fiscal year ended June 30, 2021.

**LIBERTY UNION HIGH SCHOOL DISTRICT
MEASURE U - BUILDING FUND
SCHEDULE OF PRIOR AUDIT RECOMMENDATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

There were no matters reported for the prior fiscal year.