

West Contra Costa Unified School District



Citizens' Bond Oversight Committee 2019 ANNUAL REPORT

West Contra Costa Unified School District

Citizens' Bond Oversight Committee

2019 Annual Report

**WCCUSD Citizens'
Bond Oversight
Committee***

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***Annual Report 2019
Subcommittee***

Sallie DeWitt, Co-Chair
Lorraine Humes, Co-Chair
John Anderson

**Membership as of
September 14, 2020*

Annual Report 2019

January through December 2019
Approved: December 14, 2020

**To Promote Bond Fund
Economy and Efficiency**

The State of California requires Citizens' Bond Oversight Committees to inform the public and taxpayers concerning the Proposition 39 (55% local school bond measures) expenditures and use of bond funds at least once a year.

This is the West Contra Costa Unified School District's Citizens' Bond Oversight Committee (CBOC) Annual Report 2019.

The CBOC expresses its sincere thanks to Luis Freese, Melissa Payne, SeungJa Cha, Ellen Mejia Hooper, Peter Hempel and Christine Tai.

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Cover photo: Pinole Valley High School - grand opening August 2019
All photos have been taken from the monthly Facilities Committee
Facilities Master Plan Projects Status Reports

Style guide used: Punctuation Plain and Simple by Edgar C. Alward
and Jean A. Alward, 1997

This report is available on the CBOC's website:

<https://www.wccusd.net/cboc>

EXECUTIVE SUMMARY

The Purpose of this Report

The State of California requires Citizens' Bond Oversight Committees (CBOCs) to inform the public and taxpayers about expenditures and use of bond funds at least once a year¹. This is West Contra Costa Unified School District's (WCCUSD's) CBOC Annual Report 2019. It is meant to inform and be read by the school community, local student families, teachers and other District staff, the Board of Education, local property owners, as well as any other interested parties.

The Focus of this Report

This report covers actions taken and events related to WCCUSD's bond fund which took place primarily in the calendar year 2019. Events leading up to 2019, or ones that took place in 2020, before the release date of this report, are included as needed to explain and give context to actions and events pertinent to 2019.

The Organization of this Report

Following background information about CBOCs and an introduction to this annual report, the main body of this report is organized into the following sections:

- The use of bond funds in 2019 and program financial status
- WCCUSD finance and performance audits for Fiscal Years ending June 30, 2019, and the CBOC's Annual 2019 Compliance Statement
- Implementation of the 2016 Forensic Accounting Investigation Recommendations
- Implementation status of the 2016 Long Range Facility Master Plan
- Other CBOC, Board and District Actions in 2019

This report should be available online at <http://www.wccusd.net/cboc>.

Use of Bond Funds in 2019

Through December 31, 2019, actual cash expenditures from the bond fund totaled \$51.4 million², primarily for the construction of the new Pinole Valley High School (PVHS) and eight other projects included in the 2016 Long Range Facilities Master Plan (the FMP).

- The grand opening for the new Pinole Valley High School (PVHS) was held on August 12, 2019, in time for the 2019/2020 school year. Work continued into 2020, with the

¹ California Education Code Section 15278 (b): "The citizens' oversight committee shall advise the public as to whether a school district or community college district is in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution" and Section 15280 (b): "The citizens' oversight committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year."

² Ref: Report 13A (Variance analysis) Dec 31, 2019. Appendix I.

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sports fields and field house construction and closeout of the primary construction contract. The PVHS campus replacement project budget totaled \$214.2 million at the end of 2019. Since the inception of the bond program, a total of \$216.5 million in bond funds have been allocated to PVHS, including the current and other legacy projects.

- Construction commenced on Wilson Elementary School campus replacement project on August 2, 2019. The community requested changing the name to Michelle Obama School and, in February, 2020, the Board approved the name change. In this report, Michelle Obama School is referred to as Wilson Elementary School to align with 2019 district financial reports. At the end of 2019, the bond fund budget for Wilson Elementary School totaled \$44.1 million, including the campus replacement project and other legacy projects
- In 2019, work was done on a seismic upgrade project for the gymnasium at Juan Crespi Middle School. By the end of 2019, a total of \$6.5 million in bond funds had been allocated to Crespi, including critical needs and legacy projects.
- On November 11, 2019 construction commenced at Richmond High School which includes the demolition of the small gymnasium, locker room, weight room and dance studio, student health center, and auto shop buildings, construction of a replacement gymnasium, seismic upgrades to the Science Building, and replacement of the health center portables. The total budget for Richmond High School at the end of 2019, was \$42.6 million, of which \$21million covers projects in the 2016 Facility Master Plan (FMP).
- Upgrade and improvement projects were completed or underway at Fairmont and Olinda Elementary Schools, and design and procurement activities are in progress for projects at Riverside, Highland, and Lake Elementary Schools.



Fairmont ES - wheelchair lift to stage

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Program Current Financial Status and Forecast

As of December 31, 2019, the net bond fund cash balance was projected to be \$9.8 million through June 30, 2023. See additional details in Section 3 of this report.

2019 Budget and Forecast Highlights

- In June 2019, the District was informed that its State grant application for the PVHS project was increased from \$16.5 to \$23.4 million and the estimated funding date was pulled in from February 2023 to July 2020. The grant was received in August 2020.
- As noted in the CBOC's 2018 Annual Report, increasing project costs are a key challenge that needs to be managed carefully by the District. These increases are a result of construction cost escalation above the 5% annual rate assumed in the FMP; unforeseen conditions at the sites; and outside agency requirements.
- As of December 31, 2019, budget increases (net of savings) have added 15% (\$11.7 million) to the originally estimated \$76.9 million of the 14 FMP projects started.
- The District is managing the impact of higher project costs by re-assessing the scope and timing for the Lake Elementary replacement project; by continuing to apply for additional State grants; and by conducting program risk analysis on total program costs.
- "Supplemental funds" (i.e., "non-bond" funds, such as developer fees) totaling \$3.6 million in 2019, were used to fund project budget increases approved by the Board at Wilson ES and Richmond HS. The Board approved additional budget increases funded by the same funding sources at selected schools in 2020. School site budget increases related to "supplement funds" are not included in site totals on Report 2 (Appendix H1) nor are they included as a funding source on the first page of Report 13 (Appendix I). They are shown in Report 13 in Note 2, Comments A and B, at the end of 2019.
- In 2019, the Board authorized the placement of Measure R, a \$575 million bond measure on the March 2020 ballot, and the measure passed, providing a significant new source of revenue for school construction.

FY 2019 Bond Fund Financial and Performance Audits

The District is subject to two annual audits of the bond program which require oversight from the CBOC, a financial and a performance audit. Both must be conducted by independent professional auditing firms per published standards and guidelines, and be completed no later than March 31 following the close of the District's fiscal year, which ends on June 30.

A basic performance audit is required by state law to determine whether bond funds meet Proposition 39 requirements, i.e., are used for projects listed in bond ballot measures, and only for construction, furnishings and equipment. In addition, following recommendations made by the CBOC, the Board contracted with Moss Adams LLC to do an expanded scope performance audit, including "effectiveness and results" -- an assessment of bond program management and recommendations for improvements -- for three years, starting with FY 2017.

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The required FY 2019 Financial Audit conducted by independent financial auditor Christy White Associates confirmed that the financial statements "... present fairly, in all material respects ..." the financial position as of June 30, 2019. ³

FY 2019 Bond Fund Compliance Performance Audit by Moss Adams LLP was not able to confirm the salary and benefits charged to the bond fund due to the lack of form time cards or other timekeeping systems.

FY 2019 Bond Fund Agreed Upon Procedures Audit by Moss Adams, LLP on 22 audit objects confirmed that 23 of the prior year's 25 recommendations were not fully addressed. Five additional improvement opportunities were identified for a total 28 open recommendations.

2019 WCCUSD CBOC Compliance Opinion for General Obligation Bonds Measure D (2010) and Measure E (2012)

California Education Code Section 15278 (b) requires the CBOC to advise the public whether the District is in compliance with four state accountability requirements⁴.

The CBOC's 2019 compliance opinion concerning four state accountability requirements in the California Constitution is that the District did not meet the requirement to spend on authorized purposes (Requirement A); it "cannot be determined" if specific school facilities projects were funded (Requirement B); and the District did meet the California Constitution requirements to perform annual independent performance and financial audits (Requirements C and D). In addition a statement has been added for the first time that the CBOC has determined that generally all bond expenditures were made in accordance with the Board approved 2016 Facilities Master Plan Report.

Status of Implementation of 2016 Forensic Accounting Recommendations

As noted in the CBOC's 2018 Annual Report, the auditor that performed the 2017 and 2018 Performance Audits and the first FAI Recommendations Implementation Review recommended that the District engage external parties to supplement staff resources to complete the implementation of the FAI recommendations as well as open improvement recommendations from the Performance Audits.

Of the 140 total such recommendations across the FAI (112), the 2017 and the 2018 audits (21) and the 2018 audit (28), 75 of the still-open recommendations cover the policies, procedures and resolutions necessary to ensure effective internal controls over the bond fund and effective communication of those policies and procedures throughout the organization. These are

³ 2010 Measure D and 2012 Measure E Bond Building Fund, West Contra Costa Unified School District Financial Audit Report, For the Year Ended June 30, 2019, March 3, 2020, Christy White Associates, page 4.

⁴ See Appendix Q, "*Prop 39 Bonds in the California State Constitution*", State Constitution Article XII A, Section 1(b)(3), for the full text of these Accountability Requirements.

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separated into four key areas of bond program management: (1) Program and Operations; (2) Administrative; (3) Project Management; and (4) Fiscal.

In May 2019, the Board approved a contract with Swinerton Management and Consulting to assist staff in developing a comprehensive set of policies and procedures, known as the bond Program Management Plan (the PMP). Colbi Technologies was also contracted in May 2019 to provide (1) program and project management and reporting software; (2) construction document management software; and (3) electronic access to historical bond program information.

As of December 31, 2019, the District had targeted completion of the PMP and presentation to the Board for approval by June 2020; however, due to Covid-19 impacts, completion was delayed and the new target is October 2020. Drafts of all four sections of the PMP have been completed and posted to the District website for public comment at <https://www.wccusd.net/Page/13520>, and over 100 comments were received.

Implementing the 2016 Long Range Facility Master Plan

The 2016 Long Range Facilities Master Plan (FMP) provided an analysis and cost estimate of all critical needs and replacement projects for schools in the District. In June 2016 the Board approved an implementation plan for a subset of 21 FMP projects -- the "FMP Implementation Plan Projects" -- to be implemented over the 2016-2023 period. These were primarily "critical needs" projects (for seismic and other health and safety needs) as well as two school replacement projects: Wilson Elementary School and Lake Elementary School. The FMP Implementation Plan assumed that only existing or approved bond funds and forecast state school facilities program funding as of 2016 would be utilized and was based on preliminary project concepts and "Rough Order of Magnitude"⁵ cost estimates totaling \$181.8 million.

As of December 31, 2019, the first wave of 14 projects identified in the 21 project FMP Implementation Plan were underway or completed. Planning began on the Lake Elementary replacement project, the largest of the remaining 7, with the Board's approval of a \$1 million design and planning budget.

Board Approval of Bond Measure R

On November 20, 2019, the Board approved a resolution to place a \$575 million local school bond measure on the March 3, 2020 ballot. In approving Measure R, the Board chose not to reference WCCUSD's 2016 Facility Master Plan in Measure R's ballot summary statement and only briefly in the full text, using mostly generalized, broad scoped project descriptions much like prior bond measures in 2010 and 2012. This ran counter to one of the recommendations made in the 2016 Forensic Accounting Investigation and others like it made in 2017, by the Little Hoover Commission and in June, 2019, by WCCUSD's CBOC (see Section 4, concerning the CBOC Compliance Opinion, Accountability Requirement B).

⁵ Based on general cost per square foot, including 5% annual forecast cost escalation.

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Other Items of Significance in 2019

In September 2019, Mr. Luis Freese was promoted from District Engineering Officer to Associate Superintendent for Facilities, replacing Ms Lisa LeBlanc who retired in June. The job of District Engineering Officer remains unfilled at present.

Beginning in August 2019, Dr. Tony Wold began as the new Associate Superintendent for Business Services. He follows Dr John al-Amin, who left the District in June after one year on the job.

A new Director of Internal Audit, a position created in response to a recommendation from the FAI, began in July 2019. This position had remained unfilled for a year, since the departure of the previous incumbent in June 2018. This new hire subsequently resigned for health reasons in October 2019.

A key responsibility of the Director of Internal Audit is to provide internal verification of FAI recommendation implementation and performance audit improvement recommendations, before they go to an outside auditor for independent third-party verification of effective implementation. Since the District currently has no plans to fill the Director of Internal Audit position, these responsibilities have been assigned to the lead Internal Auditor, reporting to the Superintendent with direct access to the President of the Board of Education. The CBOC has recommended that the Director of Internal Audit position be filled and that it report to the Board of Education to assure full internal independence from those District functions being audited.

Beginning in January of 2017, the CBOC, District Staff, and the Board Governance Committee began the process of drafting updates to the Board Policy related to the CBOC (Policy 7214.2) for consideration by the Board of Education. This activity continued through 2019. The proposed new policy was presented to the Board for consideration at its May 2020 meeting, but the Board could not establish a consensus on the policy and no vote was taken. No further action has been taken.

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1. WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT AND THE CITIZENS' BOND OVERSIGHT COMMITTEE

West Contra Costa Unified School District (WCCUSD)

The WCCUSD was established in 1965. The District includes the cities of Hercules, Pinole, San Pablo, Richmond, and El Cerrito. It also includes the unincorporated areas of Bayview-Montalvin Manor, East Richmond Heights, North Richmond, El Sobrante, Kensington, and Tara Hills. The District has 29,000 students, 56 district schools, and eight charter schools.

Citizens' Bond Oversight Committee (CBOC)

In the State of California, the mission of the CBOC is to oversee the proper expenditure of money for the construction, repair, and modernization of schools in accordance with California State Proposition 39 (Prop 39), passed in the 2000⁶.

The West Contra Costa County Unified School District's (WCCUSD) CBOC is authorized by the WCCUSD Board of Education to have a volunteer committee of 17 local citizens. Its purpose is to oversee school construction using funding from the current WCCUSD local school bond measures passed under Proposition 39: D-2002, J-2005, D-2010, E-2012 and R-2020. On September 14, 2020, there were nine active members and eight vacancies⁷.

The Committee meets publicly 11-12 times a year with district staff. These include two joint meetings with the Board, usually held in the spring and fall. Other activities include providing an annual report to the public on its oversight of the Prop 39 bond construction program, receiving and reviewing financial and performance audits of the bond program, and touring construction sites.

2019 CBOC Subcommittees

- **Audit Subcommittee** - standing subcommittee open to the public, subject to the Brown Act. Meets normally once monthly to review audits, financial reports and related bond program oversight issues (note: this subcommittee was discontinued effective Dec, 2019).
- **Site Tours Subcommittee** - ad hoc subcommittee⁸ to visit bond program work-in-progress. This subcommittee was inactive in 2019.

⁶ See Appendix Q, "*References for Prop 39 Bonds*", for details on the legal requirements for a CBOC.

⁷ Vacant positions: Pinole Resident, San Pablo Resident, El Cerrito Resident, Unincorporated Area (2), Parent or Guardian, WCCUSD Student, and WCCUSD Employee Unions.

⁸ Adhoc committees are set up for specific purposes, often temporarily. Unlike standing committees, adhoc committee meetings are not open to the public nor are they subject to the Brown Act.

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- **Annual Report Subcommittee** - ad hoc subcommittee to produce the CBOC's annual report.
- **Website Subcommittee** - ad hoc subcommittee to make improvements to the WCCUSD CBOC website. This subcommittee was inactive in 2019.
- **Bylaws Subcommittee** - ad hoc subcommittee to review and update CBOC bylaws, as needed. This subcommittee was inactive in 2019.
- **Forensic Task Force** - A member of the CBOC participates on the District's 2016 Forensic Accounting Investigation Recommendations Implementation Task Force (ITF).



Juan Crespi Elementary school - seismic upgrade to existing two story concrete gymnasium

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Members of WCCUSD CBOC

January 2019 through September 14, 2020.⁹

Name	Membership Role/ CBOC Subcommittee
John Anderson*	Richmond Resident Annual Report 2019 Subcommittee
Ken Burns*	Building Trades Council Representative
Maisha Cole*	Richmond Resident
Sallie DeWitt*	Business Organization Representative** Annual Report 2019 Subcommittee
Guadalupe Enllana* <i>CBOC Vice Chair</i>	Richmond Resident
Kathy Fleming	El Cerrito Resident
Don Gosney* <i>CBOC Chairperson</i>	Senior Citizen Organization Representative**
Vanessa Hill	Parent or Guardian Representative**
Lorraine Humes*	Taxpayers' Organization Representative** Annual Report 2019 Subcommittee
Anton Jungherr*	Hercules Resident Bylaws Subcommittee
Cameron (Mac) Moore* <i>CBOC Secretary</i>	Parent or Guardian & PTA Representative** Forensic Task Force
Robson Swift	Student Representative
Gregg Visineau	Senior Citizen Organization Representative

*Member as of September 14, 2020

**CBOC representatives required by
Proposition 39

To contact the CBOC send email to:
www.westcontracostaboc@gmail.com

⁹ See Appendix M for CBOC member background information.

2. CBOC ANNUAL REPORT INTRODUCTION

Report Purpose

The State of California requires Citizens' Bond Oversight Committees to inform the public and taxpayers concerning bond fund expenditures and use of bond funds at least once a year¹⁰. This is WCCUSD's CBOC Annual Report 2019, meant to inform the school community, local students families, teachers and other District staff, the Board, local property owners, as well as any other interested parties.

This report covers actions taken and events related to WCCUSD's bond fund which took place primarily in the calendar year 2019. Events leading up to 2019, or ones that took place in 2020, before the release date of this report, are included as needed to explain and give context to actions and events pertinent to 2019.

Report Organization

1. About WCCUSD's CBOC
2. CBOC Annual Report Introduction
3. Use of Bond Funds and Bond Program Financial Status
4. District Audits and 2019 CBOC Compliance Statement
5. 2016 Forensic Accounting Investigation (FAI) Recommendations Implementation Status
6. 2016 Long Range Facilities Master Plan Implementation Status
7. Other CBOC, Board and District Actions in 2019

Glossary of Terms

1. WCCUSD = the West Contra Costa Unified School District.
2. Board = WCCUSD Board of Education.
3. CBOC = WCCUSD Citizens' Bond Oversight Committee.
4. District = WCCUSD (West Contra Costa Unified School District).
5. FY = Fiscal Year. For the District, these run from July 1 to the following June 30.
6. FAI = "2016 *Forensic Accounting Investigation*", effective as of September 21, 2016.
7. FMP = "2016 *Long Range Facilities Master Plan*", effective as of June 15, 2016.
8. ITF = 2016 Forensic Accounting Investigation Recommendations *Implementation Task Force*.

¹⁰ California Education Code Section 15278 (b): "The citizens' oversight committee shall advise the public as to whether a school district or community college district is in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution". Also, Section 15280 (b): "The citizens' oversight committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year."

3. USE OF BOND FUNDS AND BOND PROGRAM FINANCIAL STATUS

Bond Fund Background

The table below shows the District’s summary of historical WCCUSD Facilities Bonds through December 31, 2019. Please also refer to Appendices A, B, C, H and I for additional information.

Table 1 – Bonds Authorized

Bond Measures	Voter Approved		Bonds Issued					Bond Payments		
	Month Year	Amount (\$)	Latest Issue	Total Issued	Tax Rate per \$100k ⁴	Not Yet Issued	Scheduled Issues ⁵	Principal Paid	Finish Date	Interest Paid
¹ Msr 1998-E	Jun 1998	40,000,000	Jan 2001	40,000,000	\$4.50	0	0	27,750,000	Aug 2025	30,484,937
² Msr 2000-M	Nov 2000	150,000,000	Apr 2003	150,000,000	\$17.40	0	0	89,805,000	Aug 2032	88,898,593
³ Msr 2002-D	Mar 2002	300,000,000	Oct 2005	299,997,483	\$60.00	2,517	0	96,322,052	Aug 2034	131,312,648
³ Msr 2005-J	Nov 2005	400,000,000	Jun 2010	322,409,709	\$60.00	77,590,292	0	25,182,920	Aug 2036	147,511,184
³ Msr 2010-D	Jun 2010	380,000,000	May 2018	315,000,000	\$48.00	65,000,000	65,000,000	39,580,000	Aug 2054	52,165,623
³ Msr 2012-E	Nov 2012	360,000,000	May 2018	295,000,000	\$48.00	65,000,000	65,000,000	36,500,000	Aug 2054	39,787,443
Grand Totals		1,630,000,000		1,422,407,191	\$237.90	207,592,809	130,000,000	315,139,972		490,160,426

¹Principal Paid is total principal paid and includes principal paid on related refunding bonds subsequent to defeasance of any original bonds defeased.

²Interest Paid is total gross interest paid less, if applicable, bid premium and accrued interest deposited to Debt Service Fund, refunding escrow funding and federal subsidy payments; in other words, actual payments by County from tax revenue.

Table 1 Source : See Appendix C, “Bond Program Key Performance Indicators (KPI) Summary” (Report #1), dated 01/03/2020. The footnotes numbered 1-5 in Table 1 are in the original source document.

Bond Projects History

Source of Bond Funds: The WCCUSD bond program began in 1998 with the passage of local school bond Measure E. Since then, a total of six local school bond measures have been passed by West County voters, through 2012’s Measure E, totalling \$1.630 billion in bonding authority for the District. As of December 31, 2019, the District had issued \$1.423 billion of local school bonds under those voter authorizations.

Additionally, as of December 31, 2019, the District had applied for and had received grants from the state of California totalling \$188.5 million. These grants are funded from statewide bond measures approved by California’s voters.

See Appendix A - “WCCUSD Facilities Funding Sources” and Appendix C - “Bond Program Key Performance Indicators Summary” for more detail on revenue.

Use of Bond Funds: As of December 31, 2019, approximately \$1.557 billion had been spent on WCCUSD school facilities projects since the bond program began in 1998. Out of 53 schools in the WCCUSD, 16 have been built or rebuilt and 28 have been renovated with these bond funds.

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See Report 2 (Appendix H) - “*Bond Fund Program Spending by Site*” for more details on expenditures at each school site.

Construction During 2019: In 2019, project expenditures totalled \$51.4 million¹¹.

Bond Funded Projects In Progress as of December 31, 2019 (See Appendix G - “*Project Status Report*”, for greater detail.)

School	Phase	Project	Status*
Wilson ES	Construction	Campus Replacement (DBE)	Under Construction
Pinole Valley HS	Construction	Campus Replacement	Punchlist Work/Closeout
Crespi MS	Construction	Gym Seismic Retrofit	Under Construction
Fairmont ES	Construction	Critical Needs Phase 1	Punchlist/Closeout
Richmond HS	Construction	Critical Needs	Under Construction
Riverside ES	Procurement	Critical Needs	Pending Reissuance
Pinole Valley HS	Design	Fields Restoration and Site Work	Construction Documents/DSA Submission Pending
Lake ES	Design	Campus Replacement	RFQ/RFP Bridging AOR
Stege ES	Design	Critical Needs	Design Development
Highland ES	Design	Critical Needs	Assessing Water and Power and Upgrades
Korematsu MS	Design	Fall Protection	Hold

*Acronyms: DSA - Division of State Architect ; DBE = Design-Build Entity.

Bond Fund Revenue and Expenditures Forecast¹²

¹¹ See Report 13A, *Variance Analysis* at the end of Appendix I.

¹² See Report 13 (Appendix I) and Report 2 (Appendix J)

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As of December 31, 2019, the net bond fund cash balance was projected to be \$9.8 million through June 30, 2023. Projected revenue and expenditures shown below are taken from two District public reports dated December 31, 2019. Report 13 shows high level project budget and expenditure totals, including a year-over-year variance report, and Report 2 which shows school site totals.

12/31/19 Adjusted Cash Balance	\$65.7 million
Projected Bond Sales for Measure D and Measure E through 2023 ¹³	\$129.5 million
Estimated State Facility Grants to 2023	\$23.4 million
Estimated Other Revenue ¹⁴	\$2.8 million
<hr/>	
Projected Available Funds through FY 2023	\$221.4 million
Budgeted Project Expenses	\$100.1 million
Future FMP Projects (Not Yet Budgeted)	\$103.4 million
Central Costs (Not Yet Budgeted)	\$8.1 million
<hr/>	
Projected Use of Funds through FY 2023	\$211.6 million
Net Projected Cash Balance at FY 2023	\$9.8 million

Special note: “Supplemental funds” (i.e., “non-bond” funds, such as developer fees) totaling \$3.6 million in 2019, were used to fund project budget increases approved by the Board at Wilson ES and Richmond HS. The Board approved additional budget increases funded by the same sources at selected schools in 2020. School site budget increases related to “supplement funds” are not included in site totals on Report 2 (Appendix H1) nor are they included as a funding source on the first page of Report 13 (Appendix I). They are shown in Report 13 in Note 2, Comments A and B, at the end of 2019.

¹³ Measure D and Measure E only; not including Measure R, passed in March, 2020, less cost of issuance.

¹⁴ Projected interest earnings through 2023 per Note 2 in Report 13.

4. DISTRICT AUDITS AND 2020 CBOC COMPLIANCE STATEMENT

Overview of Bond Fund District Audits

The required FY2019 Financial Audit conducted by independent financial auditor Christy White, Inc. confirmed that the financial statements "... present fairly, in all material respects ..." the financial position as of June 30, 2019.¹⁵

The required FY2019 Performance Audit conducted by independent performance auditor Moss Adams, LLP stated, "We conclude that bond proceeds were only expended on the Listed Projects under Measure D (2010) and Measure E (2012) bond language for the fiscal year (FY) ended June 30, 2019. For District labor charges to the Bond Program, we noted that the District was unable to demonstrate that these charges were accurately and completely identified as Bond Program costs with timekeeping records."¹⁶

The performance audit also noted that the FY 2017 recommendation to reimburse \$50,205 to the General Fund for the School Facility Consultants charge was not yet done.¹⁷

In addition, Moss Adams, LLP performed an agreed upon procedures audit on twenty-two (22) audit objects determined by the District. "Additionally, we evaluated the effectiveness and efficiency of internal controls to provide an analysis of the School Construction Program so that those charged with District governance and oversight can use the information to improve Bond Program performance and operations. Through inquiry and review of documents, we confirmed that 23 of the prior year's 25 recommendations were not fully addressed. There were 14 recommendations where steps had been taken by the District, nine recommendations where no steps had been taken by the District, and two recommendations that were fully addressed by the District. Five additional improvement opportunities were identified during the current period under review, for a total of 28 open recommendations."¹⁸

The District is subject to both a financial and performance audit of the bond program, required by Prop 39, and thus subject to oversight from the CBOC. The agreed upon procedures audit is not legally required. The audits are performed by independent professional auditing firms contracted by the District according to published standards and guidelines. The audits are completed no later than March 31 following the close of the District's fiscal year, which ends on the previous June 30. The FY2019 financial audit was performed by Christy White, Inc. and the

¹⁵ 2010 Measure D and 2012 Measure E Bond Building Fund, West Contra Costa Unified School District Financial Audit Report, For the Year Ended June 30, 2019, March 12, 2020, Christy White, Inc., page 4 [available on the CBOC website at www.wccusd-bond-oversight.com].

¹⁶ Final Report West Contra Costa Unified School Proposition 39 Bond Performance Audit Report for the Fiscal Year Ended June 30, 2019, March 12, 2020, Moss Adams, LLP, page ii [available on the CBOC website at www.wccusd-bond-oversight.com].

¹⁷ Ibid., page 34.

¹⁸ Ibid. page ii.

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FY2019 required performance audit was performed by Moss Adams LLP. Moss Adams, LLP also performed the FY 2019 agreed upon procedures audit of 22 objectives determined by the District.

The required California Proposition 39 performance audit has only two audit objectives: ¹⁹

1. Use of bond funds is restricted to construction, furnishings and equipment and not for teacher and administrator salaries and other school operating expenses, and
2. Bond funds are spent only on listed projects from their ballot measures.

In addition to the legally required performance audit, and, following recommendations made by the CBOC, the Board contracted with Moss Adams, LLP to do an agreed upon procedures performance audit, on 22 audit objectives for three years, FY2017.to FY2019.



Olinda Elementary School - repair tripping hazard due to tree roots lifting concrete

¹⁹ 2018-19 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, Education Audit Appeals Panel, July 1 2018, Appendix A.

2019 Bond Fund CBOC Compliance Opinion

General Obligation Bonds Measure D (2010) and Measure E (2012)

California Education Code Section 15278 (b) requires that: “The citizens oversight committee shall advise the public as to whether the [District] is in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution”.²⁰

This is the Citizens’ Bond Oversight Committee (CBOC) 2019 Compliance Opinion:

State Constitution [Art XIII A, Sec 1(b)(3)]	Local Bond Fund Accountability Requirements	In Compliance? (CBOC)
A	Bond funds are <u>Used Only For:</u> “The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities”. <u>And Not For:</u> “Any other purpose, including teacher and administrator salaries and other school operating expenses”.	No (See Below)
B	“A list of the specific school facilities projects to be funded”	Cannot be determined (See Below)
	The CBOC did determine that bond funds were only expended on 2016 Facilities Master Plan Projects as approved by the Board of Education, with the exceptions noted in Section A above.	
C	“Conduct an annual, independent performance audit”.	Yes
D	“Conduct an annual, independent financial audit”.	Yes

Accountability Requirement A

District performance auditor, Moss Adams, LLP and the CBOC both agree that the District could not demonstrate compliance with the requirement that bond funds are used only for school facilities construction and not for other purposes. For example, the audit observation CAPA 1, states, “...the District did not provide adequate documentation to support compliant staff charge allocations to the Bond Program”. The reason for this observation by the auditor was inadequate timekeeping controls. The District conducted a Pilot Time study during June, 2019 (i.e., the last

²⁰ See Appendix P for detailed Project Lists for these two ballot measures.

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month of the audit period). The auditor stated that "...the Time Study results were not complete and accurate and it is unclear whether they can be relied upon as a basis for staff allocation support documentation for the Bond Program". As in the 2018 audit, the auditor stated, "...while it is understood that labor costs to the Bond Program are necessary, they should be properly supported going forward to ensure appropriateness and compliance with Bond language". Staff salaries and benefits totaling \$11.3 million were charged to the bond fund over the past six fiscal years that are potentially at risk for overcharges to the building fund.²¹

Thus the CBOC concluded that Compliance A accountability requirement was not met.

Accountability Requirement B

With respect to compliance with the requirement that bond funds be used only for projects listed in the bond measures, Moss Adams and the CBOC--each guided by a different set of standards and guidelines--differ in their conclusions. The language in Measures D and E was general in nature--for example, "School Renovation, Repair and Upgrade Projects"²². Moss Adams determined that bond funds were spent largely for stated purposes *in general* in FY 2017 and concluded that the District was in compliance with this requirement in FY 2018²³ and FY 2019.²⁴

The CBOC's opinion is that, because Measures D and E both passed without a list of "specific school facilities projects to be funded", compliance with Requirement B cannot be determined.

The CBOC's opinion is supported by guidelines and best practices for strong bond oversight promoted by, among others, the Little Hoover Commission, a bipartisan state board which works to foster economy, efficiency and improved services in the use of public funds. This board calls for *specific project lists in bond measure language*, even recommending a change in the education code to require this:

"The Governor and Legislature should update and overhaul the education code related to the Strict Accountability in Local School Construction Bonds Act of 2000. Specifically, to '[r]equire bond measures proposed to voters under the reduced threshold to include specific project lists.'"²⁵

²¹ WCCUSD Unaudited Actuals Reports, FY2015 to FY2019 and FY2020 Estimated Actuals Report.

²² See details in Appendix P "*Measure D and E Ballot Wording.*"

²³ West Contra Costa Unified School District Proposition 39 Bond Performance Audit Report for the Fiscal Year Ended June 30, 2018, March 28, 2019, Moss Adams, LLP, page ii

²⁴ Ibid. page ii.

²⁵ *Borrowed Money: Opportunities for Stronger Bond Oversight*, Report #236, February 2017, by The Little Hoover Commission, formally known as the Milton Marks "Little Hoover" Commission on California State Government Organization and Economy, an independent state oversight agency. See 2017 Recommendations for Local Bond Oversight # 7.

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The Little Hoover Commission's best practice guidance is also reflected in one of VLS' recommendations in the 2016 Forensic Accounting Investigation (FAI) Phase II Final Report which calls for greater specificity in bond measure language:

"When the District seeks the passage of a future bond measure(s), include language in the bond measure that specifically refers to the Board approved Long-Range Facilities Master Plan. Adding this language to the bond measure will afford the District increased transparency, allow the voters to better understand the projects and timeline of the projects that will be undertaken with the bond proceeds, and will hold the District and Board members accountable to the public...."²⁶

And finally, in June 2019, the CBOC approved **Facilities Roadmap 2023 Excellence Every Day** included the following provisions under *Features of a Transparent Bond Measure*:

- Specified prioritized Project List with estimated cost of each project and a commitment to build the projects in the priority order promised.
- A statement in the ballot language that includes the total amount of bonds to be issued, the duration of the bonds debt service, an estimate of average annual tax rate provided by an official source.

In summary, Moss Adams' opinion is based on performance audit standards and guidelines, and states that expenditures in FY 2017, FY 2018 and FY 2019 were spent, in general, on school facility construction projects. The CBOC, on the other hand, per Proposition 39 amendments to the California Constitution, has a duty to inform the public on expenditures by "a list of specific school facilities projects to be funded". Under the circumstances--i.e., without specific school projects listed in the original bond measures--the CBOC cannot determine the amount of bond funds spent for specific projects. The CBOC's opinion is supported by other third parties, including the Little Hoover Commission and recommendations in the 2016 Forensic Accounting Investigation, both of which promote greater specificity in bond measure language as a basis for bond oversight best practices.

CBOC has determined that generally bond funds were only expended on 2016 Facilities Master Plan Projects as approved by the Board of Education. For the first time this determination by the CBOC has been included in this year's 2019 Bond Fund CBOC Compliance Opinion.

Accountability Requirements C and D

The WCCUSD is in compliance with the accountability measures of obtaining an independently conducted annual performance audit and financial audit.

Summary of Bond Fund Financial Audit FY 2019

²⁶VLS Recommendation TC 2-2 (ITF Master List Recommendation #3)

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The bond fund received a clean opinion from the independent financial auditor, Christy White, Inc. (CW), as it has in previous years. Here is their opinion:

“In our [CW’s] opinion, the financial statements referred to [in this Financial Audit] present fairly, in all material respects, the respective financial position of the 2010 Measure D and 2012 Measure E Bond Building Fund of West Contra Costa Unified School District as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.”²⁷

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In addition to the bond fund financial audit, WCCUSD is subject to an annual financial audit covering all aspects of District activities. In the FY 2018 Audit, the District’s auditors (Christy White Associates) found material weaknesses in how the District accounts for capital assets, including completed capital assets that had been funded by bonds. The bond fund includes the accounting for funds available to fund projects and projects under construction. Once completed, the assets are recorded in the District financial statements. While the WCCUSD audit results are not strictly within the purview of the CBOC, we believe that (a) good governance and management requires the WCCUSD to accurately account for assets that were funded by bond measures; and (b) the CBOC appropriately highlights the material weakness in the interest of transparency. The auditor’s statement from the FY 2018 Audit:

“The balances within the capital asset summary, specifically buildings, improvements, and accumulated depreciation, are not properly supported by an accurate listing and may be materially misstated with respect to the balances presented as capital and accumulated depreciation in the government-wide financial statements. The auditor’s opinion was qualified because it cannot determine whether the capital assets and the related accumulated depreciation balances are fairly stated.”

Christy White, Inc. in their FY 2019 annual financial audit reported that the recommended FY 2018 corrective action plan to reconcile the work in progress balances and update facilities capital asset tracking had been implemented.²⁸

Summary of FY 2019 Bond Fund Performance Audit Results

A compliance performance audit is required by state law, beginning in FY 2016, to determine whether bond funds meet Proposition 39 compliance requirements, i.e., are used for projects listed in bond ballot measures, and only for construction, furnishings and equipment. In addition to the compliance requirement the Board contracted with Moss Adams, LLP to do an agreed upon procedure performance audit, including “effectiveness and results” -- an assessment of bond program management and recommendations for improvements -- for three years, starting with FY2017.

²⁷ Christy White, Inc., Financial Audit Report, For the Year Ended June 30, 2019, page 4.

²⁸ West Contra Costa Unified School District Audit Report June 30, 2019, Christy White, Inc., page 112.

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WCCUSD bond program performance audits can be summarized depending on who determined the audit objectives - the District, the State of California or the auditor. To ensure transparency and adequate oversight, both the Little Hoover Commission and the CBOC recommend performance audits objectives be set by the auditors or the State of California, not the District.

Special Note - The Scope and Objectives of WCCUSD Bond Fund Performance Audits

With the exception of compliance audits required by the State since FY2016, the scope and objectives for all of the prior WCCUSD performance audits (FY 2003 to FY 2019) have been determined by WCCUSD, not by the auditors.

See Appendix E - “2003 - 2019 WCCUSD Bond Program Audit History” for more detail on performance auditing standards.

See Appendix D for a summary of recommendations made in Moss Adams, LLP FY 2019 performance audit as well as the table in Section IV of the performance audit entitled *Reporting Views of Responsible Officials* beginning on page 34 that provides a complete summary of the Auditors’ Recommendations, the District Management Response, and Status of Resolution. The [2019 WCCUSD Performance Audit²⁹](#) can be viewed in its entirety on the CBOC website.

SUMMARY DISTRICT AUDITS AND CBOC 2019 COMPLIANCE STATEMENT

- FY 2019 Bond Fund Financial Audit by Christy White, Inc. was free of negative findings.
- FY 2019 Bond Fund Compliance Performance Audit by Moss Adams LLP was not able to confirm the salary and benefits charged to the bond bond due to the lack of form time cards or other timekeeping systems.
- FY 2019 Bond Fund Agreed Upon Procedures Audit by Moss Adams, LLP on 22 audit objects confirmed that 23 of the prior year’s 25 recommendations were not fully addressed. Five additional improvement opportunities were identified for a total 28 open recommendations.
- The CBOC’s 2019 compliance opinion concerning four state accountability requirements in the California Constitution is that the District did not meet the requirement to spend on authorized purposes (Requirement A); it “cannot be determined” if specific school facilities projects were funded (Requirement B); and the District did meet the California Constitution requirements to perform annual independent performance and financial audits

²⁹

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(Requirements C and D). In addition a statement has been added for the first time that the CBOC has determined that generally all bond expenditures were made in accordance with the Board approved 2016 Facilities Master Plan Report.

Note: The FY 2019 Moss Adams, Inc. performance audit report included both the compliance report and agreed upon procedures report in one document.

5. 2016 FORENSIC ACCOUNTING INVESTIGATION (FAI) RECOMMENDATIONS IMPLEMENTATION STATUS

Background

In 2015, the Board directed the forensic accounting firm Vincenti, Lloyd & Stutzman, LLP (VLS) to assess the risk of fraud, corruption and waste in the bond program as a result of allegations made by a District employee. In its 2016 report³⁰, VLS made 112 recommendations to reduce risk and improve organizational efficiency. In September 2016 the Board established that the District would implement these recommendations and the District originally targeted completing implementation over a two-year period, by October 2018.

The Board established a FAI Recommendations Implementation Task Force (ITF) to track the District's progress and periodically report status to the Board and public. The task force consists of the Superintendent, the Associate Superintendent in charge of Operations and the Bond Program, the Internal Auditor, the Director of Contracts Administration, a member of the CBOC, and a member of the Solutions Team (employee union representative, this position has been vacant).

In October 2017, the Board accepted the CBOC's recommendation to engage an auditing firm (Moss Adams LLP) to review and verify the District's implementation of the FAI recommendations. This independent review is being performed in two phases. In Phase 1, completed on March 7, 2019, Moss Adams reviewed recommendations implemented up to June 30, 2017: Moss Adams determined that of the 62 recommendations the District reported as implemented as of June 30, 2017, 33 were verified as fully implemented, 19 as partially implemented, 3 as not implemented, and 7 as undetermined³¹. The second phase review will occur after the District deems the implementation is fully complete. The CBOC recommended that the recommendations that were determined partially or not implemented in Phase 1 would be re-verified in Phase 2, however, the District has yet to add this to Moss Adams' scope of work.

³⁰ The report can be viewed on the District website, <https://www.wccusd.net/domain/1723>. A matrix detailing the status of each recommendation as well as reports from the ITF to the Board and Facilities Committee can be viewed on the District website, <https://www.wccusd.net/Page/8139>.

³¹ The documents associated with implementation of these recommendations are subject to attorney client privilege, which was not waived by the Board, and therefore the auditor could not verify.

2019 District FAI Implementation Activities

In its FAI recommendations review and performance audits, Moss Adams indicated that many of the remaining FAI recommendations as well as performance audit recommendations relate to documenting bond program policies and procedures and obtaining Board approval. The firm recommended that the District engage external parties to supplement staff resources to complete this effort.

In May 2019, the Board approved a contract with Swinerton Management and Consulting to assist staff in developing the comprehensive set of policies and procedures, known as the bond Program Management Plan (the PMP). Work on the PMP continued through 2019 and 2020 and is targeted to be completed and presented to the Board for approval in October 2020.

The purpose of the PMP is to provide information to Bond Program participants on relevant policies and procedures. It outlines all the processes for Bond Program activities, including, but not limited to, staffing, procurement, financial controls, document control, budgeting practices, master planning, scheduling, invoice/payment application review and processing, change order review and processing, and claims avoidance and management.

The PMP will also provide documentation of the internal controls that properly implement the District's policies, safeguard its assets, provide compliance with state and federal laws and regulations, and produce timely and accurate financial information.

One of the significant types of consistent implementation is the suite of monthly reports with the CBOC. See additional details in [Appendix K](#).

Regular updates and draft sections of the PMP are available on the District's website³².

The status of FAI Recommendation implementation as of December 31, 2019, as self-reported by the District, is listed in the table below. Note that while the District has a process for internal verification by its Internal Auditor, independent verification by Moss Adams (the external auditor) will not occur until Phase 2 of its review.

³² <https://www.wccusd.net/Page/13520>

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Status of FAI Recommendation implementation as of December 31, 2019

Status →	Implemented and Verified as of March 31, 2019 *	Undetermined (Attorney/Client Privilege) *	Implemented and Ready for Review **	Implementation by October 2020 **
Recommendations (112 total)	35	6	51	20
High Risk Items (out of 112 total)			13	8
Percent of Total	31.3%	5.4%	45.5%	17.9%

* As reviewed and reported by independent third-party auditor Moss Adams, LLP.

** To be reviewed and reported by Moss Adams after completion of implementation.

See Appendix J for further details concerning the implementation status and risk association of FAI recommendations not yet verified as fully implemented by an independent third-party.

In 2019, the Implementation Task Force met quarterly and provided several updates to the Board and the Board Facilities Committee.

SUMMARY

Implementation of the FAI recommendations is well behind the original schedule of October 2018. In 2019, the Board took action to supplement staff resources with external support to help complete the implementation. Progress on the Program Management Plan - the comprehensive set of written policies and procedures for the bond program - continued in 2019 and 2020. Drafts of all sections of the PMP have been completed and posted to the District website for public comment at <https://www.wccusd.net/Page/13520>, and the District now targets completion and presentation to the Board for approval by October 2020.

6. 2016 LONG RANGE FACILITIES MASTER PLAN IMPLEMENTATION STATUS

Background

The Facilities Master Plan (FMP) represents the District's main statement of strategy for school facility upgrades and replacements over the next five years and beyond. It is comprised of the following:

- The “*Long Range Facilities Master Plan*” (July 2016) - this document describes the master planning process: assessing existing facilities, estimating future needs, setting priorities, developing options, and establishing an implementation plan.
- The “*Educational Specifications*” and “*Materials and Product Standards*” (2016-2017) - these documents establish District wide standards for school designs and the materials used in school construction.

The Facilities Master Plan was prepared by external architects and consultants (Darden Architects and Integrated Educational Planning & Programming) after an extensive eleven month process of input from school sites and the general communities³³. In June 2016, the Board approved an implementation plan for 21 projects - the “FMP Implementation Plan Projects” - to be implemented from 2016-2023 and that focused primarily on “critical needs” projects (for seismic and other health and safety needs) as well as two school replacement projects - Wilson and Lake Elementary Schools. The approved implementation plan assumed that only existing or approved bond funds and forecast state school facilities program funding would be utilized and was based on preliminary project concepts and “Rough Order of Magnitude”³⁴ cost estimates totaling \$181.8 million.

The three following charts tell the story of the 2016 Facilities Master Plan. The first chart, *Status, Estimates and Budgets for the 2016 FMP Board Approved “Implementation Plan Projects” as of December 31, 2019*, shows projects that have been completed, those in progress and two that have had re-allocated funds so that they can be started. The second chart, *Future Facilities Master Plan Projects - Implementation Plan - Model 1*, shows projects that have been approved but are waiting for voter approved bonds to be sold. The third chart, *Unfunded Master Plan Projects*, shows approved projects that are awaiting funds from future voter approved bonds to be sold.

³³ These documents and others related to the Facilities Master Plan can be viewed on the District website, <https://www.wccusd.net/Page/6945>.

³⁴ Based on general cost per square foot, including 5% annual forecast cost escalation.



Pinole Valley High School - window installation

The following chart entitled, *Status, Estimates and Budgets for the 2016 FMP Board Approved "Implementation Plan Projects" as of December 31, 2019*, is a compilation of data from three District financial reports. See Bond Project Financial Status (Report 13; Appendix I), Bond Program Spending by Site (Report 2; Appendix H1) and the Consolidated Budget Status Report - 2016 FMP (Appendix H2).

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Status, Estimates and Budgets for the 2016 FMP Board Approved “Implementation Plan Projects”

School	Project Type	R.O.M. Estimate FMP 2016 (per Report 13 Note 5)*	Board Approved Budget Dec 31, 2019*	Project Status (per Report #2 and Consolidated Budget Report)*
Ed Specs. & School Size	-	200,000	200,000	
Harmon Knolls	Soil Testing	100,000	41,489	Completed
Valley View ES	Critical Needs	1,000,000	1,091,447	Completed
Crespi MS	Critical Needs	3,100,000	5,300,000	In Progress**
Riverside ES	Critical Needs	6,900,000	6,900,000	In Progress**
Richmond HS	Critical Needs	15,100,000	21,000,000	In Progress**
Highland ES	Critical Needs	800,000	52,875	Completed
Highland ES	Water & Power Upgrade		747,125	Not yet started
Grant ES	Critical Needs	900,000	211,467	Completed
Olinda ES	Critical Needs	1,000,000	1,000,000	In Progress**
Chavez ES	Critical Needs	600,000	72,847	In Progress**
Ohlone ES	Critical Needs	800,000	623,885	Completed
Harmon Knolls	Critical Needs	200,000	406,946	Completed
Fairmont ES	Critical Needs	3,000,000	3,000,000	In Progress**
Steger ES	Critical Needs	2,900,000	2,900,000	In Progress**
Wilson ES	RS Replacement	40,300,000	40,300,000	In Progress**
Lake ES***	Critical Needc(portable demolition)		147, 501	Future Project
Lake ES***	RS Replacement	-	1,000,000	Future Project
SUB-TOTALS		76,900,000	84,995,582	

ES = Elementary School MS = Middle School HS = High School

* See Report 13 in Appendix I; Report 2 in Appendix H1; “Budget” shown in Consolidated Budget Report - 2016 FMP in Appendix H2.

**FMP Projects “In Progress” are in planning, construction, or closeout phase.

***In 2019, the Board approved reallocating \$1.5 million from the budget for Lake’s Future Facility Master Plan Projects “Implementation Plan Projects” to cover more immediate critical needs totaling \$1.15 million.

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Future Facilities Master Plan Projects, Implementation Plan Model 1

School	Project Type	R.O.M. Cost Estimate* FMP 2016	“Current Budget” - Report 13 Note 5	Project Status**
Cameron	Critical Needs	1,300,000	1,300,000	In 2016, the Board approved implementation, funded by Measure D (2010) and Measure E (2012). Project Status at the end of 2019, is Future Projects with budget to-be-determined.
Collin ES	Critical Needs	3,500,000	3,500,000	
Hercules MS	Critical Needs	7,500,000	7,500,000	
Hercules HS	Critical Needs	7,200,000	7,200,000	
Kennedy HS	Critical Needs	12,200,000	12,200,000	
Lake ES***	RS Replacement	66,100,000	64,600,000	
Shannon ES	Critical Needs	7,100,000	7,100,000	
SUB_TOTALS		104,900,000	103,400,000	
Total Implementation Plan Model 1		\$181,800,000	\$188,395,582	

“Unfunded” Master Plan Projects³⁵

The most expensive phase of the 2016 FMP projects has yet to be funded. The Facilities Master Plan identifies an additional 21 projects with an aggregate Rough Order of Magnitude cost estimate of \$1.1 billion that will require additional bond measures to implement. These projects are referred to as “Unfunded Master Plan Projects”, and are summarized in a table below.

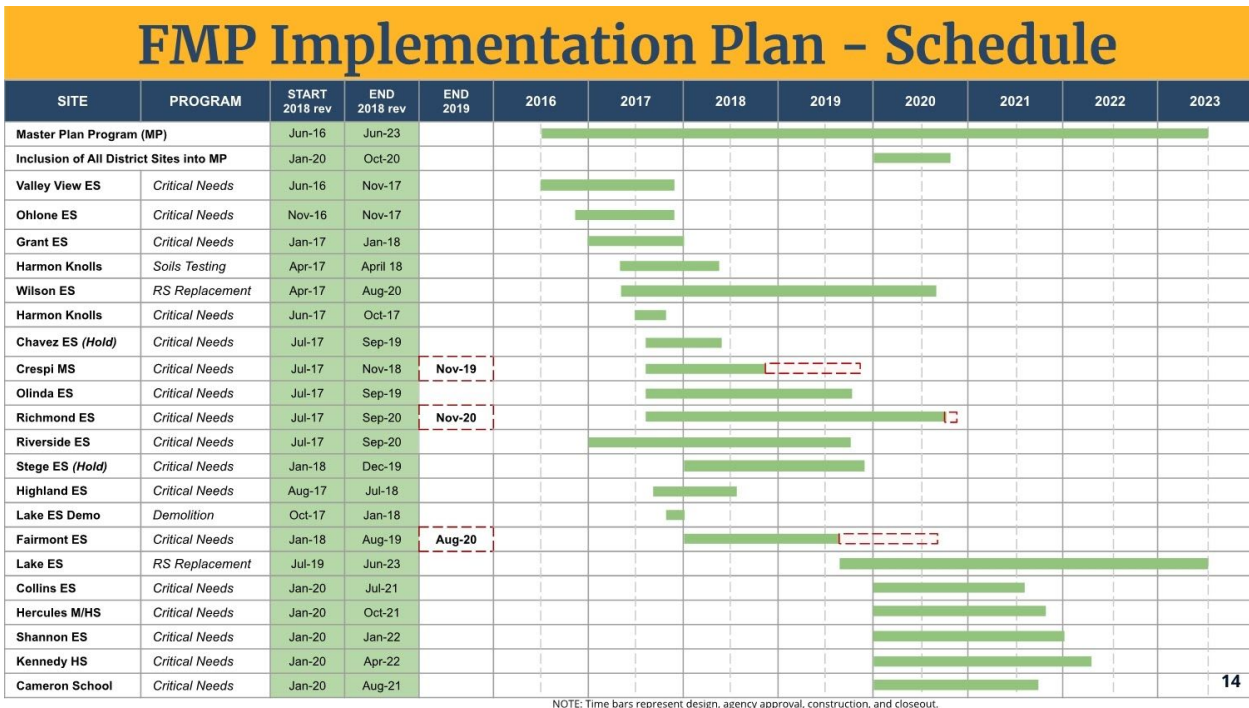
Unfunded Master Plan Projects		
School Site	Project Type	R.O.M Cost Estimate
Alvarado Adult	Critical Needs	\$ 4.2 million
Sierra Adult	Critical Needs	3.4
Stege Elementary	Replacement	86.4
Highland Elementary	Replacement	121.9
Valley View Elementary	Replacement	108.5
Grant Elementary	Modernization/Partial Replacement	46.6
Richmond High	Modernization/Partial Replacement	119.2
Shannon Elementary	Modernization/Partial Replacement	28.1
Olinda Elementary	Replacement	89.6
Fairmont Elementary	Replacement	102.4
Crespi Middle	Modernization/Partial Replacement	65.5
Collins Elementary	Modernization/Partial Replacement	37.2
Kennedy High	Modernization/Partial Replacement	110.4
Riverside Elementary	Modernization/Partial Replacement	58.1
Chavez Elementary	Modernization/Partial Replacement	24.6
Hercules Middle	Modernization/Partial Replacement	7.2
Hercules High	Modernization/Partial Replacement	15.9
Ohlone Elementary	Modernization/Partial Replacement	10.2
Cameron School	Modernization/Partial Replacement	37.4
Alvarado Adult	Modernization/Partial Replacement	25.7
Sierra Adult	Modernization/Partial Replacement	17.4
Unfunded Master Plan Projects		\$ 1,119.9 million

³⁵ “Unfunded Projects” are listed above in their order of prioritization and timeline scheduling, within the *Long Range Facility Master Plan*.

Measure R

In November, 2019, the Board approved placing Measure R, a \$575 million school construction bond for WCCUSD, on the March ballot. Since this guarantees only about half of the \$1.1 billion needed to complete the unfunded projects listed in the 2016 FMP, it is likely the District will need one or more additional bond measures in order to fund all of the unfunded 21 construction projects.

The WCCUSD has posted Annual 2016 FMP Implementation Plan updates in 2018 and 2019 on their website. The 2019 updates include items like the 2019 FMP Implementation Plan Schedule Chart below.



The chart above is from a presentation entitled “Facilities, Planning & Construction Department Implementation Update 5.30.19” available on the District website <https://www.wccusd.net/Page/6945>.

Monitoring Bond Program Project Status

School construction projects fall under the WCCUSD Facilities Planning and Construction Department. The Associate Superintendent for Facilities, attends the Citizens' Bond Oversight Committee's monthly meetings and presents to our committee his Facilities Master Plan Project Update Report on the progress of the School District's construction bond program. In his report are photos taken at school construction sites, a Bond Project Status Update Chart (Appendix G), individual school project status reports, and copies of Newsletters sent to the community about active sites in their community. The CBOC uses the Associate Superintendent's report, along with monthly financial reports to help monitor the District's construction bond program for the taxpayers.

2019 Facility Master Plan Activities

Legacy Projects

During 2019, construction of the two remaining legacy projects (projects approved prior to the establishment of the FMP), Pinole Valley High School and Nystrom Elementary School - both replacement projects - continued through 2019 with Nystrom Elementary School being completed by the end of January 2020³⁶.

Construction Projects' Status Changes

There are three phases in completion of a project - Design, Procurement, and Construction. During the Design phase sites are assessed, architect plans drawn up, reviewed and approved. During the Procurement phase bids are accepted and contracts awarded. Finally during the Construction phase the construction of the project occurs, after which a punch list work walk through (a walk through to make sure everything agreed upon is completed and satisfactory), and a closeout of all the paperwork, in order to pay the contractors, occurs.

Construction Projects During 2019³⁷

During 2019, in addition to Pinole Valley HS, five FMP projects were in process (Wilson ES, campus replacement and Olinda ES, Fairmont ES, Crespi MS and Richmond HS, all of which are critical needs projects). Critical needs projects are projects involving seismic and other health and safety needs. For example, Crespi MS had to have its gymnasium retrofitted to assure seismic stability; Olinda ES had a courtyard common area that had tree roots lifting the concrete and causing a tripping hazard; Richmond HS needed new fire and water lines; and Fairmont ES had persistent sewer problems.

In addition to ongoing FMP and Legacy construction projects listed in the chart below and in the December 2019, *Bond Program Status Report* (in Appendix G), by the end of 2019, five projects were in the Design phase, and one was in the Procurement phase. Occasionally a project is placed on hold. For example, Korematsu Elementary School fall protection project concerns a railing around the roof of the school building. This project started 2019 on hold, in the Procurement phase, then moved to the Design phase in May, and remained there for the remainder of the year.

³⁶ The construction of the Nystrom Elementary School Modernization Project was completed, and the school opened in August 2016. There was a settlement for the project in January 2020, returning almost \$3.7M to the fund balance as approved by the Board on February 20, 2020.

³⁷ Data source: Bond Project Status Update charts, the Bond Program Spending by Site reports (Report #2), and the Consolidated Budget reports, all of which can be found in the CBOC monthly Meeting Agenda Packets (January 2019-February 2020) listed on the CBOC's website, www.wccusd.net/cbo under *Historical CBOC Meeting Agendas, Minutes and Recordings*.

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FMP and Legacy Construction Projects During 2019			
Legacy / FMP Project	School	Project	Status as of 12/31/2019
FMP	Wilson ES	Campus Replacement	Under Construction (to be completed Nov. 2020)
	Fairmont ES (Phase I)	Critical Needs	Punch list work / Close-out
	Crespi MS	Gym Seismic Retrofit	Under Construction (As of Sept. 2020 - still in closeout)
	Richmond HS	Critical Needs	Under Construction
	Olinda ES	Critical Needs	Close-out (Completed Feb. 2020)
Legacy	Nystrom ES	Campus Replacement	Under closeout and reconciliation (was completed Feb. 2020)
	Pinole Valley HS	Campus Replacement	Punch list work / Close-out

Pinole Valley High School (PVHS)

The Grand opening of PVHS was held on August 12, 2019, in time for the 2019/2020 school year. Only two projects, the sports field and field house, remain to complete the school replacement; a new contract will have to be negotiated for these projects.

Links to Youtube videos of the design, construction and grand opening ceremony of the school can be found in Appendix O.

Wilson Elementary School Campus Replacement Project

The school was moved to a temporary campus for the 2018-20 school years. In August of 2019, the Wilson Elementary School campus replacement project commenced with the demolition of the existing campus. By October, the Wilson ES construction phase was in full stride.

The Wilson Elementary School campus replacement project is the first time that the District has used the Design-Build or Design-Build Entity (DBE) construction contracting approach. Prior to the Wilson campus replacement project, the WCCUSD used the Design-Bid-Build (DBB) method of construction contracting. Under the DBB method WCCUSD first gets bids from architects , signs a contract and the design plans are delivered to the District. Next the District

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would take the architect design and get bids from construction contractors separately. Any contract changes (change orders) during the construction phase could lead to three way negotiations between the architect, builder and the District. An example of this is the campus replacement project for Nystrom ES mentioned above. Under the new DBE method, the WCCUSD bids and signs a contract for the design and construction of the entire project with only one contractor.

During the summer of 2017, the District started the process of qualifying and interviewing prospective DBE's for the Wilson campus replacement project. C. Overaa Construction, Inc. is the first DBE partner for a design-build project in the WCCUSD.³⁸

Summary

In 2019, of the 21 school projects identified in the 2016 WCCUSD FMP Implementation Plan, 15 school projects have been completed or are in the Planning, Construction or Closeout phases. Seven projects are planned and budgeted but waiting until the District sells the remaining bond funds from Measures D (2010) and E (2012). Finally, 21 school projects will have to wait for future funds to begin their critical needs and/or modernization, partial replacement, replacements projects. As mentioned above in March 2020 the public passed Measure R, a school construction bond for \$575 million. This amount will go toward completing about half of the 21 unfunded projects.

During the year 2019, two campus replacement Legacy projects, Pinole Valley HS and Nystrom ES, were nearing completion (Nystrom was actually completed and occupied in 2016 but remains in closeout due to a dispute/litigation.); Wilson ES campus replacement project, an FMP project, was started. Four school critical needs projects were nearing completion or completed and one was still under construction. At the end of 2019, five new school projects are in the design or and procurement phases and will move into the construction phase come 2020.

³⁸ WCCUSD CBOC 2017 Annual report, pages 29 & 30; the report can be found on the CBOC website, www.wccusd.net/cboc .

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Wilson Elementary School – Demolition and Replacement



Demolition and clearing site



Running the utility lines



Cement slab work



Framing building

7. OTHER CBOC, BOARD AND DISTRICT ACTIONS IN 2019

1. District Staff Changes affecting bond fund management, budgeting, accounting, reporting and internal auditing:

- Tony Wold started as *Associate Superintendent for Business Services* in August 2019.
- The District's *Director, Internal Audit* position was vacant much of 2019. Grace Elzerman, started in May, 2019, and resigned in October, 2019. (Elzerman replaced Jackie Kim who started in early 2017, and resigned in July, 2018.) The position has remained vacant since June, 2019.

Background: The District's 2016 *Financial Accounting Investigation (FAI)* included a strong recommendation that the Internal Audit Department have "adequate resources and authority" to operate effectively ... Accordingly, in 2017, a new position, *Director, Internal Audit*, was created to fulfill this recommendation.

The reporting structure for this position from its inception in 2017, was inconsistent with both the FAI recommendation and the job description approved in 2017, by the Board of Education. The latter called for the *Director, Internal Audit* to have "direct access" to the President of the Board of Education. Instead, the position reported both functionally and administratively to the District's Superintendent as the Board's "designee". This did not align with best practices put forth by The Institute of Internal Auditors International Professional Practice Framework who said, simply, that the *Director, Internal Audit* should report functionally to the Board of Education and administratively to the Superintendent.

In December, 2018, the CBOC formally approved a recommendation to the Board of Education that the job description of the *Director, Internal Audit* be amended to establish greater independence from District management, and conform more explicitly with the FAI's recommendation and industry best practices. In May, 2019, the CBOC's recommendation was rejected by District management.

2. 2019 CBOC Recommendations to the Board

To improve bond oversight and transparency, in 2019 the CBOC approved and sent seventeen recommendations to the West Contra Costa Unified School District (WCCUSD) School Board. By the end of December, two of these recommendations had been formally accepted and one was rejected. The CBOC awaited a response on the

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remaining fourteen recommendations.³⁹ Of the two recommendations which were accepted, one was done and another was in process at the end of 2019.

The CBOC's 2019 recommendations covered a variety of topics. All seventeen are listed in Appendix F along with the District's responses. Examples include personnel matters such as the need for a Director of Internal Audits (see #1, above) and an independent third party to determine what employee hours can be charged to the construction bond fund, and requesting a review of selected job descriptions. The CBOC also recommended that the 2016 Master Plan be updated and that the Board Policy dealing with the role of the CBOC be reviewed and updated (see #3, below). Three recommendations dealt with elements of the Forensic Accounting Investigation.

3. 2019 Proposed Amendments to Board Policy 7214.2 and Discussion Concerning the Role of the CBOC

The WCCUSD established Board Policy 7214.2 to oversee the independent Citizens' Bond Oversight Committee (CBOC). Just as with any other set of rules, periodic updates have been necessary. Beginning in January of 2017, the CBOC began the process of drafting updates to Board Policy 7214.2 for consideration by the Board of Education

Areas of concern noted in CBOC Board Policy 7214.2 proposed amendments included:

- Reducing the size of the CBOC to reduce District staff time, and eliminating seats that had gone unfilled for lengthy periods, for example, seats for specific groups (the Contra Costa Building Trades Council and the Solutions Team (made up of the five unions representing District employees), plus a student representative. There were difficulties in filling these three seats. The practicality of a student being able to fulfill the two year commitment required of all CBOC members—as well as being properly versed in the issues of the District as a whole—were areas of concern the CBOC hoped to address. Furthermore, there was the perception that the Building Trades and Solutions Team seats were being awarded to special interest groups looking after specific concerns instead of representing the full range of West County residents.
- Reconfirming the independence of the CBOC, in particular that the CBOC have access to independent legal counsel.
- Streamlining and clarifying Board policy references to the California Ed Code.
- Requiring the Board Liaison to the CBOC to actually attend CBOC meetings.
- Requiring the CBOC website, administered by District Staff, be accurate and maintained up to date. The CBOC site has been seriously out of date with inaccurate documents, incorrect documents, missing documents, and documents with dead or missing hyperlinks. The proposed amendments would have given access to the CBOC web site

³⁹ Of the 17 CBOC recommendations made in 2019, by August 10, 2020, one still needed a response (dealing with the scope of Lake Elementary School planning report.); two were still under review (dealing with Board Policy); five recommendations were rejected; nine were done. Ref: WCCUSD Citizens' Bond Oversight Committee Meeting Packet for August 10, 2020.

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to one member of the CBOC to allow prompt updating of the information at minimal cost to the District.

- Making the CBOC partners with the District and the Board when draft copies of the Financial and Performance Audits are issued.
- Reinforcing the need for the District to provide resources to ensure that the work of the CBOC was disseminated to the public.
- Requiring a mutually agreed upon yearly “not to exceed” budget for the operation and support of the CBOC.

Members of the CBOC met numerous times with District staff and the Board’s Governance Committee to try to find compromises that all parties could agree to.

FOLLOW UP: There was an unexpected resistance by several Board and senior staff members to the proposed amendments that continued the amendment process well into 2020. When the matter was finally brought before the Board at their meeting of 27 May 2020, the pushback from several Board members was severe enough that no vote was taken. At the date of release of this report, proposed amendments will have yet to be considered.

4. Board of Education Approval of *Bond Measure R*

On November 20, 2019, the West Contra Costa Unified School District Board of Education passed Resolution No. 43-1920, placing a \$575 million bond measure on the March 3, 2020 ballot. It was approved by 58.7% of voters on March 3, 2020; 55% was required for passage of this measure.

Notably, the 2016 Forensic Accounting Investigation (FAI) Phase II Final Report by Vicenti, Lloyd, Stutzman (VLS), included a recommendation (TC 2-2) concerning ballot language in future bond measures which called for “...*language in the bond measure that specifically refers to the Board approved Long-Range Facilities Master Plan. Adding this language to the bond measure will afford the District increased transparency, allow the voters to better understand the projects and timeline of the projects that will be undertaken with the bond proceeds, and will hold the District and Board members accountable to the public...*”⁴⁰

The District’s initial response in 2016, to FAI recommendation TC2-2 was as follows:

In the event of a future Bond Measure, District staff will recommend to the Board that the Facilities Master Plan is referenced in the bond measure language. The recommendation will also include that projects in the Facilities Master Plan whose construction schedules fit within the timeframe of the bond measure be placed in the

⁴⁰ See references to CBOC Compliance Opinion, Accountability Requirement B in Section 4 of this report, for further details, including the full text of VLS’ recommendation TC2-2 (ITF Master List Recommendation #3). VLS’ recommendation was related to allegations of Conflict of Interest (COI), deemed “medium” risk to the District—i.e., “... the dollar impact may be large, and there may be an impact on public perception/trust.”

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*bond measure language. Language shall be recommended to the Board to provide the District with flexibility in the event of a catastrophic event. The Facilities Master Plan contains specific projects with estimated costs and recommended schedules. Any revision of the recommended scope of the Facilities Master Plan will be recommended to and approved by the Board and those changes can be reflected in the bond measure language, if applicable.*⁴¹

In 2019, Measure R was the first WCCUSD bond measure approved by the Board since VLS made this recommendation and the Board of Education accepted it in 2016. Therefore, Measure R was the Board's first opportunity to implement FAI recommendation TC2-2.

Despite VLS's recommendation and others like it made by the Little Hoover Commission in 2017, and, in June, 2019, by WCCUSD's CBOC⁴², plus the District's own response to TC2-2, the Board chose not to reference WCCUSD's 2016 Facility Master Plan at all in Measure R's ballot summary statement.

Instead, Measure R's generalized wording is similar to that of both Measure D (2010) and Measure E (2012). For example, *"...To repair, upgrade neighborhood schools, shall West Contra Costa Unified School District modernize core classrooms; provide safe, secure school environments, including updated technology and air conditioning, that improve academic achievement and provide relevant career pathways for all students...."*

The FMP was referenced briefly in the full text of Measure R, however, most (90%) included broad scoped project descriptions which went beyond *"...a statement that provides the District with some flexibility in the event of an unforeseen or catastrophic event..."*⁴³

Measure R's similarity to both Measure D (2010) and Measure E (2012) with respect to wording is notable in light of the CBOC's Proposition 39 compliance opinion concerning Accountability Requirement B of CA Ed Code 15278, included in annual reports since 2016. Concerning Measures D and E, the CBOC has opined that compliance "Cannot be determined" because these measures were approved "...without a list of 'specific school facilities projects to be funded....'"⁴⁴ It's reasonable to assume that future CBOC compliance opinions concerning Measure R will be the same as for Measures D and E.

⁴¹ VLS PHASE II REPORT OF FORENSIC ACCOUNTING INVESTIGATION September 16, 2016 FINAL REPORT, pg 41.

⁴² See Appendix L.

⁴³ See the full text of Measure R in Appendix R.

⁴⁴ See Section 4 of this report, concerning Accountability Requirement B of CA Ed Code, for a detailed explanation of the CBOC's Measure D and E compliance opinion.



Richmond High School - Construction of a single story gymnasium

APPENDICES

1. Use of Bond Funds/Program Financial Status

APPENDIX A: WCCUSD Facilities Funding Sources

Source: WCCUSD/CBOC "Bond Program KPI (Key Performance Indicator) Summary", Report 1, Table 1 – Bonds Authorized, shown in Appendix C. "Tax Rates" are for County tax year 2017/2018, from Appendix B.

Bond Measure	Month, Year	Authorized Amt	Issued-to-Date	Remaining Amt	Tax Rate ^{Note 1}
1998 – E	June, 1998	\$ 40 million	\$ 40 million	--	\$5.30 / year
2000 – M	November, 2000	\$ 150 million	\$ 150 million	--	\$ 18.40 / year
2002 – D *	March, 2002	\$ 300 million	\$ 300 million	\$.002 million	\$ 60 / year
2005 – J *	November, 2005	\$ 400 million	\$ 323 million	\$ 77 million ^{Note 4}	\$ 60 / year
2010 – D *	June, 2010	\$ 380 million	\$ 315 million	\$ 65 million	\$ 48 / year
2012 - E *	November, 2012	\$ 360 million	\$ 295 million	\$ 65 million	\$ 48 / year
Current Local Bond Fund Totals		\$ 1,630 million	\$ 1,423 million	\$ 130 million**	\$ 239.70 / year
Pending: California State School Facility Fund		\$ 21 million (See Note 2 below)	--	\$ 21 million	Grants from State Bonds
Received: California State School Facility Fund		\$ 188 million received-to-date	\$ 188 million (See Note 3 below)	--	Grants from State Bonds
Total Local + State Bond Funding		\$ 1,839 million	\$ 1,611 million	\$ 151 million**	n.a.

* WCCUSD local school bond measures passed under California Proposition 39 requirements.

**Excludes \$77 million in outstanding 2005-J authorization; see Note 4.

Projected Issue Dates for "Remaining Amount" (shown above)

Source: WCCUSD "Bond Program Financial Status, Cash Projections to June-2021", Report 13, Note 2, shown in Appendix I.

Bond Measure	2020 Issue	Future Issue (See Note 4 below)	Total
2010 – D	\$ 65 million	--	\$ 65 million
2012 - E	\$ 65 million	--	\$ 65 million
Sub-Totals	\$ 130 million	--	\$ 130 million**
2005 – J	--	\$ 77 million	\$ 77 million
Totals	\$ 130 million	\$ 77 million	\$ 207 million

**Excludes \$77 million in outstanding 2005-J authorization; see Note 4.

Note 1 Tax Rate: The "Tax Rate" is the annual property tax amount paid by County taxpayers, per each \$100,000 of their property's assessed value, to pay off each WCCUSD bond. For any given property, the assessed value (which is set by the County Assessor) is not necessarily the same as the original purchase price or the current market value.

Note 2 State Grants Pending: Source: WCCUSD/CBOC "Bond Program Financial Status, Cash Projections to June-2021", Report #13, Note 4, shown in Appendix I. These pending grants are forecast to be received by the District within the FMP planning period.

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Note 3 State Grants Received: The District has successfully leveraged its bond funds with a significant amount of matching state grants.

Source: WCCUSD/CBOC “*Bond Program KPI (Key Performance Indicator) Summary*”, Report #1, shown in Appendix C. See especially note 13. “*Total Other Revenue by bond or funding source*”, particularly the line item titled “School Facility” = \$188,452,875.

For further details behind that data, please also see from the same resource: Table 2 – Funds from Other Sources, with particular reference to Note 6. “*School Facilities*”, Note 8. “*Interest Earnings*” and note 9. “*Net Transfers*”.

Note 4 2005 Measure J: “On issuing bonds, the District must certify that the tax rate for the bonds will not exceed \$60 per \$100 thousand of property value. In addition, the District has a publicly stated goal for the 2010 – D and 2012 – E bonds of maintaining the tax rate at \$48 per \$100 thousand”. [Source: WCCUSD/CBOC “*Bond Program KPI (Key Performance Indicator) Summary*”, Report #1, Table 1, Note 4].

As a result, the remaining \$77 million from the 2005 Measure J bond authorization cannot currently be issued: It is already maxed out at the tax rate cap of \$60 per \$100 thousand of assessed value to pay off the \$323 million in 2005 Measure J bonds which has been issued-to-date.

According to the most recent forecast of property tax rates required to service the \$323 million of Measure J bonds currently outstanding, the earliest that the tax rate will drop below \$60 per \$100 thousand of assessed value is Tax Year 2034/2035. Please refer to Appendix B - “*West Contra Costa County Property Tax Rates*”.

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APPENDIX B: West Contra Costa County Property Tax Rates

Property Tax Rates: The “Tax Rate” is the annual property tax amount paid by County taxpayers, per each \$100,000 of their property’s assessed value, to pay off each local bond measure. For any given property, the assessed value (which is set by the County Assessor) is not necessarily the same as the original purchase price or the current market value.

The historical property taxes paid-to-date by West County taxpayers to service WCCUSD bonds are as follows:

Election Measure	1998 E	2000 M	2002 D	2005 J	2010 D	2012 E	Total Annual Property Tax Rate, by Tax Year
Authorized	\$40	\$150	\$300	\$400	\$380	\$360	
Issued-to-Date	\$40 million	\$150 million	\$300 million	\$323 million	\$380 million	\$360 million	
Target Rates	\$26.40	\$55.60	\$60.00	\$60.00	\$48.00	\$48.00	
1998/99	\$6.10						\$6.10
1999/00	\$12.50						\$12.50
2000/01	\$20.40						\$20.40
2001/02	\$18.00	\$6.90					\$24.90
2002/03	\$16.10	\$25.00	\$11.50				\$52.60
2003/04	\$12.30	\$43.40	\$48.70				\$106.40
2004/05	\$16.10	\$46.90	\$52.30				\$115.30
2005/06	\$11.50	\$43.70	\$48.90				\$104.10
2006/07	\$10.50	\$38.60	\$48.70	\$16.50			\$114.30
2007/08	\$9.00	\$34.20	\$44.20	\$16.10			\$103.50
2008/09	\$9.30	\$36.50	\$48.40	\$28.80			\$123.00
2009/10	\$10.50	\$55.20	\$58.10	\$59.00			\$182.80
2010/11	\$11.30	\$55.60	\$60.00	\$60.00			\$186.90
2011/12	\$8.60	\$55.60	\$60.00	\$60.00	\$48.00		\$232.20
2012/13	\$8.70	\$55.60	\$60.00	\$60.00	\$31.40		\$215.70
2013/14	\$10.20	\$55.60	\$60.00	\$60.00	\$48.00	\$48.00	\$281.80
2014/15	\$8.70	\$55.60	\$60.00	\$60.00	\$48.00	\$48.00	\$280.30
2015/16	\$6.50	\$55.60	\$60.00	\$60.00	\$48.00	\$48.00	\$278.10
2016/17	\$5.80	\$38.60	\$60.00	\$60.00	\$48.00	\$48.00	\$260.40
2017/18	\$5.30	\$18.40	\$60.00	\$60.00	\$48.00	\$48.00	\$239.70
2018/19	\$4.70	\$18.30	\$60.00	\$60.00	\$48.00	\$48.00	\$239.00
2019/20	\$4.50	\$17.40	\$60.00	\$60.00	\$48.00	\$48.00	\$237.90
Cumulative- to-Date	\$226.60	\$758.70	\$960.80	\$720.40	\$415.40	\$336.00	\$3,417.90

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Projected Tax Rates⁴⁵ : To date, the authorized amounts for 1998 Measure E, 2000 Measure M and 2002 Measure D have been 100% issued and are reflected in these projected tax rates. Although not yet fully issued, the projected tax rates shown below for 2010 Measure D and 2012 Measure E are based on 100% issuance, as planned by the District (\$130 million in FY 2020). Projected tax rates for 2005 Measure J do not include the final \$77 million still available to issue, as no schedule has been set to issue it.

Note that these projections may well change from Annual Report to Annual Report due to refundings during the year (if any) and/or due to changes in projected assessed values (if any).

⁴⁵ Data from the County Tax Assessor, as provided by the District on November 2, 2020.

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Election Measure	1998 E	2000 M	2002 D	2005 J	2010 D	2012 E	Total Annual Property Tax Rate, by Tax Year
Authorized	\$40	\$150	\$300	\$400	\$380	\$360	
Issued-to-Date	\$40 million	\$150 million	\$300 million	\$323 million	\$380 million	\$360 million	
Target Rates	\$26.40	\$55.60	\$60.00	\$60.00	\$48.00	\$48.00	
2020/21	\$3.20	\$15.90	\$60.00	\$77.40	\$45.30	\$41.40	\$243.20
2021/22	\$8.03	\$16.00	\$63.40	\$77.04	\$43.83	\$41.33	\$249.63
2022/23	\$7.72	\$14.44	\$61.77	\$76.28	\$42.45	\$39.00	\$241.67
2023/24	\$3.68	\$14.05	\$61.93	\$74.27	\$41.07	\$37.77	\$232.78
2024/25	\$1.71	\$13.71	\$62.68	\$74.98	\$40.82	\$36.52	\$230.42
2025/26	Paid off	\$12.90	\$63.42	\$75.44	\$39.52	\$35.33	\$226.61
2026/27	in 2025	\$11.49	\$62.51	\$75.93	\$38.42	\$34.18	\$222.54
2027/28		\$11.06	\$63.07	\$76.38	\$39.79	\$33.07	\$223.38
2028/29		\$10.62	\$63.57	\$76.88	\$43.52	\$34.68	\$229.27
2029/30		\$10.20	\$64.10	\$77.33	\$41.63	\$38.12	\$231.37
2030/31		\$9.79	\$64.64	\$77.81	\$41.25	\$36.57	\$230.07
2031/32		\$9.40	\$64.38	\$78.39	\$40.00	\$38.94	\$231.11
2032/33		Paid off	\$62.89	\$77.87	\$38.83	\$37.50	\$217.09
2033/34		in 2032	\$63.70	\$78.13	\$37.64	\$36.30	\$215.76
2034/35			Paid off	\$43.99	\$36.51	\$35.08	\$115.58
2035/36			in 2034	\$47.16	\$35.42	\$33.92	\$116.50
2036/37				Paid off	\$34.39	\$32.82	\$67.21
2037/38				in 2036	\$33.36	\$31.76	\$65.12
2038/39					\$32.13	\$30.71	\$62.84
2039/40					\$31.16	\$29.69	\$60.85
2040/41					\$22.24	\$28.71	\$50.95
2041/42					\$21.87	\$27.78	\$49.65
2042/43					\$21.78	\$26.85	\$48.63
2043/44					\$21.02	\$25.98	\$47.00
2044/45					\$14.15	\$25.13	\$39.28
2045/46					\$13.93	\$16.58	\$30.50
2046/47					\$8.27	\$16.33	\$24.60
2047/48					\$8.19	\$10.97	\$19.17
2048/49					\$5.18	\$10.77	\$15.95
2049/50					\$5.11	\$7.49	\$12.59
2050/51					\$4.90	\$7.34	\$12.24
2051/52					\$4.72	\$7.05	\$11.77
2052/53					\$4.53	\$6.78	\$11.31
2053/54					\$3.03	\$6.52	\$9.55
2054/55							\$0.00

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- These projections assume 4% annual compounded growth in the total of assessed property valuations, across all properties included in the District's tax base.
- Measure 2005-J is forecast to have the tax rate for its future debt service fall below the \$60 per \$100,000 threshold beginning about Tax Year 2034/35 (see shaded entry in table above). According to the projection, this is the earliest that the District could legally contemplate issuing any of its remaining \$77 million authorization from the electorate's original passage of its \$400 authorization in 2005.
- The tax rates shown in *italics* above, forecast to exceed the statutory maximum allowable value of \$60 per \$100,000 of assessed property value, will be collected by the County Tax authorities at those higher tax rates. This is the property tax revenue necessary to service the annual debt payments for each of Measures 2002-D and 2005-J in those future tax years.

Bond Sales and Local Property Taxes

Previously authorized but unissued 2010 Measure D and 2012 Measure E WCCUSD local school bond capacity totals \$130 million. The District plans to issue these final "new money" bonds (cash received from selling new bonds under existing authorizations) in FY2020.⁴⁶

This will exhaust the District's current near-term borrowing authority from the voters:

Issued-to-Date	\$1,423 million
Deferred Issues	\$77 million ⁴⁷
To-be-Issued in FY 2020	\$130 million
Total Authorized since 1998	\$ 1,630 million

See Appendix A - "WCCUSD Facilities Funding Sources" for more details.

Property Tax Rates

The "Tax Rate" is the annual property tax amount paid by County taxpayers, per each \$100,000 of their property's assessed value, to pay off each WCCUSD bond measure. For any given property, the assessed value (which is set by the County Assessor) is not necessarily the same as the original purchase price or the current market value.

⁴⁶ WCCUSD "Bond Program Financial Status, Cash Projections to June-2021", Report 13 (effective Dec 31, 2018), Note 2, page 72, Appendix I.

⁴⁷ 2005 Measure J is "maxed out" for any more near-term bond issues because current debt service is costing taxpayers the full \$60 per \$100,000 rate until Tax Year 2034/35. This is the earliest date currently projected for freeing up taxing capacity to issue part or all of the remaining \$77 million Measure J authorization. See Appendix B, "West Contra Costa County Tax Rates". Measure J Authorization = \$400 million, Issued-to-Date = \$323 million, Remaining-to-Issue = \$77 million.

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For a complete table of historical actual and current year property tax rates for WCCUSD bonds, as well as projected rates, see to Appendix B - “West Contra Costa County Property Tax Rates”.

Frequently Asked Questions on Tax Rates

-- Current and Historical Property Tax Rates

1. What is the total tax rate for a property owner during the most recent West County Tax Year?

Tax Year	1998 E	2000 M	2002 D	2005 J	2010 D	2012 E	Total
2017/18	\$5.30	\$18.40	\$60.00	\$60.00	\$48.00	\$48.00	\$239.70

Last year’s tax rate was \$260.40, immediately below.

2. How has this changed since the CBOC’s Annual Report 2017?

Tax Year	1998 E	2000 M	2002 D	2005 J	2010 D	2012 E	Total
2016/17	\$5.80	\$38.60	\$60.00	\$60.00	\$48.00	\$48.00	\$260.40

Rates have dropped from the previous 2016/17 tax year to the current 2017/18 tax year due mainly to retirement of principal for the early bond Measures 1998 E and 2000 M. These two bond measures are nearing their projected “pay off” dates of 2025 and 2032, respectively.

-- Projected Property Tax Rates

To date, the authorized amounts for 1998 Measure E, 2000 Measure M and 2002 Measure D have been 100% issued and are reflected in these projected tax rates. Although not yet fully issued, the projected tax rates for 2010 Measure D and 2012 Measure E are based on 100% issuance, as planned by the District (the remaining \$130 million in FY 2020). Projected tax rates for 2005 Measure J do not include the final \$77 million still available to issue, as no schedule has been set to issue it.

3. How are total tax rates projected to change over the next five years?

Tax Year	1998 E	2000 M	2002 D	2005 J	2010 D	2012 E	Total
2018/19	\$9.24	\$18.48	\$60.00	\$60.00	\$48.00	\$48.00	\$243.72
2019/20	\$8.85	\$18.25	\$60.00	\$60.00	\$48.00	\$48.00	\$230.30
2020/21	\$8.50	\$17.41	\$60.00	\$60.00	\$31.58	\$42.43	\$219.72
2021/22	\$8.19	\$16.68	\$61.29	\$73.73	\$46.85	\$40.42	\$247.16
2022/23	\$7.86	\$15.97	\$64.05	\$74.64	\$44.51	\$42.94	\$249.97

The tax rates shaded above, forecast to exceed the statutory maximum allowable value of \$60 per \$100,000 of assessed property value, will be collected by the County Tax authorities at those higher tax rates. Without further tax management by the District, this is the property tax revenue necessary to service the annual debt payments for each of Measures 2002-D and 2005-J in those future tax years.

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4. When are each of these WCCUSD bonds projected to be fully paid off?

\$ millions	1998 E	2000 M	2002 E	2005 J	2010 D	2012 E
Authorized	\$40	\$150	\$300	\$400	\$380	\$360
Years to Maturity	6-years (2025)	13-years (2032)	15-years (2034)	17-years (2036)	36-years (2055)*	35-years (2054)*

*The projected Year to Maturity for Measure 2010-D and Measure 2012-E was reduced from 2060 in last year's Annual Report following recent WCCUSD school bond refundings and adjustments to West County-wide assessed values by the County Assessor.

-- Further Information on School Bonds

5. Where can I find additional information on school bonds?

Additional guidance about the issuance of school bonds can be found in the Little Hoover Commission February 2017 report⁴⁸. The Little Hoover Commission is a bipartisan California state oversight agency created in 1962 to promote economy and efficiency in the transaction of public business.

⁴⁸ Little Hoover Commission Report #236, February 2018, "*Borrowed Money: Opportunities for Stronger Bond Oversight*", pages 14 – 15.

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APPENDIX C: Bond Program Key Performance Indicators Summary (Report #1)

BOND PROGRAM KPI SUMMARY Bond Information (Key Performance Indicators) for WCCUSD Bond Program for December 31, 2019

Report # 1

Table 1 – Bonds Authorized

Bond Measures	Voter Approved		Bonds Issued					Bond Payments		
	Month Year	Amount (\$)	Latest Issue	Total Issued	Tax Rate per \$100k ⁴	Not Yet Issued	Scheduled Issues ⁵	Principal Paid	Finish Date	Interest Paid
¹ Msr 1998-E	Jun 1998	40,000,000	Jan 2001	40,000,000	\$4.50	0	0	27,750,000	Aug 2025	30,484,937
² Msr 2000-M	Nov 2000	150,000,000	Apr 2003	150,000,000	\$17.40	0	0	89,805,000	Aug 2032	88,898,593
³ Msr 2002-D	Mar 2002	300,000,000	Oct 2005	299,997,483	\$80.00	2,517	0	96,322,052	Aug 2034	131,312,648
³ Msr 2005-J	Nov 2005	400,000,000	Jun 2010	322,409,709	\$80.00	77,590,292	0	25,182,920	Aug 2036	147,511,184
³ Msr 2010-D	Jun 2010	380,000,000	May 2018	315,000,000	\$48.00	65,000,000	65,000,000	39,580,000	Aug 2054	52,165,623
³ Msr 2012-E	Nov 2012	360,000,000	May 2018	295,000,000	\$48.00	65,000,000	65,000,000	36,500,000	Aug 2054	39,787,443
Grand Totals		1,630,000,000		1,422,407,191	\$237.90	207,592,809	130,000,000	315,139,972		490,160,426

¹ "Principal Paid" is total principal paid and includes principal paid on related refunding bonds subsequent to defeasance of any original bonds defeased.

² "Interest Paid" is total gross interest paid less, if applicable, bid premium and accrued interest deposited to Debt Service Fund, refunding escrow funding and federal subsidy payments; in other words, actual payments by County from tax revenue.

Table 2 – Funds From Other Sources

Source	Prior	FY 2020	Total
⁶ School Facilities	159,968,205		159,968,205
⁷ Developer Fees	24,900,038		24,900,038
⁸ Interest Earnings	44,679,573	515,739	45,195,311
⁹ Net Transfers	(3,820,753)		(3,820,753)
¹⁰ Other Revenue	12,934,496		12,934,496
¹¹ Fund Adjustments	948,397		948,397
Total Other Revenue	239,509,955	515,739	240,025,694

Table 3 – Program Summary

Revenues	Actuals to Date
¹² Bonds Issued	1,422,407,191
¹¹ less: Msr 1998E	(40,000,000)
¹³ Other Revenue	240,025,694
Program Revenue	1,622,432,885
¹⁴ School KPI Actuals	(1,556,723,675)
Accounts Receivable	-
Accounts Payable	-
¹⁵ Net Retentions	299,504
Cash on Hand¹⁶	66,008,714

Table 4 – Average Monthly Spending

3 Months	6 Months	12 Months
5,103,308	3,138,075	4,267,228

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Report # 1

BOND PROGRAM KPI SUMMARY

Bond Information (Key Performance Indicators) for WCCUSD Bond Program
for December 31, 2019

Notes:

- Measure 1998-E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports. The following schedule shows Measure 1998-E expenditures by site with state funded DeJean expenditures shown in a separate column.

School	1998E	State	Total
DeJean MS	23,994,285	12,841,930	36,836,215
Pinole Valley HS	190,571		190,571
Central	16,276,518		16,276,518
Grand Total	40,461,374	12,841,930	53,303,304

- Measure 2000-M is not a Proposition 39 bond, but is included in Bond Program reporting because the original bond language required a "Citizens' Oversight Committee".
- Measures 2002-D, 2005-J, 2010-D, and 2012-E are all authorized under Proposition 39, requiring public oversight through the Citizen's Bond Oversight Committee.
- On issuing bonds the District must certify that the tax rate for the bonds will not exceed \$60 per \$100 thousand of property value. In addition, the District has a publicly stated goal for the 2010-D and 2012-E bonds of maintaining the tax rate at \$48 per \$100 thousand.

As a result, the remaining \$77 million from the 2005 Measure J bond authorization cannot currently be issued. The property tax rate for it is already maxed out at \$60 per \$100 thousand of assessed value to pay off the \$322 million in 2005 Measure J bonds which has been issued-to-date. Current estimate is that these bonds cannot be sold until on or about 2034 because of tax rate limitations.

- The expected issuance schedule below is from the KNN Public Finance presentation to the Facilities Subcommittee on March 15, 2018

Year	2010-D	2012-E	Total
2020-21	65,000,000	65,000,000	130,000,000
Grand Total	65,000,000	65,000,000	130,000,000

- School Facility revenues by school are:

School	Amount	School	Amount
Bayview	2,535,074	Oklone	2,403,971
Coronado	1,348,331	Peres	2,589,852
Dover	7,286,188	Riverside	1,191,472
Downer	4,834,933	Sheldon	331,311
Ellerhorst	1,352,870	Stewart	1,147,062
El Sobrante	369,339	Tara Hills	1,501,831
Fairmont	571,594	Valley View	290,214
Ford	7,245,372	Verde	1,180,094
Grant	369,288	Washington	2,162,982
Lupine Hills	1,147,097	Wilson	323,957
Harding	1,948,349	Helms Middle	9,122,062
Kensington	1,274,843	Pinole Jr High	5,190,574
King	4,637,680	Korematsu MS	20,383,150
Lake	309,937	De Anza High	14,588,681
Lincoln	984,983	El Cerrito High	14,247,249
Madera	1,216,917	Kennedy High	7,779,203
Mira Vista	1,528,265	Richmond High	11,599,844
Montalvin	313,287	Greenwood/LPS	18,706,460
Murphy	1,595,572	Pinole Valley HS	2,740,128
Nystrom	1,638,359		
Grand Total		159,968,205	

- In June 2007 \$24,900,038 of expenditures were transferred to the Capital Facilities Fund (Developer Fees). The District has reported this in project reporting as an increase to Program revenues. These transfers were limited to schools with assessed needs based on population growth.

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BOND PROGRAM KPI SUMMARY

Report # 1

Bond Information (Key Performance Indicators) for WCCUSD Bond Program
for December 31, 2019

Notes:

8. Interest earnings by Bond Measure or other funding source:

Source	Prior	FY 2020	Total
2000 Measure M	4,987,794		4,987,794
2002 Measure D	14,785,928		14,785,928
2005 Measure J	1,373,462		1,373,462
2010 Measure D	3,104,721	343,317	3,448,038
2012 Measure E	1,285,471	141,598	1,427,069
Building Fund - Other	17,278,843	30,823	17,309,665
School Facility Fund	1,883,353	1	1,883,355
Grand Total	44,879,573	515,739	45,195,311

Unallocated interest derived from bond proceeds was posted to the undistributed resource (9790), and is shown in Building Fund - Other prior to 06/30/15

9. Net Transfers by Bond Measure or Funding source are shown below. Approximately 90% of all transferred amounts were from the Building Fund to the School Facility Fund to match State revenues.

Source	Amount
2000 Measure M	(11,839,439)
2002 Measure D	(11,099,851)
2005 Measure J	(12,625,650)
Building Fund - Other	1,934,111
School Facility Fund	29,810,076
Grand Total	(3,920,753)

Net transfers were to, or from, the following offsetting non-program resources or funds:

Transferred From (To)	Amount
1998 Measure E	6,077,014
General Fund (Resc 8150 - RRM)	(2,700,000)
Deferred Maintenance Fund	(5,158,224)
Building Fund (other revenues)	990,573
Capital Outlay Fund	750,138
Bond Interest & Redemption Fund	(3,042,495)
Debt Service Fund	(837,758)
Grand Total	(3,920,753)

10. Other Revenue by source:

Revenue Source	Amount
Vendors	
Alterra	108,000
Misc Vendors	678,172
Pacific Gas & Electric	136,099
SBC (E-Rate)	2,597,426
WLC Architects	100,000
Other	
2000M Bond Refinance	550,000
2005J Bond Premium	5,357,323
Bond Sales journaled at net	(984,575)
Cost of Issuance rebates	120,417
EI Portal Land Sale	836,291
FEMA - Riverside ES	906,437
Other	909
Pinole MS joint use	2,000,000
Retention corrections	138,295
Rosie the Riveter	169,440
San Pablo Economic Develop Corp	200,262
Grand Total	12,934,496

SBC (now AT&T) payments were primarily for "E-Rate" school subsidies. The remaining vendor payments are for cost reimbursements, contract or dispute settlements, or fee rebates.

In order to show Bond Sales correctly at the stated face value, a negative \$984,576 line item is included. The amount is from the District booking bond sales at net of costs of issuance for fiscal years 2013-14 and 2014-15.

The EI Portal Land Sale was originally posted to the Building Fund, but was later transferred. It is listed in the prior note as the transfer to the Debt Service Fund.

The Pinole MS joint use revenue was from an expired agreement with the City of Pinole for the school gym and sports fields.

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BOND PROGRAM KPI SUMMARY

Report # 1

Bond Information (Key Performance Indicators) for WCCUSD Bond Program
for December 31, 2019

Notes:

11. Fund Adjustments by Bond Measure and other funding source:

Adjustment	Amount
2000 Measure M	907,243.03
2002 Measure D	(99,877.00)
2005 Measure J	(58,278.17)
Building Fund - Other	199,308.76
Grand Total	948,396.62

Fund Adjustments by category:

Adjustment	Amount
Beginning Balances	218,257.13
Close Non-Bond Resources	(58,277.86)
FEMA Adjustment	805,260.00
FY 2006 Beginning Balance	-
Prior Year Correction	(16,842.65)
Grand Total	948,396.62

12. Bonds issued by fiscal year:

in thousands							
Fiscal Year	1998E	2000M	2002D	2005J	2010D	2012E	Grand Total
1999	20,000						20,000
2000	10,000						10,000
2001	10,000	15,000					25,000
2002		40,000	30,000				70,000
2003		95,000					95,000
2004			100,000				100,000
2005			69,999				69,999
2006			99,999	70,000			169,998
2009				120,000			120,000
2010				132,410			132,410
2012					100,000		100,000
2014					40,000	85,000	125,000
2015					50,000	85,000	135,000
2016					60,000	65,000	125,000
2018					65,000	60,000	125,000
Total	40,000	150,000	299,997	322,410	315,000	295,000	1,422,407

13. Total Other Revenue by bond or funding source:

Source	Prior	FY 2020	Total
2000 Measure M	(3,938,956)		(3,938,956)
2002 Measure D	5,957,893		5,957,893
2005 Measure J	(5,732,025)		(5,732,025)
2010 Measure D	7,672,760	343,317	8,016,077
2012 Measure E	899,521	141,598	1,041,118
Building Fund - Other	18,543,941	30,823	18,574,764
Capital Facilities	27,640,166	1	27,640,167
School Facility	188,466,655		188,466,655
Grand Total	239,509,955	515,739	240,025,694

14. Expenditures by bond or funding source are as follows:

Source	Prior	FY 2020	Total
2000 Measure M	146,061,044	-	146,061,044
2002 Measure D	304,455,376	-	304,455,376
2005 Measure J	318,177,684	-	318,177,684
2010 Measure D	268,079,512	18,669,097	286,748,609
2012 Measure E	270,534,589	153,650	270,688,240
Building Fund - Other	32,809,991	-	32,809,991
Capital Facilities	24,900,038	-	24,900,038
School Facility	172,882,693	-	172,882,693
Grand Total	1,537,900,927	18,822,748	1,556,723,675

15. The District retains up to 5 percent of payments on construction contracts, and frequently makes payments to vendor trust accounts for the retained amounts. The trust accounts are reported as cash on the District's financial records. Net retainage liability, less cash in trust accounts, is as follows:

Account	Prior	FY 2020	Total
Retentions	7,997,122	566,423	8,563,545
Trust Accounts	(7,737,802)	(526,240)	(8,264,041)
Net Retentions	259,321	40,183	299,504

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BOND PROGRAM KPI SUMMARY

Report # 1

Bond Information (Key Performance Indicators) for WCCUSD Bond Program
for December 31, 2019

Notes:

16. Ending Cash on Hand by funding source is as follows:

Source	Beg Bal	FY 2020	Total
2010 Measure D	61,142,838	(20,711,152)	40,431,686
2012 Measure E	22,956,317	(1,421,875)	21,534,443
Building Fund - Other	4,001,802	40,983	4,042,785
School Facilities	-	1	1
Grand Total	88,100,758	(22,092,043)	66,008,714

Ending Cash on Hand by cash type:

Source	Beg Bal	FY 2020	Total
Cash	67,401,399	(22,352,831)	45,048,568
LAIF (Cash Equivalent)	20,699,358	260,587	20,959,946
Grand Total	88,100,758	(22,092,043)	66,008,714

2. Audits & Compliance

APPENDIX D: Fiscal Year 2019 Performance Audit

Audit Scope and Summary of Improvement Recommendations

The FY2019 performance audit of the District’s bond program conducted by Moss Adams LLP was the third of three consecutive ones whose objectives include both compliance and effectiveness and results in accordance with government auditing standards^{49 50}. The Table below shows the recommendations associated with the audit objectives in FY 2019⁵¹. Two of the effectiveness and results audit objectives (No. 17 & 18) had “No Exception Taken”, meaning that there were no improvement recommendations made by the auditor.

Performance Audit Objective	Audit Scope <small>Note 1</small> Improvement Recommendations <small>Note 2</small>
Prop. 39 Compliance Audit CAPA 1	<u>Conduct a basic Prop 39 Compliance Performance Audit</u> (1) “The District should continue efforts to implement the processes and controls needed to provide supporting documentation that validates the applicability and accuracy of labor charged to the Bond Program.” *52
Effectiveness and Results Audit No. 1	<u>District and Professional Services Staffing Plan for the Bond Program</u> (2) “As a best practice, appropriate WCCUSD management should approve an annual staff plan, including key metrics such as positions staffed, number of personnel, number of planned projects, and dollar value of planned projects to help determine organizational structure alignment with the Bond Program needs.”

⁴⁹ Government Auditing Standards, Comptroller General of the United States, United States Government Accountability Office, 2011 Revision. Note 2018 Revision is effective for performance audits beginning on or after July 1, 2019.

⁵⁰ See Appendix E, 2003-2018 WCCUSD Bond Program Audit History for a listing of previous WCCUSD performance audits.

⁵¹ WCCUSD Prop 39 Bond Performance Audit Report for FY 2019, Section III. Audit Results pgs. 9-31.

⁵² *Indicates that this recommendation was made by Moss Adams LLP in their FY2017 Audit Report, not implemented in FY 2018 Audit Report and began to be addressed by FY 2019 Audit Report.

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<p align="center">Performance Audit Objective</p>	<p align="center">Audit Scope <small>Note 1</small> Improvement Recommendations <small>Note 2</small></p>
<p align="center">No. 2</p>	<p><u>Design and Construction Schedules Cash Flow Analysis</u> (3) The District should continue producing cash flow reports with key information to support projected cash flow amounts. “However the District should implement controls to consistently and accurately report total expected revenues and expenses. Additionally formal written policies and procedures... should be created and added to a Bond Program manual. (see <u>Recommendation No. 22a</u>)</p>
<p align="center">No.3a</p>	<p><u>Design and Construction Budget Management</u> (4) “The District should continue efforts to develop and implement policies and procedures for budget establishment and management activities for the Bond Program.”</p>
<p align="center">No. 3b</p>	<p><u>Design and Construction Budget Management</u> (5) The District should continue producing project level expenditure reporting... However, the District should implement controls to consistently and accurately report total Bond expenditures. Additionally, formal written policies and procedures should be created and added to a comprehensive Bond Program manual.(see <u>Recommendation No. 22a</u>)”</p>
<p align="center">No.4a</p>	<p><u>Bidding and Procurement Procedures</u> (6) “The District should continue efforts to develop and implement formal written policies and procedures including defined approval authority for bid and procurement to ensure appropriate review and approval controls are in place for procurement procedures. (see <u>Recommendation No. 22a</u>)”</p>
<p align="center">No. 4b</p>	<p><u>Bidding and Procurement Procedures</u> (7) “The District should continue to work with legal to ensure evaluation and scoring of total price on design-build projects is consistent with the Education Code. Additionally, the District should retain complete procurement and evaluation documentation to ensure vendor selection is consistent with RFP and Education Code requirements, ...maintain a consolidated bid and procurement checklist and activity report ...to identify, prevent, or detect non-compliance with District policies and procedures, State laws and regulations.”</p>

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<p align="center">Performance Audit Objective</p>	<p align="center">Audit Scope <small>Note 1</small> Improvement Recommendations <small>Note 2</small></p>
<p align="center">No. 4c</p>	<p><u>Bidding and Procurement Procedures</u> (8) “The District should comply with District procedures to ensure competitive pricing for the Bond program. Supporting documentation for a proper procurement should be readily available...A checklist or equivalent mechanism should be maintained with appropriate sign-offs on procurement requirements...”</p>
<p align="center">No. 5</p>	<p><u>Procurement Fraud Prevention and Detection Controls</u> (9) “Consistent with the GFOA, WCCUSD should implement policies and procedures to assist in identifying, preventing, and detecting procurement fraud. The policies should include reporting protocols, training requirements, and escalation procedures specific to procurement fraud.”</p>
<p align="center">No. 6a</p>	<p><u>Bond program master Planning and Reporting</u> (10) “As a best practice, WCCUSD should continue its efforts to ensure defined and documented processes are in place for master planning.” Policies should be in place to continually review, evaluate and update the Long-Range Facilities Plan..</p>
<p align="center">No. 6b</p>	<p><u>Bond Program Master Planning and Reporting</u> (11) “Budget-to-actual comparisons of revenues, expenditures, cash flow, and fund balances should be periodically reported. Master Plan budgets and current forecasts at program and project level should be available...Change order reporting should include change responsibilities... (see <u>Observation 13 b)</u>”</p>
<p align="center">No. 7</p>	<p><u>Cost Schedule Budgetary Management, and Reporting Controls Implementation</u> “See Objectives 2, 3, 6, and 10”</p>
<p align="center">No. 8</p>	<p><u>Claim Avoidance and Control Proceures</u> (12) “The District should continue efforts to formalize policies and procedures identifying roles and responsibilities to be taken to prevent or limit claim exposure. These should be added to a comprehensive Bond program policy and Procedure Manual. (see <u>Recommendation 22a.</u>) “</p>

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<p align="center">Performance Audit Objective</p>	<p align="center">Audit Scope <small>Note 1</small> Improvement Recommendations <small>Note 2</small></p>
<p align="center">No. 9</p>	<p><u>Materials Specifications</u> (13) “The District should continue its efforts to formalize policies and procedures regarding how to update the Material specifications log. WCCUSD should define how to make updates to the standards specifications document and update Bond Program policies and procedures (see <u>Recommendation 22a.</u>)”</p>
<p align="center">No. 10</p>	<p><u>Cost Benefit and Value Engineering Analyses</u> (14) “As a best practice, the District should ensure formal, defined, and documented policies and procedures as well as roles of responsibilities are in place for cost benefit analysis and value engineering for its projects.”</p>
<p align="center">No. 11</p>	<p><u>Maintenance of District Assets Funded by Local Bond and Warranty Conditions Compliance</u> (15) “As a best practice, the District should ensure compliance with all warranty conditions to sustain a level of protection against breach of warranty and proper maintenance of District facilities in accordance with warranty conditions and District requirements.”</p>
<p align="center">No. 12</p>	<p><u>Implementation of schedule Quality, Scope, and Performance Management Controls</u> “See individual recommendations for objectives number 2, 6, 10, 15, and 22.”</p>
<p align="center">No. 13a</p>	<p><u>Change Order Management and Controls Application</u> (16) “The District should continue efforts to formalize change order policies and procedures,..., including defined approval authority for change orders. These should be added to a comprehensive Bond program Policy and Procedure manual to ensure appropriate review and approval controls are in place before vendor payment release. (see <u>Recommendation No. 22a</u>)”</p>
<p align="center">No. 13b</p>	<p><u>Change Order Management and Controls Application</u> (17) “As a best practice, District change order reporting should include accurate information...”</p>
<p align="center">No. 13c</p>	<p><u>Change Order Management and Controls Application</u> (18) “As a best practice, competitive bidding and procurement practices should include a full evaluation of bidders and the total scope of work on a comparative basis to ensure competitive pricing for Bond Program Objectives.”</p>

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<p align="center">Performance Audit Objective</p>	<p align="center">Audit Scope <small>Note 1</small> Improvement Recommendations <small>Note 2</small></p>
<p align="center">No. 14</p>	<p><u>Contractor Billing Compliance Controls</u> (19) "Formal written policies and procedures, including defined approval authority for vendor payment processing should be created and added to a comprehensive Bond Program Policy and Procedure Manual to ensure appropriate review and approval controls are in place before vendor payment release. (see <u>Recommendation 22 a</u>)"</p>
<p align="center">No. 15</p>	<p><u>Project Close-out Controls</u> (20) "The district should compile a consolidated project close-out list to ensure and report on turnover of documentation by contractors and compile all critical tasks prior to release of final payment. (see <u>Recommendation 22 a</u>)"</p>
<p align="center">No. 16</p>	<p><u>Post-Financing Review</u> (21) "As a best practice, the District should have established pricing goals and requirements included within their policies and procedures." (see <u>Recommendation 22a</u>)"</p>
<p align="center">No. 17</p>	<p><u>Refunding of Outstanding Bonds (NO EXCEPTION)</u> "No exception taken."</p>
<p align="center">No. 18</p>	<p><u>Arbitrage and Investments (NO EXCEPTION)</u> "No exception taken."</p>
<p align="center">No. 19</p>	<p><u>Timeliness of Payment</u> (22)"The District's Facility Planning and Construction department should continue to ensure that each invoice is processed by payment in a timely manner. Where payment has been delayed due to contractor inaccuracies within invoice payment applications etc. the District should provide rejection letters to contractors detailing why payment is being delayed."</p>
<p align="center">No. 20</p>	<p><u>Local Participation Requirements</u> (23)"The District should define its position and role in achieving local participation goals and Board policies should be updated accordingly. (see <u>Recommendation No. 22a</u>)"</p>

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Performance Audit Objective	Audit Scope <small>Note 1</small> Improvement Recommendations <small>Note 2</small>
No. 21	<u>CBOC Compliance</u> (24) “The District should formalize the amendments to Board Policy 7214.2 to establish roles and operations of the CBOC.”
No. 22a	<u>Transparency of Bond Program</u> (25) “As a best practice, the District should continue to consolidate all Bond Program policies, procedures and resolutions into one document to ensure effective controls and communication of the policies and procedures and obtain Board approval.” “The GFOA recommends that the documentation of accounting policies and procedures should be evaluated annually and updated no less than once every three years.”
No. 22b	<u>Transparency of Bond Program</u> (26) Concerning the CBOC website, “the District should continue efforts to follow best practices, as specified by SDTEF, to support demonstration of accountability and transparency to all stakeholders.”
No. 22c	<u>Transparency of Bond Program</u> (27) Concerning information on the status of construction projects, “as a best practice, the District should develop a communications strategy for projects for key and public stakeholders. WCCUSD should review current methods of communication and verify that communications are organized, consistent, timely, and reach the appropriate audience.”

Note 1: Audit Scope

The Audit Scope descriptions shown above for each Performance Audit Objective are verbatim from the “*Bond Program Performance Audit*” for FY 2019.

Note 2: Improvement Recommendations

The Improvement Recommendations shown above for each Performance Audit Objective are verbatim from the “*Bond Program Performance Audit*” for FY 2019. For brevity, only the opening sentence is shown in the Table; see the full audit report for the entirety of each Improvement Recommendation.

APPENDIX E: WCCUSD Bond Program Performance Audits History

On November 7, 2000, California voters approved Proposition 39 (School Bonds 55%) that amended the California Constitution to lower the approval threshold for school district general obligation bonds from two-thirds (2/3) voter approval to 55% voter approval. Proposition 39 required school districts that had bonds approved by this new 55% provision to, “,,, conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.”⁵³

Proposition 39 Performance Audits California Legislative History

June 27, 2000: Governor approved an amendment to Education Code Section 15278 that provides, among other things, for the establishment of CBOCs and that CBOC may engage in “receiving and reviewing” the annual independent performance audit. This legislation was approved prior to the passage of Proposition 39 “in an effort to increase voter acceptance for Proposition 39”.⁵⁴

September 23, 2010: For the first time Government Auditing Standards were required for the conduct of performance audits.⁵⁵

September 6, 2011: Performance audits for the preceding fiscal year shall be submitted to the CBOC by March 31 of each year.⁵⁶

August 12, 2013: Performance audits must be submitted to CBOC at the same time they are submitted to the school district. District must respond to the CBOC, within three months of receiving the audit concerning the auditor’s recommendations.⁵⁷ Effective January 1, 2014.

August 27, 2013: Requires State Controller to provide performance audit “Standards and Procedures” for annual audit guide starting for the Fiscal Year 2016.⁵⁸ *This is the first time that the State of California defined the scope of a Proposition 39 school bond performance audits.* See California Appendix A below for a description of these requirements.

⁵³ California Constitution, Article XIII (b) (3) (C).

⁵⁴ *Citizens Oversight Committees Requirements and Guidelines*, Bowie, Arneson, Wiles & Giannone, September 24, 2001.

⁵⁵ Senate Bill No. 1473, Chapter 294, September 23, 2010.

⁵⁶ Senate Bill 423, Chapter 237, September 6, 2011.

⁵⁷ Senate Bill 581, Chapter 91, August 12, 2013.

⁵⁸ Senate Bill 584, Chapter 167, August 27, 2013.

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WCCUSD Performance Audit History FY2003 to FY2019

WCCUSD bond program performance audits can be summarized depending on who determined the audit objectives--the District, the State of California or the auditor⁵⁹. **To ensure transparency and adequate oversight, both the Little Hoover Commission and the CBOC recommend performance audit objectives be set by the auditors or the State of California, not by the District.** *To date, with the exception of compliance audits required by the State since FY2016, the scope and objectives of all WCCUSD performance audits have been set by the District.*

Summary of WCCUSD Performance Audits From FY2003 - FY2019

Type	Description	Attestation Type	Audit Objectives Determined by	Note
CA	Compliance	Agreed upon procedures	District	From FY 2003 to FY 2015 <i>the District determined the audit objective for all compliance performance audits.</i>
CE	Compliance	Examination	California Appendix A	Beginning in FY 2016 the California audit guide Appendix A prescribed objectives for bond program compliance performance audits.
PA	Program effectiveness and results	Agreed upon procedures	District	<i>The District determined audit objectives for all seventeen (17) bond program effectiveness and results performance audits.</i>
PE	Program effectiveness and results	Examination	Auditor	To ensure transparency and effective oversight, both the Little Hoover Commission and the CBOC recommend effectiveness and results performance audits <i>where the auditor determines the audit objectives, not the District.</i>

⁵⁹ The CBOC reported the history of WCCUSD's performance audits for the first time in the CBOC 2017 Annual Report as Appendix R, and in the CBOC 2018 Annual Report as Appendix E. In both cases, WCCUSD performance audits through FY2018 were reported without reference to who determined the audit objectives, the District, State of California, or the auditor. Performance audits were classified as follows:

- Performance Audit
- Agreed-Upon Procedures Report
- Performance Audit, Compliance Only

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WCCUSD Performance Audit Information FY 2003 to FY2019

Fiscal Yr	Auditor	Type	Cost	Pgs	FI	Rec
FY2003	Total School Solutions	CA & PA	\$187,800	117	43	61
FY2004	Total School Solutions	CA & PA	\$277,800 *	105	33	63
FY2005	Total School Solutions	CA & PA	\$277,800 *	149	22	28
FY2006	Total School Solutions	CA & PA	\$283,434 *	212	12	22
FY2007	Total School Solutions	CA & PA	\$321,937 *	160	9	28
FY2008	Total School Solutions	CA & PA	\$306,852 *	152	2	12
FY2009	Total School Solutions	CA & PA	\$325,539 *	195	3	26
FY2010	Total School Solutions	CA & PA	\$342,364 *	169	3	6
FY2011	Total School Solutions	CA & PA	\$ 87,000	204	4	21
FY2012	Total School Solutions	CA & PA	\$101,850	200	5	20
FY2013	Total School Solutions	CA & PA	\$106,943	186	4	22
FY2014	Vavrinek, Trine, Day & Company	CA	\$142,000	7	0	0
FY2014	Vavrinek, Trine, Day & Company	PA	Included above	122	0	15
FY2015	Vavrinek, Trine, Day & Company	CA	\$146,000	7	0	0
FY2015	Vavrinek, Trine, Day & Company	PA	Included above	39	0	18
FY2016	Vavrinek, Trine, Day & Company	CE	\$ 36,000	8	0	0
FY2017	Moss Adams, LLP	CE & PA	\$ 77,000	39	2	19
FY2018	Moss Adams, LLP	CE & PA	\$ 75,000	54	2	26
FY2019	Moss Adams, LLP	CE & PA	\$ 75,000	55	2	28

*Total School Solutions for the FY2004 to FY2010 also performed semi-annual reviews. Therefore, during these seven (7) fiscal years the District received performance audit reports every six (6) months. The FY2009 and FY2010 semi-annual reports are not displayed on the CBOC website.

The scope for the FY2020 has not yet been determined as of this writing on August 19, 2020. CBOC on January 13, 2020 recommended California Proposition 39 compliance audit objectives (required by California Appendix A) and Government Auditing Standards program effectiveness and results performance audit objectives determined by the auditor. District staff have recommended only the required compliance audit scope.

Performance Audit Classifications

For classifying the performance audits by type note the following:

- Type Attestation Audits.
- Types Performance Audits.
- California Appendix A.

These reclassifications are consistent with definitions in the Government Auditing Standards, Revision 2018.

Type Attestation Audits

Government Auditing Standards, often referred to as generally accepted government auditing standards (GAGAS) (2018 revision)⁶⁰ (frequently referred to as the Yellow Book because of its yellow cover) provides for three types of attestation engagements⁶¹ between an independent auditor and their client:

- Examination, an auditor obtains reasonable assurance on which to base the auditor's opinion.
- Review, an auditor obtains limited assurance and does not include reporting on internal controls or compliance with provisions of laws, regulations, contracts, and grant agreements.
- Agreed-upon procedures, "An auditor performs specific procedures on subject matter or an assertion and reports the findings without providing an opinion or a conclusion on it. The specified parties to the engagement agree upon and are responsible for the sufficiency of the procedures for their purposes. The specified parties are the intended users to whom use of the report is limited."⁶²

⁶⁰ During the fiscal years of the WCCUSD Proposition 39 bond program there have been six (6) revisions of GASAS: 1994, 2002, January 2007, July 2007, 2011 and 2018. For preparing the table we have used the 2018 revision.

⁶¹ "An examination, review, or agreed-upon procedures engagement conducted under the GAGAS attestation standards related to subject matter or an assertion that is the responsibility of another party." (Government Auditing Standards, 2018 revision, page 211). "Attestation" is defined as "an act or instance of attesting something: such as (a) a proving of the existence of something through evidence (b) an official verification or something as true or authentic (The Merriam-Webster.com Dictionary)

⁶² Government Auditing Standards, 2018 Revision, Section 1.18 c, pages 9-10.

Types Performance Audits

Government Auditing Standards provides for four (4) types of performance audits, two of which pertain to WCCUSD:

- Program effectiveness and results audit objectives. “These are frequently interrelated with economy and efficiency objectives. Audit objectives that focus on program effectiveness and results typically measure the extent to which a program is achieving its goals and objectives. Audit objectives that focus on economy and efficiency address the costs and resources used to achieve program results.”⁶³

California Little Hoover Commission, in their February 2017 report, recommended, “Amend statutory code on performance audits to include the effectiveness and results of the bond program.”⁶⁴

WCCUSD CBOC has also recommended that performance audits be effectiveness and results audits.⁶⁵

- Compliance audit objectives. “These relate to an assessment of compliance with criteria established by provisions of laws, regulations, contracts, and grant agreements, or other requirement”⁶⁶

California Appendix A

Starting with FY2016 the California Education Audit Appeals Panel *Guide for Annual Audits of K-12 Education Agencies and State Compliance Reporting* included Appendix A, *Local School Construction Bond Audits, Performance Audit Procedures*. Prior to FY2016 the Government Auditing Standards, discussed above, were the standards for California Proposition 39 school bond performance audits.

Appendix A has had the same language for each FY2016 to FY2020 and includes:

- “...ensure that funds were properly expended on specific projects listed in the text of the applicable ballot measure.”
- “Verify that funds were generally expended for the construction, renovation, furnishing, and equipping of school facilities constituting authorized bond projects.”
- “Verify that the funds used to pay the salaries of district employees were allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.”

⁶³ Ibid. Section 1.22 a, page 11.

⁶⁴ Borrowed Money: Opportunities for Stronger Bond Oversight, Report # 236, February 2017, page 20.

⁶⁵ CBO meeting of May 11, 2020.

⁶⁶ Ibid. Section 1.22 c, page 11.

Definition of Performance Audit Findings and Recommendations

Findings

“An issue that may involve a deficiency in internal control; noncompliance with provisions of laws, regulations, contracts, or grant agreements; or instances of fraud.”⁶⁷ The number of findings made in each audit report. Includes new findings plus prior year findings that were not implemented during the current audit year.

Recommendations

“An effective audit recommendation provides suggestions for correcting problems. It also addresses the cause of issues.”⁶⁸ The number of program improvement recommendations made in each performance audit report. Includes new recommendations plus prior year recommendations that were not implemented during the current audit year.

Summary

For the first ten years after the approval of Proposition 39 no standards for the required performance audits were set by the State of California. During this period auditors used generally accepted government auditing standards.

In September 2010, the California legislature required government auditing standards be used for bond program performance audits. In August 2013, the legislature required specific standards for compliance performance audits, effective starting in FY 2016.

The California compliance performance audit standards, published annually, are included as Appendix A in the Guide for Annual Audits of K-12 Districts. Audit objectives are limited to compliance regarding expending monies on projects in the ballot measure and not using the monies for salaries except when spent on bond projects.

Effectiveness and results performance audits focus on program effectiveness and results to measure the extent to which a program is achieving its goals and objectives. *To ensure transparency and adequate oversight, both the Little Hoover Commission and the CBOC recommend performance audit objectives be set by the auditors or the State of California, not by the District.*

WCCUSD has never had an effectiveness and results performance audit, where the auditor determined the audit objectives. For all such performance audits, the District has determined the audit objectives.

⁶⁷ Government Auditing Standards, 2018 Revision, page 214.

⁶⁸ How to Write An Audit Recommendation, Tara Duggan, September 26, 2017, bizfluent online.

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APPENDIX F: CBOC Recommendations

NOTE: Per Board of Education Policy #7214.2: “All recommendations approved by the Committee (CBOC) shall be presented to the Board of Education. *The Board shall respond to the Committee’s recommendation(s) within sixty (60) days after receipt of the recommendation(s).*”

The purpose of this Appendix is to document recommendations made by the CBOC to the Board of Education for the period January 1, 2016 through June 30, 2019 and to display their current status.

The following 15 recommendations made by the CBOC were accepted by the Board of Education as of January 13, 2020:

1. Support the Clay Subcommittee recommendation for Phase II of Bond Construction Program Forensic Investigation. (CBOC minutes January 27, 2016)
2. Provide the amount of unobligated funds available through December 31, 2021 to finance the New Master Facilities Plan. (CBOC Minutes January 27, 2016)
3. Agreeing with District on monthly reports to be provided to the CBOC (CBOC Minutes February 24, 2016)
4. Approve legal services agreement for Law Offices of Adam S. Ferber. (CBOC Minutes February 24, 2016)
5. Request that performance audit scope include compliance and program effectiveness and results. (CBOC Minutes February 24, 2016)
6. District prepare a long range facilities master plan. (CBOC Minutes March 23, 2016)
7. That the scope of the performance audit include 18 program effectiveness and results objectives. (CBOC Minutes March 23, 2016)
8. Provide copy of legal opinion on the use of bond funds to pay for forensic review. (CBOC Minutes April 20, 2016)
9. That the original budget and current budget numbers be included on financial reports. (CBOC Minutes May 18, 2016)
10. That the FY2015 compliance audit report and agreed upon procedures audit report be presented as two separate audit reports. (CBOC Minutes May 18, 2016)
11. That Bond Funds Remaining Through 2021 (CBOC Report # 13) be approved as to format and as a monthly report. (CBOC Minutes, December 21, 2016)
12. That a member of the CBOC be part of the District’s Forensic Implementation Task Force. (CBOC Minutes December 21, 2016)
13. That Moss Adams, LLP review the implementation of the 112 forensic accounting investigation review recommendations. (CBOC Minutes, June 21, 2017)
14. That the District adopt eight Financial Impact Statement formats for bond budgets and expenditures. (CBOC Minutes July 30, 2018)

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15. Make Format changes to the Bond Program Financial Status Report (Report #13). (CBOC Minutes August 15, 2019.)
16. [FMP update (#9)]

The following table shows CBOC recommendations that remained outstanding, either rejected or waiting for a response, at the end date of this report period:

CBOC Recommendations Rejected or Waiting for a Response

Item No.	Recommendation	Date CBOC Approved	District's Response
1	Proposed Board Policy 7161.1 Lesson Learned Process	12.21.16	"...not needed at this time ..."
2	Eight standard Financial Impact Statement formats for Board of Education agenda precis on bond Program budget approval and expenditure authorizations.	07.30.18 09.12.18 discussed joint CBOC/Board meeting	Not currently preparing the Report 13A Variance Report in the requested CBOC format. Reject doing financial impact statement for completed projects.
3	Amendments to Board Policy BP 7214.2 Citizens' Bond Oversight Committee	03.14/27.19 discussed joint CBOC/Board meeting 05.15.19 Governance Committee	Approved by Governance Subcommittee 11/21/19
4	Facilities Road Map 2023 be approved by the Board of Education.	06.20.19	Currently under review (Discussed at the Joint Board/CBOC September 11, 2019.)
5	That the Board of Education ensure that an independent 3rd party determine the amount of FY2019 salaries & benefits that can be legally charged to Fund 21 Building Fund based on California Attorney General Opinion No. 04-110.	06.20.19	Need response
6	That the Board of Education ensure that only legally appropriate amount of FY2020 salaries & benefits are charged to Fund 21 Building Fund.	06.20.19	Need response
7	District staff include Board Program Financial Status Reports (Report 12 and 13A) in the Board of Education agenda packet for one meeting each month under agenda item E.2, Standing Reports.	07.30.18	Reject

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Item No.	Recommendation	Date CBOC Approved	District's Response
8	Amend Director Internal Audit job description to report functionally to the Board of Education and administratively to the Superintendent.	12.19.18	Reject
9	That the Board provide a response to the CBOC by June 28, 2019 to the 24 recommendations in the FY2018 Board Program Performance Audit marked "TBD" including a responsible official and a planned resolution date.	04.18.19	Need response
10	Have Moss Adams, LLP forensic accounting review cycle align with their bond program performance audit cycle.	12.18.18	Reject
11	Have Moss Adams, LLP review forensic accounting investigation implementation status as of June 30, 2019 and June 30, 2020.	03.14.19	Reject
12	Have Director Internal Audit dedicate full time on the implementation of the forensic investigation recommendations.	03.14.19	"... will assess... .
13	Amend Director Internal Audit job description to include responsibility for auditing the implementation of the forensic review and performance audit recommendations.	04.18.19	Need response
14	Fill the position of Director Internal Audit as soon as possible.	04.18.19	Position open 12.10.19
15	That the Board of Education take formal action to accept the March 20, 2019 Phase 1 Forensic Accounting Investigation Implementation Review report. Furthermore, the Board of Education advises when the 29 not validated recommendations from Phase 1 will be reviewed and validated as effectively implemented; and by whom.	05.16.19	Need response

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Item No.	Recommendation	Date CBOC Approved	District's Response
16	Review three job descriptions: <ul style="list-style-type: none"> ● Associate Superintendent of Business and Operations ● Associate Superintendent of Facilities, Maintenance, Operations and Bond Program ● Director of Internal Audit (including reporting relationship to Board of Education) 	08.15.19	Need Response
17	Include these three planning elements in the scope of the Lake Elementary School planning report: <ul style="list-style-type: none"> ● Alternatives, if any, to the replacement of this school. ● Elementary schools current design capacities, enrollments, projected enrollments and excess capacities. ● Options for redrawing elementary school attendance boundaries and closing elementary schools. 	08.15.19	Need Response
18	Make format changes to the Bond Program Financial Status (Report #13) as displayed in August 15, 2019 CBOC Minutes.	08.15.19	Done
19	Immediate fulfillment of the role of Director of Internal Audit for the purpose of independent review of the implementation of internal controls improvement recommendations in preparation for the Moss Adams final review.	12.10.19	Awaiting Response
20	That the Superintendent direct that additional revenue sources to finance bond Fund 21 Building Fund projects be transferred to Fund 21 Building Fund.	12.10.19	Awaiting Response
21	That the District modify the format for the Colbi Technologies Consolidated Budget Status Report to include a column for the "original budget" and that Measure E budget and actual expenditures be added.	12.10.19	Awaiting Response

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APPENDIX G: Bond Program Status Report eff. Dec 31, 2019

**Bond Project Status Update
December 2019**

	SITE	PROJECT	REVISED CONTRACT AMOUNT	STATUS
CONSTRUCTION	Wilson ES	Campus Replacement	\$35,963,093	Under Construction
	Crespi MS	Gym Seismic Retrofit	\$4,061,455	Under Construction
	Richmond HS	Critical Needs	\$19,932,841	Under Construction
	Fairmont ES	Critical Needs Phase 1	\$407,000	Punchlist Work/Closeout
	Pinole Valley HS	Replacement Campus	\$135,324,210	Punchlist Work/Closeout
	SITE	PROJECT	BUDGET	STATUS
PROCUREMENT	Riverside ES	Critical Needs (Soils Stabilization)	\$6,900,000	Pending Reissuance
	SITE	PROJECT	BUDGET	STATUS
DESIGN	Pinole Valley HS	Fields Restoration & Site Work	\$17,173,016	Construction Documents/DSA Submission Pending
	Lake ES	Campus Replacement	\$1,000,000	RFQ/RFP Bridging AOR
	Stege ES	Critical Needs	\$2,900,000.00	Design Development
	Highland ES	Critical Needs	\$747,125	Assessing Water & Power Upgrades
	Korematsu MS	Fall Protection	\$726,978	Hold

LEGEND & ACRONYMS

(DSA) Division of the State Architect
(RFP) Request for Proposals
(AOR) Architect of Record

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APPENDIX H1: WCCUSD Bond Program Spending by Site (Report 2)



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT Bond Program Spending to Date by Site Data as of December 31, 2019

Report#2

Updated 01/03/2020, effective date as of 12/31/2019

Site Name	Original Budget *	Board Approved Budget 11/6/19	Expended FY 99-01 thru FY 18-19	Expended FY 19-20	Expended Total thru 12/31/19	Committed as of 12/31/19	Balance as of 12/31/19	Notes
BAYVIEW	17,732,392	19,850,802	19,850,802	-	19,850,802	-	0	Footnote 1
CHAVEZ	1,339,784	1,058,234	1,058,234	-	1,058,234	-	0	Footnote 3
COLLINS	993,294	1,638,871	1,638,871	-	1,638,871	-	(0)	Footnote 4
CORONADO	11,278,047	43,022,627	43,022,627	-	43,022,627	-	0	Footnote 1
DOVER	13,070,243	35,095,267	35,095,267	-	35,095,267	-	0	Footnote 1
DOWNER	28,819,079	33,415,902	33,415,902	-	33,415,902	-	0	Footnote 1
ELLERHORST	11,238,341	13,931,806	13,931,806	-	13,931,806	-	0	Footnote 1
FAIRMONT	10,971,356	6,864,259	4,213,128	421,158	4,634,286	75,390	2,154,583	Footnote 3
FORD	11,839,322	30,817,526	30,817,526	-	30,817,526	-	0	Footnote 1
GRANT	1,409,600	2,155,565	2,155,565	-	2,155,565	-	0	Footnote 1
HANNA RANCH	680,923	783,349	783,349	-	783,349	-	(0)	Footnote 1
HARDING	15,574,211	22,632,446	22,632,446	-	22,632,446	-	(0)	Footnote 1
HARMON KNOLLS	-	448,435	448,435	-	448,435	-	-	Footnote 1
HIGHLAND	13,504,714	2,679,839	1,932,714	-	1,932,714	-	747,125	Footnote 1
KENSINGTON	16,397,920	19,343,892	19,343,892	-	19,343,892	-	0	Footnote 1
KING	16,688,732	25,342,166	25,342,166	-	25,342,166	-	(0)	Footnote 1
LAKE	822,657	2,647,823	1,647,823	-	1,647,823	-	1,000,000	Footnote 4
LINCOLN	15,225,821	17,676,561	17,676,561	-	17,676,561	-	(0)	Footnote 1
LUPINE HILLS	16,111,242	15,395,678	15,395,678	-	15,395,678	-	(0)	Footnote 1
MADERA	11,088,764	12,233,801	12,233,801	-	12,233,801	-	(0)	Footnote 1
MIRA VISTA	13,928,364	16,651,130	16,651,130	-	16,651,130	-	0	Footnote 1
MONTALVIN	15,904,716	16,791,028	16,791,028	-	16,791,028	-	(0)	Footnote 1
MURPHY	13,554,495	15,619,655	15,619,655	-	15,619,655	-	(0)	Footnote 1
NYSTROM	20,999,690	51,486,844	45,461,314	-	45,461,314	339,265	5,686,265	Footnote 2
OHLONE	14,174,928	34,492,752	34,492,752	-	34,492,752	-	(0)	Footnote 1
OLINDA	1,170,596	2,286,942	1,582,077	497,597	2,079,675	15,846	191,421	Footnote 3
PERES	19,752,789	21,424,293	21,424,293	-	21,424,293	-	(0)	Footnote 1
RIVERSIDE	13,439,831	21,511,005	14,723,012	14,940	14,737,952	172,594	6,600,460	Footnote 3
SHANNON	1,157,736	1,555,163	1,555,163	-	1,555,163	-	0	Footnote 4
SHELDON	14,968,745	15,102,837	15,102,837	-	15,102,837	-	(0)	Footnote 1
STEGE	13,000,749	6,345,886	3,481,786	-	3,481,786	-	2,864,100	Footnote 3
STEWART	12,710,427	16,737,037	16,737,037	-	16,737,037	-	(0)	Footnote 1
TARA HILLS	14,160,935	14,975,067	14,975,067	-	14,975,067	-	0	Footnote 1
VALLEY VIEW	11,117,405	10,222,362	10,222,362	-	10,222,362	-	0	Footnote 1
VERDE	15,709,690	16,065,870	16,065,870	-	16,065,870	-	(0)	Footnote 1
WASHINGTON	14,051,720	15,322,847	15,322,847	-	15,322,847	-	0	Footnote 1
WILSON	13,673,885	44,129,324	9,664,279	9,919,754	19,584,033	23,640,042	905,249	Footnote 3
Elementary Total	438,263,142	627,754,891	572,509,102	10,853,448	583,362,551	24,243,137	20,149,203	

* Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: Site Legacy projects are completed and Facilities Master Plan Projects are under planning, construction or in closeout.

Footnote 4: Site projects are part of the Facilities Master Plan Projects to commence in future fiscal year.

Note 1: Does not include 1998 Measure E projects (DeJean Middle School)

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Report#2



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT Bond Program Spending to Date by Site Data as of December 31, 2019

Updated 01/03/2020, effective date as of 12/31/2019

Site Name	Original Budget *	Board Approved Budget 11/6/19	Expended FY 99-01 thru FY 18-19	Expended FY 19-20	Expended Total thru 12/31/19	Committed as of 12/31/19	Balance as of 12/31/19	Notes
CRESPI MS	1,205,711	6,545,896	2,553,744	2,640,074	5,193,819	786,138	565,939	Footnote 3
DEJEAN MS	64,929	381,209	381,209	-	381,209	-	(0)	Footnote 1
HELMS MS	61,287,986	83,432,888	83,432,888	-	83,432,888	-	0	Footnote 1
HERCULES MS	602,982	699,000	699,000	-	699,000	-	(0)	Footnote 1
KOREMATSU MS	37,937,901	73,382,179	72,655,201	-	72,655,201	-	726,978	Footnote 2
PINOLE MS	38,828,979	56,689,430	56,689,430	-	56,689,430	-	0	Footnote 1
Middle Sch Total	139,928,488	221,130,602	216,411,472	2,640,074	219,051,547	786,138	1,292,917	
DE ANZA HS	105,389,888	132,236,248	132,236,248	-	132,236,248	-	(0)	Footnote 1
EL CERRITO HS	93,605,815	146,850,105	146,850,104	-	146,850,104	-	1	Footnote 1
GREENWOOD	35,315,772	79,583,607	79,583,607	-	79,583,607	-	(0)	Footnote 1
HERCULES HS	12,603,343	3,295,019	3,295,019	-	3,295,019	-	0	Footnote 4
KENNEDY HS	89,903,130	33,854,981	33,854,981	-	33,854,981	-	0	Footnote 4
PINOLE VALLEY HS	124,040,286	216,549,580	185,963,019	4,024,094	189,987,114	4,132,635	22,429,832	Footnote 2
RICHMOND HS	94,720,910	42,622,087	22,854,818	155,684	23,010,501	17,312,470	2,299,116	Footnote 3
VISTA HS	3,566,208	7,236,543	7,236,543	-	7,236,543	-	(0)	Footnote 1
High Sch Total	559,145,352	662,228,170	611,874,340	4,179,778	616,054,117	21,445,104	24,728,949	
ADAMS MS	703,660	691,211	691,211	-	691,211	-	-	Footnote 1
CAMERON	284,012	122,195	122,195	-	122,195	-	-	Footnote 4
CASTRO	11,901,504	620,944	620,944	-	620,944	-	-	Footnote 1
DELTA NSS	152,564	152,226	152,226	-	152,226	-	-	Footnote 1
EL SOBRANTE	187,343	536,231	536,231	-	536,231	-	-	Footnote 1
HARBOUR WAY	121,639	121,944	121,944	-	121,944	-	-	Footnote 1
KAPPA NSS	109,809	109,831	109,831	-	109,831	-	-	Footnote 1
NORTH CAMPUS	169,849	205,450	205,450	-	205,450	-	-	Footnote 1
OMEGA NSS	117,742	118,313	118,313	-	118,313	-	-	Footnote 1
SEAVIEW	178,534	499,116	499,116	-	499,116	-	-	Footnote 1
SIGMA NSS	110,728	110,949	110,949	-	110,949	-	-	Footnote 1
TLC	118,020	116,673	116,673	-	116,673	-	-	Footnote 1
WEST HERCULES	-	56,847	56,847	-	56,847	-	-	Footnote 1
Closed/Program Total	14,155,404	3,461,930	3,461,930	-	3,461,930	-	-	
CENTRAL	67,713,312	102,831,633	94,934,549	1,124,565	96,059,115	1,949,816	4,822,702	Budget thru 20-21
RCP CHARTER	8,148,550	4,415,204	4,415,204	-	4,415,204	-	-	Footnote 1
TECHNOLOGY	35,000,000	35,000,000	34,294,330	24,882	34,319,211	-	680,789	Footnote 2
Admin/Other Total	110,861,862	142,246,837	133,644,083	1,149,447	134,793,530	1,949,816	5,503,491	
GRAND TOTAL	1,262,354,248	1,656,822,431	1,537,900,924	18,822,748	1,556,723,674	48,424,196	51,674,561	

* Original Budget provided is based on Report#2 dated April 30, 2018, and has not been reconciled.

Footnote 1: Site projects are completed.

Footnote 2: Site Legacy projects are under planning, construction or in closeout.

Footnote 3: Site Legacy projects are completed and Facilities Master Plan Projects are under planning, construction or in closeout.

Footnote 4: Site projects are part of the Facilities Master Plan Projects to commence in future fiscal year.

Note 1: Does not include 1998 Measure E projects (Dejean Middle School)

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APPENDIX H2: Consolidated Budget Status Reports

Consolidated Budget Status Report

West Contra Costa Unified School District

Printed 1/3/2020



Consolidated Budget Status Report Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Data as of 12/31/2019

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Bayview Elementary School						
Legacy Project	19,850,802	19,850,802	100.0%	-	19,850,802	100.0%
	19,850,802	19,850,802	100.0%	-	19,850,802	100.0%
1 Cameron						
+ Critical Needs	-	-	-	-	-	-
Legacy Project	122,195	122,195	100.0%	-	122,195	100.0%
	122,195	122,195	100.0%	-	122,195	100.0%
1 Castro Elementary School						
Legacy Project	620,944	620,944	100.0%	-	620,944	100.0%
	620,944	620,944	100.0%	-	620,944	100.0%
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
Legacy Project	985,387	985,387	100.0%	-	985,387	100.0%
	1,058,234	1,058,234	100.0%	-	1,058,234	100.0%
1 Collins Elementary School						
+ Critical Needs	-	-	-	-	-	-
Legacy Project	1,638,871	1,638,871	100.0%	-	1,638,871	100.0%
	1,638,871	1,638,871	100.0%	-	1,638,871	100.0%
1 Coronado Elementary School						
Legacy Project	43,022,627	43,022,627	100.0%	-	43,022,627	100.0%
	43,022,627	43,022,627	100.0%	-	43,022,627	100.0%
1 Dover Elementary School						
Legacy Project	35,095,267	35,095,267	100.0%	-	35,095,267	100.0%
	35,095,267	35,095,267	100.0%	-	35,095,267	100.0%
1 Downer Elementary School						
Legacy Project	33,415,902	33,415,902	100.0%	-	33,415,902	100.0%
	33,415,902	33,415,902	100.0%	-	33,415,902	100.0%
1 El Sobrante Elementary School						
Legacy Project	536,231	536,231	100.0%	-	536,231	100.0%
	536,231	536,231	100.0%	-	536,231	100.0%
1 Ellerhorst Elementary School						
Legacy Project	13,931,806	13,931,806	100.0%	-	13,931,806	100.0%
	13,931,806	13,931,806	100.0%	-	13,931,806	100.0%
1 Fairmont Elementary School						
* Critical Needs	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
Legacy Project	3,864,259	3,864,259	100.0%	-	3,864,259	100.0%
	6,864,259	4,709,676	68.6%	2,154,582	4,634,286	67.5%
1 Ford Elementary School						
Legacy Project	30,817,526	30,817,526	100.0%	-	30,817,526	100.0%
	30,817,526	30,817,526	100.0%	-	30,817,526	100.0%
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
Legacy Project	1,944,098	1,944,098	100.0%	-	1,944,098	100.0%
	2,155,565	2,155,565	100.0%	-	2,155,565	100.0%
1 Hanna Ranch Elementary School						
Legacy Project	783,349	783,349	100.0%	-	783,349	100.0%
	783,349	783,349	100.0%	-	783,349	100.0%
1 Harbour Way						
Legacy Project	121,944	121,944	100.0%	-	121,944	100.0%
	121,944	121,944	100.0%	-	121,944	100.0%

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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Harding Elementary School						
Legacy Project	22,632,446	22,632,446	100.0%	-	22,632,446	100.0%
	22,632,446	22,632,446	100.0%	-	22,632,446	100.0%
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	448,435	100.0%	-	448,435	100.0%
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
Legacy Project	1,879,839	1,879,839	100.0%	-	1,879,839	100.0%
	2,679,839	1,932,714	72.1%	747,125	1,932,714	72.1%
1 Kensington Elementary School						
Legacy Project	19,343,892	19,343,892	100.0%	-	19,343,892	100.0%
	19,343,892	19,343,892	100.0%	-	19,343,892	100.0%
1 King Elementary School						
Legacy Project	25,342,166	25,342,166	100.0%	-	25,342,166	100.0%
	25,342,166	25,342,166	100.0%	-	25,342,166	100.0%
1 Lake Elementary School						
* Campus Replacement	1,000,000	-	0.0%	1,000,000	-	0.0%
Legacy Project	1,500,322	1,500,322	100.0%	-	1,500,322	100.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	2,647,823	1,647,823	62.2%	1,000,000	1,647,823	62.2%
1 Lincoln Elementary School						
Legacy Project	17,676,561	17,676,561	100.0%	-	17,676,561	100.0%
	17,676,561	17,676,561	100.0%	-	17,676,561	100.0%
1 Lupine Hills Elementary School						
Legacy Project	15,395,678	15,395,678	100.0%	-	15,395,678	100.0%
	15,395,678	15,395,678	100.0%	-	15,395,678	100.0%
1 Madera Elementary School						
Legacy Project	12,233,801	12,233,801	100.0%	-	12,233,801	100.0%
	12,233,801	12,233,801	100.0%	-	12,233,801	100.0%
1 Mira Vista K-8						
Legacy Project	16,651,130	16,651,130	100.0%	-	16,651,130	100.0%
	16,651,130	16,651,130	100.0%	-	16,651,130	100.0%
1 Montalvin K-8						
Additional New Classrooms	4,028,011	4,028,011	100.0%	-	4,028,011	100.0%
Legacy Project	12,763,017	12,763,017	100.0%	-	12,763,017	100.0%
	16,791,028	16,791,028	100.0%	-	16,791,028	100.0%
1 Murphy Elementary School						
Legacy Project	15,619,655	15,619,655	100.0%	-	15,619,655	100.0%
	15,619,655	15,619,655	100.0%	-	15,619,655	100.0%
1 Nystrom Elementary School						
* Classroom Renovation	33,919,486	28,233,220	83.2%	5,686,266	27,893,955	82.2%
Demo Portable and Sitework	518,285	518,285	100.0%	-	518,285	100.0%
Legacy Project	5,442,234	5,442,234	100.0%	-	5,442,234	100.0%
Multi-purpose Room	11,606,839	11,606,839	100.0%	-	11,606,839	100.0%
	51,486,844	45,800,578	89.0%	5,686,266	45,461,314	88.3%
1 Ohlone Elementary School						
Classroom and Admin Building	24,508,510	24,508,510	100.0%	-	24,508,510	100.0%

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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
Legacy Project	3,962,598	3,962,598	100.0%	-	3,962,598	100.0%
Portable Removal and Playground	5,397,758	5,397,758	100.0%	-	5,397,758	100.0%
1 Olinda Elementary School	34,492,752	34,492,752	100.0%	-	34,492,752	100.0%
* Critical Needs	1,000,000	808,579	80.9%	191,421	792,733	79.3%
Legacy Project	1,286,942	1,286,942	100.0%	-	1,286,942	100.0%
1 Peres K-8	2,286,942	2,095,521	91.6%	191,421	2,079,675	90.9%
Legacy Project	21,424,293	21,424,293	100.0%	-	21,424,293	100.0%
1 RCP Charter School	21,424,293	21,424,293	100.0%	-	21,424,293	100.0%
Legacy Project	4,415,204	4,415,204	100.0%	-	4,415,204	100.0%
1 Riverside Elementary School	4,415,204	4,415,204	100.0%	-	4,415,204	100.0%
* Critical Needs	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
Legacy Project	14,611,005	14,611,005	100.0%	-	14,611,005	100.0%
1 Seaview Elementary School	21,511,005	14,910,545	69.3%	6,600,460	14,737,951	68.5%
Legacy Project	499,116	499,116	100.0%	-	499,116	100.0%
1 Shannon Elementary School	499,116	499,116	100.0%	-	499,116	100.0%
+ Critical Needs	-	-	-	-	-	-
Legacy Project	1,555,163	1,555,163	100.0%	-	1,555,163	100.0%
1 Sheldon Elementary School	1,555,163	1,555,163	100.0%	-	1,555,163	100.0%
Legacy Project	15,102,837	15,102,837	100.0%	-	15,102,837	100.0%
1 Stege Elementary School	15,102,837	15,102,837	100.0%	-	15,102,837	100.0%
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
Legacy Project	3,445,886	3,445,886	100.0%	-	3,445,886	100.0%
1 Stewart K-8	6,345,886	3,481,786	54.9%	2,864,100	3,481,786	54.9%
Legacy Project	16,737,037	16,737,037	100.0%	-	16,737,037	100.0%
1 Tara Hills Elementary School	16,737,037	16,737,037	100.0%	-	16,737,037	100.0%
Legacy Project	14,975,067	14,975,067	100.0%	-	14,975,067	100.0%
1 TLC Elementary School	14,975,067	14,975,067	100.0%	-	14,975,067	100.0%
Legacy Project	116,673	116,673	100.0%	-	116,673	100.0%
1 Valley View Elementary School	116,673	116,673	100.0%	-	116,673	100.0%
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
Existing Campus Demo	33,096	33,096	100.0%	-	33,096	100.0%
Legacy Project	3,908,093	3,908,093	100.0%	-	3,908,093	100.0%
Portables	5,189,726	5,189,726	100.0%	-	5,189,726	100.0%
1 Verde K-8	10,222,362	10,222,362	100.0%	-	10,222,362	100.0%
Legacy Project	16,065,870	16,065,870	100.0%	-	16,065,870	100.0%
1 Verde K-8	16,065,870	16,065,870	100.0%	-	16,065,870	100.0%

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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Washington Elementary School						
Legacy Project	15,322,847	15,322,847	100.0%	-	15,322,847	100.0%
	15,322,847	15,322,847	100.0%	-	15,322,847	100.0%
1 West Hercules						
Legacy Project	56,847	56,847	100.0%	-	56,847	100.0%
	56,847	56,847	100.0%	-	56,847	100.0%
1 Wilson Elementary School						
* Campus Replacement	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
Legacy Project	3,829,324	3,829,324	100.0%	-	3,829,324	100.0%
	44,129,324	43,224,075	97.9%	905,249	19,584,033	44.4%
2 Adams Middle School						
Legacy Project	691,211	691,211	100.0%	-	691,211	100.0%
	691,211	691,211	100.0%	-	691,211	100.0%
2 Crespi Middle School						
* Critical Needs	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
Legacy Project	1,245,896	1,245,896	100.0%	-	1,245,896	100.0%
	6,545,896	5,979,957	91.4%	565,938	5,193,819	79.3%
2 DeJean Middle School						
Legacy Project	381,209	381,209	100.0%	-	381,209	100.0%
	381,209	381,209	100.0%	-	381,209	100.0%
2 Helms Middle School						
Legacy Project	83,432,888	83,432,888	100.0%	-	83,432,888	100.0%
	83,432,888	83,432,888	100.0%	-	83,432,888	100.0%
2 Hercules Middle School						
Legacy Project	699,000	699,000	100.0%	-	699,000	100.0%
	699,000	699,000	100.0%	-	699,000	100.0%
2 Korematsu Middle School						
* New Buildings	53,439,076	52,712,098	98.6%	726,978	52,712,098	98.6%
Legacy Project	19,943,103	19,943,103	100.0%	-	19,943,103	100.0%
	73,382,179	72,655,201	99.0%	726,978	72,655,201	99.0%
2 Pinole Middle School						
Legacy Project	56,689,430	56,689,430	100.0%	-	56,689,430	100.0%
	56,689,430	56,689,430	100.0%	-	56,689,430	100.0%
3 De Anza High School						
Legacy Project	132,236,248	132,236,248	100.0%	-	132,236,248	100.0%
	132,236,248	132,236,248	100.0%	-	132,236,248	100.0%
3 DELTA NSS						
Legacy Project	152,226	152,226	100.0%	-	152,226	100.0%
	152,226	152,226	100.0%	-	152,226	100.0%
3 El Cerrito High School						
Legacy Project	128,477,500	128,477,500	100.0%	-	128,477,500	100.0%
Stadium	18,372,605	18,372,605	100.0%	-	18,372,605	100.0%
	146,850,105	146,850,105	100.0%	-	146,850,105	100.0%
3 Greenwood High School						
Legacy Project	79,583,607	79,583,607	100.0%	-	79,583,607	100.0%
	79,583,607	79,583,607	100.0%	-	79,583,607	100.0%
3 Hercules High School						
+ Critical Needs	-	-	-	-	-	-
Legacy Project	3,295,019	3,295,019	100.0%	-	3,295,019	100.0%
	3,295,019	3,295,019	100.0%	-	3,295,019	100.0%

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3 KAPPA NSS						
Legacy Project	109,831	109,831	100.0%	-	109,831	100.0%
	109,831	109,831	100.0%	-	109,831	100.0%
3 Kennedy High School						
+ Critical Needs	-	-		-	-	
Legacy Project	33,854,981	33,854,981	100.0%	-	33,854,981	100.0%
	33,854,981	33,854,981	100.0%	-	33,854,981	100.0%
3 North Campus High School						
Legacy Project	205,450	205,450	100.0%	-	205,450	100.0%
	205,450	205,450	100.0%	-	205,450	100.0%
3 OMEGA NSS						
Legacy Project	118,313	118,313	100.0%	-	118,313	100.0%
	118,313	118,313	100.0%	-	118,313	100.0%
3 Pinole Valley High School						
* Campus Replacement	156,497,205	151,170,433	96.6%	5,326,772	148,049,312	94.6%
* Fields/Sitework	17,173,016	157,065	0.9%	17,015,951	157,065	0.9%
* Interim Campus Demo	3,715,310	3,628,202	97.7%	87,108	3,615,258	97.3%
* Site Design	17,926,216	17,926,214	100.0%	2	16,927,645	94.4%
Detention Basin and Paving	3,517,521	3,517,521	100.0%	-	3,517,521	100.0%
Existing Building Demolition	2,511,397	2,511,397	100.0%	-	2,511,397	100.0%
Hillside Stabilization	2,199,821	2,199,821	100.0%	-	2,199,821	100.0%
Interim Campus	8,796,248	8,796,248	100.0%	-	8,796,248	100.0%
Legacy Furniture & Equipment	36,520	36,520	100.0%	-	36,520	100.0%
Legacy Program Cost	696,938	696,938	100.0%	-	696,938	100.0%
Legacy Restroom Renovation	167,601	167,601	100.0%	-	167,601	100.0%
Legacy Technology	37,165	37,165	100.0%	-	37,165	100.0%
Legacy Track	1,676,771	1,676,771	100.0%	-	1,676,771	100.0%
Off Site Parking and Traffic	1,240,584	1,240,584	100.0%	-	1,240,584	100.0%
Video Surveillance System	357,268	357,268	100.0%	-	357,268	100.0%
	216,549,580	194,119,748	89.6%	22,429,832	189,987,114	87.7%
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
Legacy Project	21,622,087	21,622,087	100.0%	-	21,622,087	100.0%
	42,622,087	40,322,971	94.6%	2,299,116	23,010,502	54.0%
3 SIGMA NSS						
Legacy Project	110,949	110,949	100.0%	-	110,949	100.0%
	110,949	110,949	100.0%	-	110,949	100.0%
3 Vista High School						
Legacy Project	7,236,543	7,236,543	100.0%	-	7,236,543	100.0%
	7,236,543	7,236,543	100.0%	-	7,236,543	100.0%
4 Technology						
* Infrastructure	15,004,976	14,324,188	95.5%	680,788	14,324,188	95.5%
Computer Common Core	3,903,858	3,903,858	100.0%	-	3,903,858	100.0%
District Network Backbone	568,416	568,416	100.0%	-	568,416	100.0%
IT Data Center	1,400,746	1,400,746	100.0%	-	1,400,746	100.0%
Teacher Equipment	112,360	112,360	100.0%	-	112,360	100.0%
Tech Communication	1,130,966	1,130,966	100.0%	-	1,130,966	100.0%
Technology Equipment	1,885,661	1,885,661	100.0%	-	1,885,661	100.0%
Technology Wireless	10,993,016	10,993,016	100.0%	-	10,993,016	100.0%
	35,000,000	34,319,212	98.1%	680,788	34,319,212	98.1%

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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
4 Central						
* Assoc Superintendent Bond	2,924,688	2,583,691	88.3%	340,997	2,427,572	83.0%
* Business Services Personnel Cost	6,370,753	6,201,691	97.3%	169,063	6,143,797	96.4%
* District Support	29,603,319	28,653,817	96.8%	949,502	28,426,169	96.0%
* Facility Dept Personnel Cost	16,394,140	15,132,565	92.3%	1,261,574	14,716,014	89.8%
* Program Coordination	47,538,734	45,437,166	95.6%	2,101,567	44,345,561	93.3%
	102,831,634	98,008,931	95.3%	4,822,703	96,059,114	93.4%
Totals	1,656,822,430	1,605,147,870	96.9%	51,674,559	1,556,723,675	94.0%

1. Original Budget provided on Report#2 dated April 30, 2018 has not been reconciled.

2. Measure 1998E is not covered under Proposition 39 regulations for school bonds, and is not ordinarily reported in the Bond Program expenditure reports. The following report shows Measure 1998E projects by site with state funded DeJean middle school project.

4 Measure 1998E Project	Budget	Commitments	% Budget Committed	Remaining Against Budget	Expenditures	% Budget Spent
DeJean Middle School	36,836,215.33	36,836,215.33	100.0%	-	36,836,215.33	100.0%
1998E Project	23,994,285.33	23,994,285.33	100.0%	-	23,994,285.33	100.0%
State Fund Project	12,841,930.00	12,841,930.00	100.0%	-	12,841,930.00	100.0%
Pinole Valley High School	190,570.61	190,570.61	100.0%	-	190,570.61	100.0%
Central Program Coordination	16,276,517.57	16,276,517.57	100.0%	-	16,276,517.57	100.0%
Total	53,303,303.51	53,303,303.51	100.0%	-	53,303,303.51	100.0%

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	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
1 Cameron						
+ Critical Needs	-	-		-	-	
1 Chavez Elementary School						
Critical Needs	72,847	72,847	100.0%	-	72,847	100.0%
	72,847	72,847	100.0%	-	72,847	100.0%
1 Collins Elementary School						
+ Critical Needs	-	-		-	-	
1 Fairmont Elementary School						
* Critical Needs	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
	3,000,000	845,418	28.2%	2,154,582	770,028	25.7%
1 Grant Elementary School						
Critical Needs	211,467	211,467	100.0%	-	211,467	100.0%
	211,467	211,467	100.0%	-	211,467	100.0%
1 Harmon Knolls						
Critical Needs	406,946	406,946	100.0%	-	406,946	100.0%
Soil Testing	41,489	41,489	100.0%	-	41,489	100.0%
	448,435	448,435	100.0%	-	448,435	100.0%
1 Highland Elementary School						
* Water & Power Upgrade	747,125	-	0.0%	747,125	-	0.0%
Critical Needs	52,875	52,875	100.0%	-	52,875	100.0%
	800,000	52,875	6.6%	747,125	52,875	6.6%
1 Lake Elementary School						
* Campus Replacement	1,000,000	-	0.0%	1,000,000	-	0.0%
Portable Demolition	147,501	147,501	100.0%	-	147,501	100.0%
	1,147,501	147,501	12.9%	1,000,000	147,501	12.9%
1 Ohlone Elementary School						
Critical Needs	623,885	623,885	100.0%	-	623,885	100.0%
	623,885	623,885	100.0%	-	623,885	100.0%
1 Olinda Elementary School						
* Critical Needs	1,000,000	808,579	80.9%	191,421	792,733	79.3%
	1,000,000	808,579	80.9%	191,421	792,733	79.3%
1 Riverside Elementary School						
* Critical Needs	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
	6,900,000	299,540	4.3%	6,600,460	126,946	1.8%
1 Shannon Elementary School						
+ Critical Needs	-	-		-	-	
1 Stege Elementary School						
* Critical Needs	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
	2,900,000	35,900	1.2%	2,864,100	35,900	1.2%
1 Valley View Elementary School						
Critical Needs	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
	1,091,447	1,091,447	100.0%	-	1,091,447	100.0%
1 Wilson Elementary School						
* Campus Replacement	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
	40,300,000	39,394,751	97.8%	905,249	15,754,708	39.1%
2 Crespi Middle School						

WCCUSD CBOC Annual Report 2019

West Contra Costa Unified School District

Printed 1/3/2020



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures 2016 MASTER PLAN PROJECT

Data as of 12/31/2019

School/Project Name	Budget	Commitments			Expenditures	
	Total Budget	Total Commitments	% Budget Committed	Remaining Against Budget	Total Expenditures	% Budget Spent
* Critical Needs	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
	5,300,000	4,734,062	89.3%	565,938	3,947,924	74.5%
3 Hercules High School						
+ Critical Needs	-	-	-	-	-	-
	-	-	-	-	-	-
3 Kennedy High School						
+ Critical Needs	-	-	-	-	-	-
	-	-	-	-	-	-
3 Richmond High School						
* Gym and Seismic Classroom	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
	21,000,000	18,700,884	89.1%	2,299,116	1,388,414	6.6%
4 Central						
Program Coordination (Ed Specs & School Size)	200,000	148,128	74.1%	51,872	148,128	74.1%
	200,000	148,128	74.1%	51,872	148,128	74.1%
Totals	84,995,581	67,615,718	79.6%	17,379,864	25,613,238	30.1%

WCCUSD CBOC Annual Report 2019

APPENDIX I: Bond Program Financial Status (Report #13)

Bond Program Financial Status at the START of 2019

Report #13



West Contra Costa Unified School District
Bond Program Financial Status
As of December 31, 2018

Cash Projection to June-2021

		<u>Notes</u>
<u>Adjusted Cash Balance</u>	\$114,748,098	1
Projected Revenues		
Bond Sales 2010 Measure D	65,000,000	2
Bond Sales 2012 Measure E	65,000,000	2
Less: Cost of Issuance	(510,000)	2
Other Revenues	<u>2,820,000</u>	2
	132,310,000	
Projected Available Funds	<u>\$247,058,098</u>	
<u>Budgeted and Projected Expenses</u>		
Committed Costs as of 12/31/18	82,734,307	3
Budget Balance as of 12/31/18	<u>64,133,854</u>	3
	146,868,161	
Projected Cash Balance June 2021	<u>\$100,189,937</u>	

Items Pending State Approval

State Facility Grants Estimated Funding	\$ 20,636,299	4
---	---------------	---

Items Pending Board Approval

Future Facilities Master Plan Projects	\$104,400,000	5
2022-2023 Estimated Central Cost	\$ 8,070,000	6
2022-2023 Estimated Other Revenue	\$ 840,000	2

WCCUSD CBOC Annual Report 2019

Report #13



West Contra Costa Unified School District Bond Program Financial Status As of December 31, 2018

Note 1 Adjusted Cash Balance

Description	Amount	Comment
Cash & Equivalents Building Fund 21	113,436,669	A
Cash & Equivalents County School Facilities Fund 35	1,424,263	B
Cash with Fiscal Agent (contract retentions)	6,698,879	C
Accounts Receivable	0	
Accounts Payable	(160)	D
Contract Retention	<u>(6,811,553)</u>	C
Adjusted Cash Balance	\$114,748,098	

Comments

A. This cash balance is reflective of financial data from MUNIS and should agree with Report 1, Note 16 less cash in Fund 35.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. The new liability for vendor contract retentions billed, not paid, is the net of the Contract Retentions and Cash with Fiscal Agent. The amounts are reflective of financial data from MUNIS and are displayed on Report #1, Bond Program Key Performance Indicators (page 1) and on Note 15 of this same Report #1.

D. Accounts payable is reflective of financial data from MUNIS and are adjusted at June 30 fiscal year end.

WCCUSD CBOC Annual Report 2019

Report #13



West Contra Costa Unified School District Bond Program Financial Status As of December 31, 2018

Note 2 Projected Revenues

Fiscal Year	Bond Sales 2010 Measure D	Bond Sales 2012 Measure E	Less: Cost of Bond Issuance	Interest Earnings	Total
FY2018					
FY2019				850,000	850,000
FY2020	65,000,000	65,000,000	(510,000)	1,050,000	130,540,000
FY2021				920,000	920,000
Sub-Totals	65,000,000	65,000,000	(510,000)	2,820,000	132,310,000
FY2022				610,000	610,000
FY2023				230,000	230,000
Sub-Total	-	-	-	840,000	840,000
Grand Total	65,000,000	65,000,000	(510,000)	3,660,000	133,150,000

The average issuance cost for the last two issues is \$505,549.60.

Note 3 Budgeted and Projected Expenses

Description	Note
Committed Expenses	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of contracts and purchase orders that have been issued but not yet paid.
Estimated Expenses (Budget Balance)	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of project budgets that have not been committed or paid. It assumes that the balance of each project budget will be spent.

WCCUSD CBOC Annual Report 2019

Report #13



West Contra Costa Unified School District Bond Program Financial Status As of December 31, 2018

Note 4 California State Facilities Grants

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21, Building Fund.

School	Funding	OPSC * Status	SAB ** Approval	SAB ** Funded	Amount
Pinole Valley HS	Modernization	On Work List	07/22-12/22	Est: Feb-23	16,502,885
Helms	Modernization	On Work List	07/28-12/28	Est: Feb-29	4,133,414
Total					20,636,299

*Office of Public School Construction – OPSC

**State Allocation Board - SAB

WCCUSD CBOC Annual Report 2019

Report #13



West Contra Costa Unified School District Bond Program Financial Status As of December 31, 2018

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one includes the following projects with the project cost, including inflation:

School	Project Type	FMP 2016	Current Budget
Ed Specs & School Size		200,000	200,000
Harmon Knolls	Soils Testing	100,000	41,489
Valley View ES	Critical Needs	1,000,000	1,091,447
Crespi MS	Critical Needs	3,100,000	3,100,000
Riverside ES	Critical Needs	6,900,000	6,900,000
Richmond HS	Critical Needs	15,100,000	19,000,000
Highland ES	Critical Needs	800,000	800,000
Grant ES	Critical Needs	900,000	211,467
Olinda ES	Critical Needs	1,000,000	1,000,000
Chavez ES	Critical Needs	600,000	600,000
Ohlone ES	Critical Needs	800,000	623,885
Harmon Knolls	Critical Needs	200,000	406,946
Fairmont ES	Critical Needs	3,000,000	3,000,000
Steger ES	Critical Needs	2,900,000	2,900,000
Wilson ES	RS Replacement	40,300,000	40,300,000
Lake ES	Critical Needs	0	147,501
Sub Total		76,900,000	80,322,735

Note 5: FUTURE FACILITIES MASTER PLAN PROJECTS

Cameron School	Critical Needs	1,300,000	1,300,000
Collins ES	Critical Needs	3,500,000	3,500,000
Hercules MS	Critical Needs	7,500,000	7,500,000
Hercules HS	Critical Needs	7,200,000	7,200,000
Kennedy HS	Critical Needs	12,200,000	12,200,000
Lake ES	RS Replacement	66,100,000	65,600,000
Shannon ES	Critical Needs	7,100,000	7,100,000
Sub Total		104,900,000	104,400,000

TOTAL IMPLEMENTATION PLAN MODEL 1 **\$181,800,000*** **\$184,722,735**

Definition of ROM¹

Five percent inflation has been applied from mid-2016 to the scheduled midpoint of construction, compounded yearly, to account for inflation. These "Rough Order of Magnitude" (R.O.M.) cost estimates, which are based on general cost per square foot, do not include market-based contract escalation (if any) above 5% annual inflation.

Additionally, the cost of temporary housing has been included where it was known to be required at the time of the Master Plan (e.g., at Lake Elementary). It has not been included where it was not anticipated prior to the release of the Master Plan (e.g., at Wilson Elementary).

Note that further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs. *In June 2016 the Board approved \$181,800,000 FMP since then following budget revisions have been approved by the board:

- Harmon Knolls \$250,000 & Valley View \$150,000 on 08/09/17, Grant <\$688,533>, Harmon Knolls <\$101,565>, Lake <\$352,499>, Ohlone <\$176,115>, & Valley View <\$58,553> on 07/25/18, and Richmond \$3,900,000 on 11/14/18.

WCCUSD CBOC Annual Report 2019

Report #13



West Contra Costa Unified School District Bond Program Financial Status As of December 31, 2018

Note 6 Unbudgeted Central Services Expenses FY2022-2023

<u>Description</u>	<u>Amount</u>
Salaries & Benefits	\$5,200,000
Services & Other Cost	<u>2,870,000</u>
	\$8,070,000

WCCUSD CBOC Annual Report 2019

Bond Program Financial Status at the END of 2019

**West Contra Costa Unified School District
Bond Program Financial Status As of December 2019**

Report #13

Cash Projection to June-2021

			<u>Notes</u>
<u>Adjusted Cash Balance</u>	\$	65,709,212	1
<u>Projected Revenues</u>			
Bond Sales 2010 Measure D	\$	65,000,000	2
Bond Sales 2012 Measure E	\$	65,000,000	2
Less: Cost of Issuance	\$	(510,000)	2
Interest Earnings	\$	1,970,000	2
		<hr/>	
<u>Projected Available Funds</u>	\$	197,169,212	
<u>Budget Balance</u>			
Board Approved Budget	\$	1,656,822,431	3
Less: Expenses to Date	\$	(1,556,723,674)	3
		<hr/>	
<u>Current Budget Balance</u>	\$	100,098,757	
Projected Cash Balance June 2021	\$	97,070,454	

Items Pending State Approval

State Facility Grants Estimated Funding

Current Planning Period	\$	23,400,090.00	4
2023-2024 Planning Period	\$	7,615,578.00	4

Items Pending Board Approval

Future Facilities Master Plan Projects	\$	103,400,000	5
2022-2023 Estimated Central Cost	\$	8,070,000	6
2022-2023 Estimated Other Revenue	\$	840,000	3

WCCUSD CBOC Annual Report 2019

West Contra Costa Unified School District Bond Program Financial Status As of December 2019

Report #13

Note 1 Adjusted Cash Balance

Description	Amount	Comments
Cash & Equivalents Building Fund 21	\$ 66,008,713	A
Cash & Equivalents County School Facilities Fund 35	\$ 2	B
Cash with Fiscal Agent (contract retentions)	\$ 8,264,041	C
Accounts Receivable	\$ -	
Accounts Payable	\$ -	D
Contract Retention	\$ (8,563,545)	C
Adjusted Cash Balance	\$ 65,709,212	

Comments

A. This cash balance is reflective of financial data from MUNIS and should agree with Report 1, Note 16 less cash in Fund 35.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. The new liability for vendor contract retentions billed, not paid, is the net of the Contract Retentions and Cash with Fiscal Agent. The amounts are reflective of financial data from MUNIS and are displayed on Report #1, Bond Program Key Performance Indicators (page 1) and on Note 15 of this same Report #1.

D. Accounts payable is reflective of financial data from MUNIS and are adjusted at June 30 fiscal year end.

WCCUSD CBOC Annual Report 2019

West Contra Costa Unified School District Bond Program Financial Status As of December 2019

Report #13

Note 2 Projected Revenues

Fiscal Year	Bond Sales 2010 Measure D	Bond Sales 2012 Measure E	Less: Cost of Bond Issuance	Interest Earnings	Total
FY2020	\$ 65,000,000	\$ 65,000,000	\$ (510,000)	\$ 1,050,000	\$ 130,540,000
FY2021				\$ 920,000	\$ 920,000
Sub-Totals	\$ 65,000,000	\$ 65,000,000	\$ (510,000)	\$ 1,970,000	\$ 131,460,000
FY2022				\$ 610,000	\$ 610,000
FY2023				\$ 230,000	\$ 230,000
Sub-Total	\$ -	\$ -	\$ -	\$ 840,000	\$ 840,000
Grand Total	\$ 65,000,000	\$ 65,000,000	\$ (510,000)	\$ 2,810,000	\$ 132,300,000

Comments

- A. Wilson has a BOE approved budget increase on 6.26.19 with supplemental funds from Fund 25 of \$ 1.7M and Fund 01-9200 MRAD of \$850,000.
- B. Richmond HS has a BOE approved budget increase on 11.6.19 with supplemental funds from Fund 40 of \$ 1M.
- C. The average issuance cost for the last two issues is \$ 505,549.60

Note 3 Budgeted and Projected Expenses

Description	Note
Board Approved Budget	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of contracts and purchase orders that have been issued but not yet paid.
Expenses to Date	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of project budgets that have not been committed or paid. It assumes that the balance of each project budget will be spent.

WCCUSD CBOC Annual Report 2019

Bond Program Financial Status at the END of 2019

West Contra Costa Unified School District

Report #13

Bond Program Financial Status As of December 2019

Note 4 California State Facilities Grants

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21, Building Fund.

School	Funding	OPSC * Status	SAB** Approval	SAB** Funded	Amount
Pinole Valley HS	Modernization	Unfunded Approval List	07/19 - 12/19	Est. Jul-20	\$ 23,400,090
Helms	Modernization	On Work List	07/22 - 12/22	Est. Jul-23	\$ 4,133,414
Crespi MS	Modernization	On Work List	07/23 - 12/23	Est. Feb-24	<u>\$ 3,482,164</u>
				Total	<u>\$ 31,015,668</u>

*Office of Public School Construction - OPSC

**State Allocation Board - SAB

WCCUSD CBOC Annual Report 2019

West Contra Costa Unified School District Bond Program Financial Status As of December 2019

Report #13

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one includes the following projects with the project cost, including inflation:

School	Project Type	FMP 2016	Current Budget
Ed Specs & School Size		\$ 200,000	\$ 200,000
Harmon Knolls	Soils Testing	\$ 100,000	\$ 41,489
Valley View Elementary School	Critical Needs	\$ 1,000,000	\$ 1,091,447
Crespi Middle School	Critical Needs	\$ 3,100,000	\$ 5,300,000
Riverside Elementary School	Critical Needs	\$ 6,900,000	\$ 6,900,000
Richmond High School	Critical Needs	\$ 15,100,000	\$ 21,000,000
Highland Elementary School	Critical Needs	\$ 800,000	\$ 800,000
Grant Elementary School	Critical Needs	\$ 900,000	\$ 211,467
Olinda Elementary School	Critical Needs	\$ 1,000,000	\$ 1,000,000
Chavez Elementary School	Critical Needs	\$ 600,000	\$ 72,847
Ohlone Elementary School	Critical Needs	\$ 800,000	\$ 623,885
Harmon Knolls	Critical Needs	\$ 200,000	\$ 406,946
Fairmont Elementary School	Critical Needs	\$ 3,000,000	\$ 3,000,000
Stege Elementary School	Critical Needs	\$ 2,900,000	\$ 2,900,000
Wilson Elementary School	RS Replacement	\$ 40,300,000	\$ 40,300,000
Lake Elementary School	Critical Needs	\$ -	\$ 147,501
Lake Elementary School	RS Replacement	\$ -	\$ 1,000,000
Sub Total		\$ 76,900,000	\$ 84,995,582

Note 5: Future Facilities Master Plan Projects

School	Project Type	FMP 2016	Current Budget
Cameron School	Critical Needs	\$ 1,300,000	\$ 1,300,000
Collin Elementary School	Critical Needs	\$ 3,500,000	\$ 3,500,000
Hercules Middle School	Critical Needs	\$ 7,500,000	\$ 7,500,000
Hercules High School	Critical Needs	\$ 7,200,000	\$ 7,200,000
Kennedy High School	Critical Needs	\$ 12,200,000	\$ 12,200,000
Lake Elementary School	RS Replacement	\$ 66,100,000	\$ 64,600,000
Shannon Elementary School	Critical Needs	\$ 7,100,000	\$ 7,100,000
Sub Total		\$ 104,900,000	\$ 103,400,000

TOTAL IMPLEMENTATION PLAN MODEL 1

\$181,800,000* \$ **188,395,582**

Definition of ROM¹

Five percent inflation has been applied from mid-2016 to the scheduled midpoint of construction, compounded yearly, to account for inflation. These "Rough Order of Magnitude" (R.O.M.) cost estimates, which are based on general cost per square foot, do not include market-based contract escalation (if any) above 5% annual inflation.

Additionally, the cost of temporary housing has been included where it was known to be required at the time of the Master Plan (e.g., at Lake Elementary). It has not been included where it was not anticipated prior to the release of the Master Plan (e.g., at Wilson Elementary).

Note that further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs. *In June 2016 the Board approved \$181,800,000 FMP since then the following budget revisions have been approved by the Board:
 - Harmon Knolls \$250,000 and Valley View \$150,000 on 08/09/17, Grant <\$688,533>, Harmon Knolls <\$101,565>, Lake <\$352,499>, Ohlone <\$176,115>, & Valley View <\$58,553> on 07/25/18, Richmond \$3,900,000 on 11/14/18, Crespi \$2,200,000 on 03/20/19, Chavez <\$527,153>, Lake \$1,000,000 on 06/26/19 and Richmond HS \$2,000,000 on 11/6/19.

WCCUSD CBOC Annual Report 2019

West Contra Costa Unified School District Bond Program Financial Status As of December 2019

Report #13

Note 6 Unbudgeted Central Services Expenses FY2022-2023

Description	Amount
Salaries & Benefits	\$ 5,200,000
Services & Other Cost	\$ 2,870,000
	<u>\$ 8,070,000</u>

WCCUSD CBOC Annual Report 2019

Report#13A



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT Financial Impact of Report 13 Analysis From 12/31/2018 to 12/31/2019

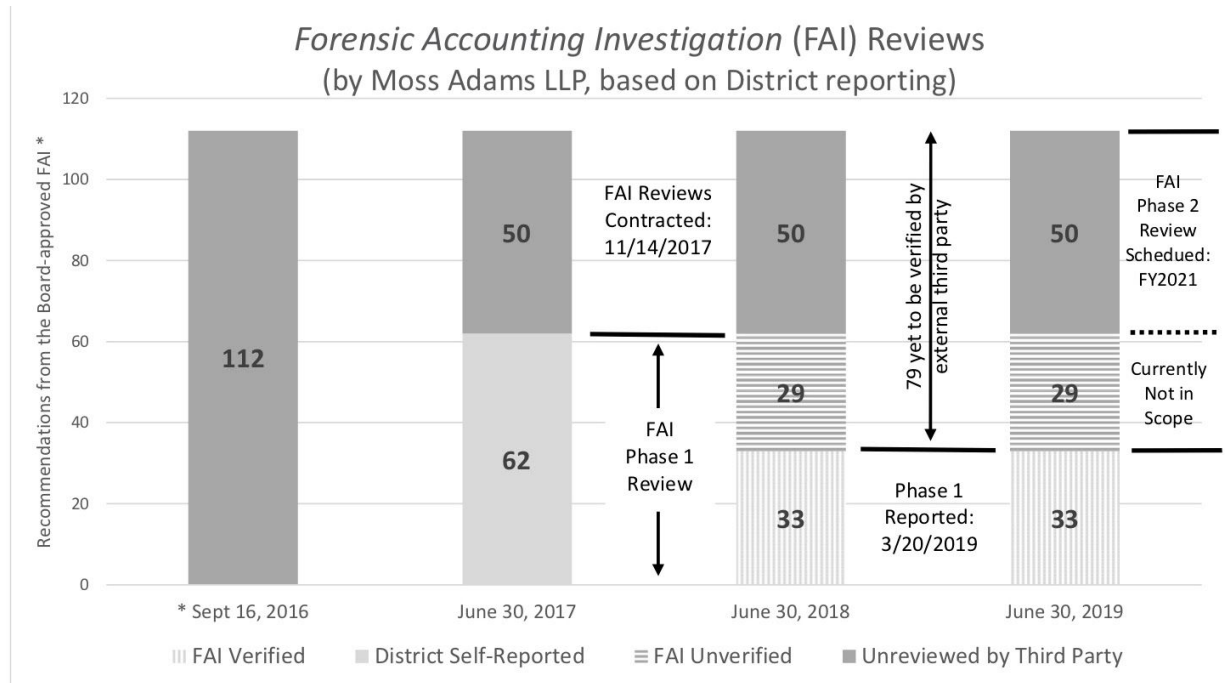
Updated 08/26/2020

Items	Beg 12/31/18	End 12/31/19	Variance	Notes
Adjusted Cash Balance	114,746,886	65,709,210	(49,037,676)	<\$51,441,038.42> expended in Calendar year 2019 \$513,177.05 LAIF Interests \$1,890,185.79 Pooled Earning Interests
Projected Revenue				
Bond Sales 2010 Measure D	65,000,000	65,000,000	-	
Bond Sales 2010 Measure E	65,000,000	65,000,000	-	
Less: Cost of Issuance	(510,000)	(510,000)	-	
Other Revenues estimated to 2021	2,820,000	1,970,000	(850,000)	FY 2019 <\$850,000> removed
Projected Revenue Total	132,310,000	131,460,000	(850,000)	
Projected Available Funds	247,056,886	197,169,210	(49,887,676)	<\$51,441,038.42> expended in Calendar year 2019 \$513,177.05 LAIF Interests \$1,890,185.79 Pooled Earning Interests Other Revenue FY 2019 <\$850,000> removed
Budget Balance				
Board Approved Budget	1,652,149,583	1,656,822,430	4,672,847	03/20/19 BOE budget increase \$2.2M 06/26/19 BOE budget increase \$472,846.59 11/06/19 BOE budget increase \$2M
Less Expenses to Date	(1,505,281,422)	(1,556,723,675)	(51,442,253)	<\$51,441,038.42> expended in Calendar year 2019 <\$1,212.14> not added in Dec 2018 expenditure report
Budget Balance Total	146,868,161	100,098,755	(46,769,406)	
Projected Cash Balance June 2021	100,188,725	97,070,455	(3,118,270)	\$513,177.05 LAIF Interests \$1,890,185.79 Pooled Earning Interests <\$850,000> Other Revenue Adjustments <\$4,672,846.59> BOE budget increases \$1,212.14 December 2018 expenditure adjustment
State Facility Grants				
Estimated during current planning period	16,502,885	23,400,090	6,897,205	PVHS Mod revised from \$16,502,885 to \$23,400,090
Estimated after current planning period	4,133,414	7,615,578	3,482,164	Crespi Mod added \$3,482,164
Future Facilities Master Plan Projects	104,400,000	104,400,000	-	
2022-2023 Estimated Central Cost	8,070,000	8,070,000	-	
2022-2023 Estimated Other Revenue	840,000	840,000	-	

Changes in the Financial Status of the Bond Program During the Year 2019

3. 2016 Forensic Accounting Investigation (FAI)

APPENDIX J: FAI Recommendation Implementation Status and Risk Association



The District’s Implementation Task Force (the ITF), charged with managing its implementation of the 112 recommendations from the September 16, 2016 *Forensic Accounting Investigation* (the FAI), began its work in October 2016. On November 14, 2017, the Board approved a contract with Moss Adams LLP to provide external, third party, independent review of the effectiveness of the District’s FAI implementation work.

The Moss Adams Phase 1 Review report, delivered on March 20, 2019, covered the District’s self-reported implementation of 62 recommendations through the end of FY2017. This chart is meant to provide a quick overview of key milestones during the full Moss Adams review process, covering November 2017 through the completion of its Phase 2 Review.

As of August 2019, the final Phase 2 Review by Moss Adams is expected to be conducted and reported out some time during FY2021 (after the ITF reports that the FAI recommendations have been fully implemented and have been internally reviewed for effectiveness by the end of FY2020⁶⁹).

⁶⁹ From “*Implementation of Recommendations*”, presented to the Board’s Facilities Committee in August 2019, on behalf of the Director of Internal Audit and the ITF.

WCCUSD CBOC Annual Report 2019

Status of Implementation and Risk Association of 2016 FAI Recommendations - Feb 2019

	Total	FAI Allegation Risk Score				
		High	Medium	Low	No Score	
Forensic Accounting Investigation (FAI) Recommendations (Oct 2016)	112	21	55	2	34	
Recommendations District reported as "Implemented" by 6/30/17 and Moss Adams (MA) Reviewed by Feb 2019	62	5	32	2	23	
% of recommendations District reported as "Implemented" by 6/30/17	100%	8%	52%	3%	37%	
Per MA Review in Feb 2019	Implemented	35	0	17	1	17
	Partially Implemented	17	5	11	1	0
	Not Implemented	3	0	3	0	0
	Undetermined	7	0	1	0	6
	Total Partially or Not Implemented, or Undetermined	27	5	15	1	6
Not Yet Reviewed by MA	50	16	23	0	11	
% of total 112 FAI recommendations MA deemed "Implemented" by Feb 2019	31%	0%	31%	50%	50%	
% of total 112 FAI Recommendations MA deemed Partially or Not Implemented, or not yet reviewed by MA by Feb 2019	69%	100%	69%	50%	50%	

This means that just 31% of the FAI recommendations have been verified as fully implemented by an independent third party as of February, 2019, almost three years after completion of the forensic accounting investigation

None of the 21 "high-risk" recommendations have been verified as fully implemented by an independent third party.

Final VLS Report, Phase II (Sept 2016):

- For example, if a New Risk Score is identified as a High risk, this indicates that the internal control(s) in place to minimize fraud, waste, or abuse for that particular allegation or concern are either not implemented or the internal control(s) has been implemented, but testing revealed that the internal control(s) is not functioning adequately. Therefore, a High likelihood exists that 1) the District may be at risk for waste, improper expenditure, or fraud (financial irregularity) related to the Bond Program expenditures, 2) the dollar impact would be significant, and 3) the impact on public perception/trust would be significant. Section III, Test of Controls, specifically addresses the internal control areas that have not been implemented or are not functioning adequately. [Methodology for Completing the Final Risk Assessment Matrix Phase II and Assigning the New Risk Score](#) (page 17).
- The level of risk is defined as follows [Methodology for Completing the Final Risk Assessment Matrix Phase II and Assigning the New Risk Score](#) (page 16):
 - Low** - There is a low likelihood that the District may be at risk for waste, improper expenditure or fraud (financial irregularity) related to the Bond Program expenditures, the dollar impact would be low, and the impact on public perception/trust would be low.
 - Medium** - It is possible that the District may be at risk for waste, improper expenditure or fraud (financial irregularity) related to the Bond Program expenditures, the dollar impact may be large, and there may be an impact on public perception/trust.
 - High** - There is a high likelihood that the District may be at risk for waste, improper expenditure or fraud (financial irregularity) related to the Bond Program expenditures, the dollar impact would be significant, and the impact on public perception/trust would be significant.

4. Other CBOC Actions and District Support in 2019

APPENDIX K: Bond Program Management Plan (PMP)

On May 8, 2019, the Board of Education approved a contract with Swinerton Management & Consulting (SMC) to assist the District to develop, draft and publish a Bond Program Management Plan (PMP).

The purpose of this Plan is to provide information to Bond Program participants on the procedures relevant to its execution. This Plan outlines all the processes for Bond Program activities, including, but not limited to, staffing, procurement, financial controls, document control, budgeting practices, master planning, scheduling, invoice/payment application review and processing, change order review and processing, and claims avoidance and management.

The Bond Program Management Plan intends to provide the West Contra Costa Unified School District with documentation of the internal controls that properly implement the District's policies, safeguard its assets, provide compliance with state and federal laws and regulations, and produce timely and accurate financial information.

The Plan has four specialized sections: Program & Operations, Administration, Fiscal, and Project Management. Each section includes a corresponding appendix, which includes attachments to describe the procedures for administering and managing the bond program and related projects. These descriptions do not replace the District's contract requirements. Rather, they provide supplemental information regarding management and day-to-day processes. The Plan will ensure that District staff has clear guidelines to follow, assist in training new members of the team by providing them with the initial and fundamental information they will need to meet the expectations of the West Contra Costa Unified School District, and provide consistency in process implementation.

Customizable Reports

In 2019, the District implemented AccountAbility from Colbi Technologies, which specializes in its ability to provide customizable reports. The following reports from AccountAbility will be prepared and presented for each CBOC meeting:

1. *Consolidated Budget Status Report: 2016 Master Plan*
2. *Consolidated Budget Status Report: Program-Wide*

Agreed-Upon District Monthly Status Reports to the CBOC

One of the significant types of consistent implementation contained in the PMP is the suite of monthly reports agreed-upon with the CBOC. The CBOC receives an update on the status of

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bond-funded projects at each regularly scheduled meeting of the CBOC. These include the following:

1. *Consolidated Budget Status Report: Program-wide*⁷⁰
Grouped by the School site, shows Total Budget, Total Commitments, and Total Expenditures for all projects in the Bond Program.
2. *Consolidated Budget Status Report: 2016 Facility Master Plan Projects*
Grouped by the School site, includes Total Budget, Total Commitments, and Total Expenditures for all projects in the 2016 Facilities Master Plan.
3. *Bond Program Spending to Date by Site*
Shows Current Board Approved Budget, Prior Year/Current Year and Total Expenditures, Remaining Commitments, and Board Approved Budget Balance for each school site. In addition, footnotes indicate whether the site includes Legacy or 2016 Master Plan projects and the status of those projects.
4. *Bond Program Financial Status, Report 13*
Provides a cash projection, including Cash Balance, Projected Revenues, Available Funds, Board Approved Budget, Current Budget Balances, and Project Cash Balances. It also includes pending State Facility Grants that are expected in future years, as well as the required funding needs for future Master Plan projects.
5. *Financial Impact of Report 13 Variance*
Demonstrates and provides an explanation for changes in Adjusted Cash Balance, Projected Available Funds, Projected Cash Balance, and State Facility Grants from month to month.
6. *Accounts Payable (AP) Check List - Fund 21*
Lists all Warrants issued during the prior month, including Vendor, Check Number, Check Date, Account Code, Invoice Number, Invoice Date, Invoice Amount, and Invoice Description. This report does not include payroll warrants.

⁷⁰ Report #2 (Appendix H)

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APPENDIX L: Recommendations Concerning Project Specification in Bond Measure Language

Guidelines and best practices for strong bond oversight put forth in Report #236 released in 2017, by the Little Hoover Commission, a bipartisan state board which works to foster economy, efficiency and improved services in the use of public funds included the following:

(Pg 17) Concerns shared by other CBOC's in California that "... districts are not following Proposition 39 requirements to specifically list projects that will be paid for with local bond proceeds. Some expressed concerns about the role that bond counsel, bond issuers and construction companies – all who stand to profit when a bond measure is enacted – play in supporting bond measures, often called "pay-to-play" practices. When bond measures are vague about what is going to be paid for with bond proceeds, it adds yet another hurdle to effective oversight by the bond oversight committees."

(Pg 8) Particular improvements in natural resource bond oversight—which could be a "model" for school bonds—including a three-part "accountability framework" implemented by executive order in 2006, by Governor Schwarzenegger. This framework required development of a strategic plan before bond money is spent, documentation to ensure projects stayed within cost and scope, and audits to check whether expenditures were in line with the strategic plan.

(Pg 20) Recommendations for Local Bond Oversight # 7) Recommended improvements be made in bond oversight, including that California's Governor and Legislature "update and overhaul the education code related to the Strict Accountability in Local School Construction Bonds Act of 2000", for example, "Require bond measures proposed to voters under the reduced threshold to include specific project lists.

In June 2019, the CBOC approved *Facilities Roadmap 2023 Excellence Every Day* including the following provisions under Features of a Transparent Bond Measure:

- Specified prioritized Project List with estimated cost of each project and a commitment to build the projects in the priority order promised.
- A statement in the ballot language that includes the total amount of bonds to be issued, the duration of the bonds debt service, an estimate of average annual tax rate provided by an official source.

5. Other General References

APPENDIX M: CBOC Member Roster and Bios

Who Served from January 2019 through September 14, 2020

***Dr. John Anderson**, Richmond Resident 2020-present
Subcommittee: Annual Report

Dr. Anderson has been a resident of Richmond since 1985. He served on the Contra Costa County Civil Grand Jury from 2018 to 2020. He has over 45 years of experience in design and construction of heavy civil works with emphasis on geotechnical and foundation engineering. He has served in various capacities for projects in the US and Internationally as chief engineer, project manager, technical consultant and design task lead. He attended Northwestern University in Evanston IL where he earned a BS in Civil Engineering, MS in Civil-Geotechnical Engineering and a PhD in Civil-Structural Engineering. He holds a California professional engineers license as a Civil Engineer and a California Geotechnical Engineering authority license. He has served as President and Board Member of the American Society of Civil Engineers (ASCE) Geo-Institute, President of the California Geotechnical Engineers Association, President of ASCE's Civil Engineering Certification Inc. and President of the Academy of GeoProfessionals. He was co-chairperson of the American Society of Civil Engineers Committee that addressed lessons learned from Hurricane Katrina and served for six years on the California Board of Registration for Professional Engineers and Land Surveyors Geotechnical Engineering Technical Advisory Committee.

***Ken Burns**, Building Trades Council 2020-present

Ken's personal statement: "...I have been a long time Richmond resident, but I am a 25 year member of the Operating Engineer Local #3 Union. Also, I am a local businessman in the City of Richmond. I am deeply rooted here in Richmond and Contra Costa County. I am a landlord of many properties throughout the city and I plan to make Richmond my home after my retirement...."

***Maisha Cole**, Richmond Resident, 2020-present

Maisha's personal statement: "I am a resident of Richmond and have two children who attend school in the district.

"When my children entered the public school system seven years ago, I wanted to learn as much as I could about the school; the school district and the K-12 education system. I realized very early on that I was not satisfied with the quality of education for students of color and I needed to make sure my children would get the best education possible. I became a volunteer

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at the school and took on several leadership positions. I am currently the PTA president and the School Site Council Chairperson.

“I have always been an advocate, not only for my children, but for children across the state. In order to affect change, one has to be involved in the process. Being an active participant within the WCCUSD, specifically on committees, would be the perfect opportunity for me to develop my knowledge of the district and attempt to make changes. I want to be informed about the school construction funding and work with the district to maintain the commitment to all students, staff and the community. The district has not always been transparent when it comes to expenditures, and this has greatly damaged the reputation in the community.

“It is going to take hard work and dedication from parents like me, who have the time and commitment to invest in rebuilding a relationship with the community. Tax payers need to have confidence that the school district will allocate bond funding in the most cost effective manner and that projects will be completed within budget and on time. I have not given up on the West Contra Costa Unified School District, which is why I would like to serve on this committee.”

***Sallie DeWitt**, Business Organizations, 2017-present

Subcommittees: Annual Report (2016, 2018 and 2019 Chairperson), Audit

Sallie attended public schools in the Bay Area and then received two degrees from UC Berkeley, a BA in History (Phi Beta Kappa) and an MBA. She and her husband, Jim DeWitt, have lived in Richmond since 1975. Their children and grandchildren attended WCCUSD schools, and now, two great grandchildren are at Washington School. Sallie is an ardent supporter of public education. In the 1990s, she founded the Many Hands Project at Washington School and served on the Board of the West Contra Costa Ed Fund. Starting in 1995, she worked at Chevron as an Education Outreach Coordinator and budget analyst, until she retired in 2015. She is motivated to ensure all public-school students receive a top-notch education and an opportunity to achieve their full potential. Sallie joined the CBOC in January 2017, wanting to put her experience in business planning, budgeting and variance analysis to work overseeing WCCUSD's bond program.

***Guadalupe (Calvario) Enllana**, Richmond Resident, 2019-present

Vice Chairperson

Guadalupe's personal statement: “I've been a lifelong Richmond resident. Student and parent of WCCUSD as well as a volunteer in a number of nonprofits within richmond. I want to now support the CBOC and have an opportunity to collaborate in the way Construction funds are properly spent. I've advocated as a citizen, I believe I can be an effective advocate as a member of the CBOC by bringing diversity and new ideas to the table. This will also help me see things from the financial perspective in governance. I am a team player and have great collaboration skills as well as very in depth when it comes to data and fine print of systems.”

Kathy Fleming, El Cerrito Resident, 2017-2019

Subcommittee: Vice Chair (2018 and 2019) and Annual Report (2017 Chairperson)

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Kathy was appointed to the CBOC in June of 2017. She is a resident of El Cerrito and a parent of two children, the oldest of which is a student in WCCUSD. Kathy brings 30 years of public education experience as a teacher and administrator, currently in San Francisco Unified School District (SFUSD) and previously in the Philadelphia Public Schools. Kathy is currently a Program Administrator for the SFUSD Visual and Performing Arts Department. Prior to this position, Kathy served for nine years as the Director of the SFUSD Public Education Enrichment Fund. In her administrative roles, Kathy is responsible for planning, budgeting and accountability activities to ensure funds are expended per legislation and school board approved annual budgets and plans as well as leading community and stakeholder engagement activities. Kathy welcomes her opportunity to serve on the CBOC and works to ensure transparency and accountability in the expenditure of voter approved bond funds.

***Don Gosney**, Senior Citizen Organizations, 2008-2012 and 2015-2020

Chair 2018, 2019 and 2020

Former Subcommittees: Bylaws (Chairperson), Audit (Co-Chairperson), Website (Chairperson), Nystrom Subcommittee, Site Visit

Don was first appointed to the CBOC in 2008, and he served two terms before terming out. He was reappointed in 2015 and since 2016 represents Richmond and Senior Citizens Organizations. Don attended high school in West County and graduated from JFK in 1972. He later studied theoretical physics at UC Berkeley and then worked for 49 years building petro-chemical complexes and serving the ranks of Organized Labor. Don is interested in serving on the CBOC because he says that every project needs another set of eyes looking at it to make sure it's done right, done economically, and done serving the best interests of the owner (in this case, the people). Don has worked with the Bond Program since before it first went to the voters in 1998.

Vanessa Hill, Parent Representative, 2018 - 2020, Audit Subcommittee 2018

Vanessa attended public schools in Oregon and California before attending Pepperdine University for her undergraduate degree in accounting and University of San Francisco for her MBA with emphasis in finance. She has lived in El Cerrito with her husband since 1999 and her two sons attend WCCUSD schools. Vanessa is a co-founder and partner of Evidentia Consulting, LLP, a forensic accounting and consulting firm with offices in Berkeley and Redwood City. Her work includes serving as an expert witness on accounting and economic damage issues for business disputes as well as providing economic loss analysis for individuals in wrongful termination, personal injury, and wrongful death litigation. A strong supporter of public education, Vanessa joined the CBOC in July 2018 to support the continued upgrading of our school facilities.

***Lorraine Humes**, West Contra Costa County Taxpayers' Association Representative, 2019-present

I have been a resident of San Pablo for approximately 40 years. I retired after working 29 years

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as a food microbiologist from the U.S. Department of Food and Drug. I have no children but know the value to society in having every child get a good education. I am also a taxpayer and want to provide our children with a safe and interesting learning environment at a reasonable price to me. I got interested in the CBOC when our last school construction bond was trying to be passed and when I heard that there was a committee vacancy, I asked to be our taxpayer's association representative on the committee.

***Anton Jungherr**, City of Hercules Representative January 2004 – July 2006, Board of Trustee Representative May 2009 – April 2010, Senior Citizen Representative May 2010 – April 2011, Board of Trustee Representative February 2015 – November 2015, Contra Costa Taxpayers Association Representative December 2015 – February 2017, City of Hercules Representative March 2017 – February 2021.

ajungherr@aol.com, 510.697.7212

Subcommittees: Audit, Bylaws, Annual Report, Website

Anton was first appointed to the CBOC in 2004 and served as Secretary and the Executive Director (volunteer) and Audit Subcommittee (co-chair). Anton is a Co-Founder of the California League of Bond Oversight Committees and has served as Board Director, and Executive Director. Anton served as Associate Superintendent Berkeley Unified School District, CA; Deputy Superintendent for San Francisco Unified School District, CA; Deputy Superintendent of Yonkers School District, NY, Director of Finance, Newark, NJ, Controller City of Anchorage, AK, Controller of Anchorage School District, AK, Assistant City Manager Lake Forest, IL, Founding Business Manager Making Waves Academy (public charter school). Anton is the coauthor of Operational PPBS (Planning -Programming-Budgeting-Systems for Education.) He earned his Master of Education degree in Educational Administration from Columbia University, received a Master of Public Administration degree from Syracuse University and a B.S. in Business Administration from the University of Connecticut.

***Cameron "Mac" Moore**, Parent and PTA, 2016-2020

CBOC Secretary 2017, 2018 and 2019

Mac has lived in West County for 15 years and has two kids in WCCUSD schools. He has a B.A. in Mathematics and Anthropology from Middlebury College in Vermont, and an M.B.A. in Finance from New York University. After a career in finance in New York City, Mac has worked in the solar energy industry for over 20 years, most recently for a company that develops and operates large solar power projects. He joined the CBOC because he believes that all children should be able to attend safe and attractive public schools.

Gregg Visineau, Senior Citizen Organization, 2017-2020

gvisineau@gmail.com, 510.236.0761

Subcommittees: Annual Report, Audit

I have been a member of the CBOC since April 2017. I have been involved in District affairs much longer. My family and I are 37-year residents of El Cerrito, with two grown sons who attended Castro Elementary, Portola Middle and El Cerrito High Schools beginning in 1993. We have been active PTA members, Site Council members and school parents throughout that time. We have witnessed firsthand an activist Superintendent (with a quiescent Board) lead the

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District to bankruptcy in the late 1980's. Recently we have witnessed activist Board members (with a laissez faire Superintendent) lead the District into Grand Jury, Securities & Exchange Commission and Forensic Accounting investigations. I have regularly attended Board of Education, CBOC, Audit, Facilities Subcommittee and Governance Subcommittee meetings. I have presented written and oral Public Comments to all of them on topics as diverse as bond funding for technology purchases; conflicts of interest for Board members; and learning from past school design and construction errors to improve on future projects. My education includes degrees in mechanical engineering, naval architecture and business. My professional skills reflect time spent in mergers and acquisitions; economic and project analysis; strategic planning; emergency response; project finance; supply chain management; logistics and trading; and asset management.

*Current members as of September 14, 2020.

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APPENDIX N: CBOC Annual Report Chronology 1998 - 2020

The WCCUSD has received voter approval for 6 local school bond measures since 1998 (see Appendix A for details), the last four of which have been approved under the conditions of California State Proposition 39 (see Appendix A for more information). These are 2002's Measure D (2002 - D), 2005 - J, 2010 - D and 2012 - E. Under the requirements of Proposition 39 (enshrined in the California Education Code), the District commissioned its CBOC in 2002; it began operations in early 2003. With respect to CBOC annual reports, the Education Code Section 15820.(b) says:

“The Citizens Bond Oversight Committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year”.

Here is the chronology of those annual reports from the WCCUSD CBOC since its inception.

Annual Report	Delivered	Chairperson	Type of Report
AR2003	Dec 2003	Mr Richard King	A 3-page letter from the CBOC to the WCCUSD.
AR2004	NO ANNUAL REPORT		
AR2005	NO ANNUAL REPORT		
AR2006	Jan 2008	Mr William Savidge	A 5-page letter from the CBOC Audit Subcommittee to the WCCUSD.
AR2007	Dec 2008	None shown	3-page “Executive Summary”-style.
AR2008	Mar 2010	Ms Sue Pricco	1st real “Annual Report”-type format. 15-pages.
AR2009	NO ANNUAL REPORT		
AR2010	Feb 2012	None shown	The first of 5 consecutive “glossy brochure”-style AR’s with content, verbiage, photo’s, formatting and production by the WCCUSD. 3-pages.
AR2011	Nov 2012	None shown	The second of 5, same District sourcing and production as AR2010. 2-page glossy brochure.
AR2012	Dec 2013	None shown	The third of 5, same District sourcing and production as AR2010 and AR2011. 2-page glossy brochure.

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Annual Report	Delivered	Chairperson	Type of Report
AR2013	Jan 2015	None shown	The fourth of 5, same District sourcing and production as AR2010, AR2011 and AR2012. 3-page glossy brochure.
AR2014	Apr 2015	None shown	The fifth of 5, same District sourcing and production as AR2010, AR2011, AR2012 and AR2013. 3-page glossy brochure.
AR2015	Jun 2016	Mr Anton Jungherr	Composed and produced by the CBOC's ad hoc Annual Report Subcommittee for AR2015. 188-pages, including appendices.
AR2016	Aug 2017	Ms Sallie DeWitt	Composed and produced by the CBOC's ad hoc Annual Report Subcommittee for AR2016. 48-pages, including appendices.
AR2017	Aug 2018	Ms Kathy Fleming	Composed and produced by the CBOC's ad hoc Annual Report Subcommittee for AR2017. 91-pages, including appendices.
AR2018	Aug 2019	Ms Sallie DeWitt	Composed and produced by the CBOC's ad hoc Annual Report Subcommittee for AR2018. 102 pages, including appendices.
AR2019	Nov 2020	Ms Sallie DeWitt/Ms Lorraine Humes	Composed and produced by the CBOC's ad hoc Annual Report Subcommittee for AR2019. XX-pages, including appendices.

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APPENDIX O: Other References & Links

Purpose: To provide references and online links to documents that support the work of the West Contra Costa Unified School District (WCCUSD) Citizens' Bond Oversight Committee (CBOC).

- The purpose, role and responsibilities of the Citizens' Bond Oversight Committee is governed by California Constitutional Amendment Proposition 39 (2000)⁷¹, California Education Code⁷², WCCUSD Board of Education Policy⁷³ (BP 7214.2 Facilities) and the CBOC's Bylaws⁷⁴.
- Various bond resolutions approved by the Board of Education and various ballot measures approved by the voters authorized \$1,630,000,000 of general obligations bonds the principal and interest to be paid by the taxpayers of the WCCUSD (ref: WCCUSD Bond Measure Information⁷⁵.)
- The Board of Education, on June 15, 2016, approved a Five Year 2016-2021 Master Facilities Plan⁷⁶ for twenty-one (21) projects in an amount of \$181,800,000 based on the available bond monies that had been previously approved by the voters.
- A forensic accounting investigation⁷⁷ of the school construction program was performed Vincenti, Lloyd & Stutzman, LLP (VLS) in 2015-16. The District has established a Task Force to implement the 112 recommendations made by the forensic investigator.
- CBOC activities including agenda packets, minutes and voice records are available on the CBOC website⁷⁸. Subcommittee agenda, minutes, voice recordings and reports are also available on the Subcommittee website. Information on how to join the CBOC is also available. District reports given to the CBOC.
- WCCUSD Financial and Performance Audits can be viewed on the CBOC website: www.wccusd-bond-oversight.com

⁷¹ www.calboc.com/proposition-39.html or www.wccusd.net/cms/lib/CA01001466/Centricity/domain/1873/Regulatory%20Documents/Prop39.pdf

⁷² www.calboc.com/education-code.html

⁷³ www.wccusd.net/cms/lib/CA01001466/Centricity/domain/1873/Regulatory%20Documents/Board%20Policy%207214.2.pdf / Language for Measure R can be found in Annual report 2019, Appendix R

⁷⁴ www.wccusd.net/cms/lib03/CA01001466/Centricity/Domain/1873/Regulatory%20Documents/CBOC%20By-Laws%20Rev%202014.pdf

⁷⁵ www.wccusd.net/domain/1873

⁷⁶ www.wccusd.net/Page/6945 / Facilities Master Plan.

⁷⁷ www.wccusd.net/domain/1723 / Forensic Accounting Investigation

⁷⁸ www.wccusd.net/cboc / CBOC Website

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- The [California League of Bond Oversight Committees \(CalBOC\)](#)⁷⁹ has an excellent website with training resources for CBOC members. They also publish a free newsletter on CBOC activities throughout California.
- [The California Little Hoover Commission](#)⁸⁰, a State Agency to promote economy and efficiency in State and local governments, issued a [report in February 2018](#)⁸¹ with recommendations to improve the effectiveness of CBOCs. The [California's Coalition for Adequate School Housing](#)⁸² issued in 2014 an important report on school construction costs in California.
- [A Moss Adams LLC webcast](#)⁸³, presented by Mark Steranka, Partner, Advisory Services, on May 21, 2019. Effective risk mitigation, strong internal controls, and efficient operations are the cornerstones of successful organizations. Join us for part one of our internal audit webinar series in which we'll address ***how a comprehensive internal audit program can help your organization enhance efficiency, effectiveness, transparency, and safety, while better meeting regulatory requirements***. Moss Adams LLC is currently under contract with WCCUSD for performance audits through FY2020, and a final review of recommendations that came out of the 2016 Forensic Accounting Recommendation.
- On November 20, 2019, WCCUSD's Board of Education approved wording for ballot Measure R which was approved by voters in March, 2020. The [full text of Measure R](#)⁸⁴ can be found on the CBOC's website.
 - Youtube videos of the architectural concept (WLC), construction (WinthropConstruction Associates, Inc) and grand opening ceremonies for Pinole Valley High School⁸⁵

⁷⁹www.calboc.net

⁸⁰www.lhc.ca.gov

⁸¹<https://lhc.ca.gov/report-library>

⁸²www.cashnet.org/

⁸³<https://www.youtube.com/watch?v=Y9wcd7-yHZc>

⁸⁴<https://www.wccusd.net/cms/lib/CA01001466/Centricity/Domain/1873/Measure%20R%20Text.pdf>

⁸⁵WLC architects <https://www.youtube.com/watch?v=bLrmAEo6lrs>

Winthrop contractor <https://www.youtube.com/watch?v=nrsQn9ra8KA>

Pinole Valley High School <https://www.youtube.com/watch?v=IHpROZcnQQs>

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APPENDIX P: Measure D (2010) & Measure E (2012)

Listed Projects and Ballot Wording

Source: California League of Women Voters of California Education Fund via “smartvoter.org”

June 8, 2010 Election Measure D: \$380,000,000	November 6, 2012 Election Measure E, \$360,000,000
“PRIORITY SCHOOL PROJECTS LIST”	“PROJECT LIST”
“School Renovation, Repair and Upgrade Projects”	
Repair, upgrade and replace worn-out leaking roofs.	← Same as Measure D (indicated at left)
Replace existing wiring systems to meet current electrical and accessibility codes.	← Same as Measure D (indicated at left)
Additional electrical service capacity to relieve currently overloaded electrical systems.	← Same as Measure D (indicated at left)
Replace existing water, sewer, plumbing and storm drain systems to meet current codes, including the elimination of lead-containing fixtures.	← Same as Measure D (indicated at left)
Upgrade aging and deteriorating school restrooms.	← Same as Measure D (indicated at left)
Replace older ceilings, heating, ventilation, air conditioning and lighting systems with building code compliant, energy efficient systems.	← Same as Measure D (indicated at left)
Install code-compliant ventilating systems in restrooms.	Not Listed in Measure E
Provide improved, upgraded computer labs.	← Same as Measure D (indicated at left)
(1) Upgrade and equip classrooms, science labs, multipurpose rooms, physical education facilities, kitchens, auditoriums, libraries, arts and music rooms, childcare, preschool, adult education and educational support spaces.	Upgrade and equip classrooms, science labs and multipurpose rooms and facilities. See also (1) below
Classroom interiors will receive new paint, carpet/vinyl tile/asbestos abatement, white marker boards, tackable surfaces, storage for instructional materials and equipment.	Not Listed in Measure E
(2) Federal and State-mandated Americans with Disabilities Act (ADA) accessibility upgrades including site access, parking, staff and student restrooms, relocation of some existing electrical devices, drinking fountains, playground equipment, etc.	Not Listed here; see (2) below for Measure E
Replace old, portable classrooms.	← Same as Measure D (indicated at left)
Repair aging schools.	← Same as Measure D (indicated at left)

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June 8, 2010 Election Measure D: \$380,000,000	November 6, 2012 Election Measure E, \$360,000,000
“PRIORITY SCHOOL PROJECTS LIST”	“PROJECT LIST”
“School Health, Safety and Security, Earthquake Safety and Energy Efficiency School Projects”	
Install new security systems, such as security (surveillance) cameras, outdoor lighting, fencing, gates and classroom door locks.	← Same as Measure D (indicated at left)
Remove or abate asbestos, lead paint, mold and hazardous materials.	← Same as Measure D (indicated at left)
Upgrade emergency communication systems.	← Same as Measure D (indicated at left)
Fire alarm systems upgraded to automatic systems, repair fire safety equipment, add sprinklers and fire safety doors.	← Same as Measure D (indicated at left)
Upgrades to schools to meet handicap accessibility requirements.	← Same as Measure D (indicated at left)
Acquire and install a card access system.	Not Listed in Measure E
Inspect for/repair gas pipe leaks.	Not Listed in Measure E
Replace/upgrade existing signage, bells and clocks.	← Same as Measure D (indicated at left)
Install/replace/upgrade security fencing, cameras and exterior lighting, and establish a standard of complete fencing in good repair at all schools.	Not Listed in Measure E
Replace/upgrade existing security and irrigation systems.	Not Listed in Measure E
Install energy efficient systems, including solar panels, energy efficient heating, ventilation, and cooling systems for cost savings and energy efficiency.	← Same as Measure D (indicated at left)
Replace existing window systems with energy efficient systems.	← Same as Measure D (indicated at left)
Upgrade site playground equipment replacement to meet current safety standards.	← Same as Measure D (indicated at left)
(3) Relocate or improve student drop-off areas for safety, including a separate area for buses.	Not Listed here; see (3) below for Measure E.
Inspect and improve play area fields for safety and drainage.	Not Listed in Measure E
Replace existing doors, door frames and ceilings.	Not Listed in Measure E
Add emergency exits for faster evacuation in an emergency.	Not Listed in Measure E
Upgrade school site parking, utilities and grounds.	Not Listed in Measure E
Repair termite damage to structures and doors/door frames.	Not Listed in Measure E
Strengthen and repair schools and classrooms vulnerable to serious damage in a major earthquake, as required by State law.	Not Listed in Measure E

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June 8, 2010 Election Measure D: \$380,000,000	November 6, 2012 Election Measure E, \$360,000,000
“PRIORITY SCHOOL PROJECTS LIST”	“PROJECT LIST”
“District-Wide Wiring and Instructional Technology for Effective Learning Environment and Job Training Projects”	
Update computer labs.	Not Listed in Measure E
Provide and maintain upgraded technology, data and communication equipment.	← Same as Measure D (indicated at left)
Upgrade and expand wireless systems, telecommunications, Internet access.	← Same as Measure D (indicated at left)
Upgrade and replace computers, hardware and software systems.	← Same as Measure D (indicated at left)
Upgrade and replace classroom furniture, equipment and instructional aids.	← Same as Measure D (indicated at left)
Upgrade media and audio/visual equipment.	← Same as Measure D (indicated at left)
Expand bandwidth to allow student greater access to the Internet.	← Same as Measure D (indicated at left)
Install up-to-date learning technology and equipment used in job training programs.	← Same as Measure D (indicated at left)
No Further Projects (or Project Categories) Listed in Measure D	“New Construction Education Enhancement/ Class Size Reduction Projects at School Sites”
Similar to (1) above for Measure D →	(1) Multi-purpose rooms, including the cafeteria, serving kitchen, staff and student bathrooms, storage, educational support spaces, and classrooms.
Not Listed in Measure D	New classrooms/classroom buildings, which will reduce dependency on portable classrooms.
Not Listed in Measure D	Lunch shelters, playground equipment and playground storage for outdoor activities.
Similar to (2) above for Measure D →	(2) ADA accessibility upgrades as mandated by the Division of the State Architect (DSA).
Not Listed in Measure D	Additional electrical service capacity.
Not Listed in Measure D	Additional staff and student restrooms.
Similar to (3) above for Measure D →	(3) Additional staff, visitor and student parking/drop-off areas.

Ballot Summary Wording⁸⁶

Measure D: “To make schools safe, complete essential health/safety repairs, qualify for State matching grants, shall West Contra Costa Unified School District upgrade schools for earthquake safety/handicap accessibility, remove asbestos, upgrade restrooms, vocational classrooms/technology/energy systems to reduce costs, install lighting and security systems, acquire, repair, construct, equipment/sites/facilities, by issuing \$380,000,000 in bonds within legal rates and bonding capacity limits with independent audits, citizen oversight, and no money for administrators’ salaries?”

Measure E: “To make schools safe, complete essential health/safety repairs, qualify for State matching grants, shall West Contra Costa Unified School District upgrade schools for earthquake safety and handicap accessibility, remove asbestos, upgrade science labs, restrooms, vocational classrooms, technology and energy systems to reduce costs, install lighting and security systems, and acquire, repair, construct, equipment, sites and facilities, by issuing \$360,000,000 in bonds within legal rates and bonding capacity limits with independent audits, citizen oversight, and no money for administrators’ salaries?”

⁸⁶ Ballot wording and election results are readily available from the *Ballotpedia* website. The full text of the ballot measure – not just what appears on the sample & actual election day ballots (directly above) – is archived by the *California League of Women Voters of California Education Fund* and is the basis for transcribing the WCCUSD Measure D and Measure E “Listed Projects” quoted in the table above (from the “smartvoter.org” website).

APPENDIX Q: Overview of “Prop 39 Bonds”

The interplay between Proposition 39, the California Education Code and the California State Constitution (facilitated by California Assembly Bill 1908), is important for understanding the auditing and other requirements which make a local school bond measure – and the management of the subsequent bond program by the school district – “Prop 39 compliant” in the eyes of the law.

Proposition 39, AB1908 and the California Education Code

Proposition 39, the “*Smaller Classes, Safer Schools and Financial Accountability Act* (School Facilities; 55% Local Vote; Bonds, Taxes; Accountability Requirements)” was passed by the voters of California in November 2000. A major element of interest to both school districts and the voters was the ability to reduce the threshold for passing a new local school bond measure from two-thirds to 55% if certain conditions were met.

Assembly Bill (AB) 1908 was passed by the California State Assembly in June 2000, to enhance the favorability of Proposition 39 with the voters and to enable its implementation (should it pass, which it did in November 2000).

Proposition 39 and AB1908 amended the **California State Constitution** (see verbatim text later in this appendix) and the California Education Code (see key elements immediately below).

The California Education Code, Sections 15278, 15280 and 15282, deal with the requirement for; the scope of; school district support for; and the membership of a “*Citizens’ [Bond] Oversight Committee*” (a CBOC), as a result of the passage of Proposition 39.

Sections 15264 – 15276 deal with the “*General Provisions*” of “*Strict Accountability in Local School Construction Bonds*”, but with particular reference to the above-cited provisions in the California State Constitution, as a result of the passage of Proposition 39.

From Moss Adams LLP “*Bond Program Performance Audit*” for FY 2018

“A Construction Bond Program performance audit is required for WCCUSD Measure D (2010) and Measure E (2012) Construction Bonds by Proposition 39, State Constitution Article XII A, and Education Code Section 15272. These State requirements specify that the proceeds from the sale of school facilities bonds are expended only on Listed Projects. Both the State Constitution and Education Code require an annual independent performance audit to verify Bond proceeds are used on Listed Projects. Listed Projects are defined as follows:

“School district boards are required to evaluate safety, class size reduction, and information technology needs in developing a list of specific projects to present to the voters” and “Before they vote, voters will be given a list of specific projects their bond money will be used for.”

See Appendix P for the WCCUSD’s Measure D & Measure E Listed Projects.

The California State Constitution re “Prop 39 Bonds”

Article XIII: Taxation

Article XIII A: Tax Limitation

Section 1: Ad Valorem Tax on Real Property

Subdivision (a): [Maximum 1% Ad Valorem Tax on Real Property]

Subdivision (b): “The limitation provided for in Subdivision (a) shall not apply to ad valorem taxes or special assessments to pay the interest and redemption charges on any of the following:”

Part (3): “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) – (D), below]:”

“(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) [above], and not for any other purpose, including teacher and administrator salaries and other school operating expenses.”
--

“(B): A list of the specific school facilities projects to be funded and certification that the school district board, community college board, or county office of education has evaluated safety, class size reduction, and information technology needs in developing that list.”
--

“(C): A requirement that the school district board, community college board, or county office of education conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.”
--

“(D): A requirement that the school district board, community college board, or county office of education conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects.”
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APPENDIX R: Measure R Approved by the Board in 2019

BALLOT SUMMARY STATEMENT

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT CLASSROOM MODERNIZATION AND SAFETY UPDATE MEASURE. To repair, upgrade neighborhood schools, shall West Contra Costa Unified School District modernize core classrooms; provide safe, secure school environments, including updated technology and air conditioning, that improve academic achievement and provide relevant career pathways for all students, by issuing \$575 million of bonds, at legal rates, averaging \$34.48 million annually while bonds are outstanding, at 6¢ per \$100 assessed value, with strict citizens' oversight, annual audits and all money for local schools?

FULL TEXT⁸⁷

PROJECT LIST

The Board of Education of the West Contra Costa Unified School District certifies that it has evaluated the District's urgent and critical school needs, including school and student safety issues, enrollment trends, class size reduction, student capacity, energy efficiency and information technology, seismic safety requirements, and aging, outdated or deteriorating school buildings in developing the scope of projects to be funded. In developing the scope of projects, the District has prioritized the key health and safety and sustainability needs so that the most critical school site needs are addressed. The District conducted an evaluation of its school sites, and this study concluded that if these needs were not addressed now, the problem would only get worse and more expensive to address in the future. In approving this Project List, the Board of Education determines that the District should:

- (i) Upgrade classrooms to support the core academics of math, science, reading and writing.
- (ii) Upgrade technology and science labs.
 - (iii) Provide safe and secure school sites.
 - (iv) Upgrade and install air conditioning to classrooms.
 - (v) Provide classrooms for job training to prepare students for the workforce.
 - (vi) Qualify for millions of dollars of State matching funds.
 - (vii) Adhere to specific FISCAL ACCOUNTABILITY safeguards such as these:
 - (a) Sacramento will be prohibited from taking any of the funds raised.
 - (b) All expenditures will be subject to annual independent financial and performance audits.
- (c) No funds will be used for administrators' salaries or pensions.
- (d) All funds will be subject to local control and provide improvements at all of our schools.

⁸⁷ Available on the CBOC's website (Oct 13, 2020):
<https://www.wccusd.net/cms/lib/CA01001466/Centricity/Domain/1873/Measure%20R%20Text.pdf>

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(e) An independent citizens' oversight committee will be appointed to ensure that all funds are spent only as authorized.

(viii) Develop a method of using proceeds of the Bonds in part to provide for a tax rate stabilization fund with the County, to insure that target tax rates for property owners within the District on this and prior Bond Measures supporting the Bond Construction Program of the District can be stabilized.

Priority School Projects

Prior to developing the Project List set forth below, the District has conducted a study, incorporated into the District's Long Range Facilities Master Plan (<https://www.wccusd.net/Page/6945>), to determine the most compelling capital needs among the District's schools. While any Project included on this Project List may be undertaken at any of the District's schools or sites, the District has identified 21 Priority Schools, taking factors such as facility age, years since the last improvements were made, ADA needs, student demographics, capacity and existing technology into account. The Priority Schools include the following:

Early Intervention and Elementary Schools: Cameron School, Chavez Elementary School, Collins Elementary School, Fairmont Elementary School, Grant Elementary School, Highland Elementary School, Lake Elementary School, Ohlone Elementary School, Olinda Elementary School, Riverside Elementary School, Serra/West County Mandarin School, Shannon Elementary School, Stege Elementary School, Valley View Elementary School, and Wilson Elementary School.

Middle Schools, High Schools and Adult Schools: Crespi Middle School, Hercules Middle School, Hercules High School, Kennedy High School, Richmond High School, and Alvarado Adult School.

The Board of Education intends to apply proceeds of the bonds to make improvements included on the below Project List at these Priority Schools and other schools of the District, taking into account the timing of bond issues, school schedules and the most vital needs of the District's students. The Project List was developed based on the District's Long Range Facilities Master Plan, and includes safety upgrades at all schools and the construction, reconstruction, rehabilitation, furnishing and equipping of school facilities at any current or future site in the event of an unforeseen or catastrophic event.

The Project List includes the following types of projects:

School Construction, Renovation, Repair and Upgrade Projects

Goal and Purpose: Schools will benefit from the modernization, renovation, repair, upgrade, construction, furnishing and equipping of deteriorating, outdated school buildings, science labs, classrooms, multipurpose rooms, technical education and school libraries and equipment, in order to ensure compliance with handicap accessibility requirements and that students and teachers have the resources they need to excel and students are prepared for college and the real world when they graduate, by undertaking the following:

Repair, upgrade and replace worn-out leaking roofs.

Replace existing wiring systems to meet current electrical and accessibility codes.

Additional electrical service capacity to relieve currently overloaded electrical systems.

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Replace existing water, sewer, plumbing and storm drain systems to meet current codes.

Upgrade aging and deteriorating school restrooms.

Upgrade and equip classrooms, science and STEAM labs and multipurpose rooms and facilities.

Comply with Federal and State-mandated Americans with Disabilities Act (ADA) handicap accessibility requirements.

Upgrade aging schools and replace old portable classrooms with new construction, including potential construction of one or more new schools or reconstruction of existing school sites, or portions thereof.

School Health, Safety and Security, Earthquake Safety and Energy Efficiency School Projects

Goal and Purpose: To ensure that the learning process is not interrupted by gangs and drugs or juvenile crime, to maintain healthy students and improve daily attendance, to help attract and retain excellent teachers, and to deter vandalism, schools and school sites will benefit from a variety of health and safety projects, such as:

Student Safety

Install new security systems, such as security (surveillance) cameras, outdoor lighting, fencing, gates and classroom door locks.

Remove or abate asbestos, lead paint, mold and other hazardous materials. Upgrade emergency communication systems.

Upgrade fire alarm systems to automatic systems, repair and replace fire safety equipment, add sprinklers and fire safety doors.

Upgrades to schools in order to meet handicap accessibility requirements. Replace/upgrade existing signage, bells and clocks.

Upgrade and replace playground equipment and athletic fields to meet current safety standards.

Energy Efficiency—Returning Savings to the Classrooms.

Install energy-efficient systems, including windows, solar panels, energy-efficient heating, ventilation and cooling systems for cost savings and energy efficiency.

Upgrade and install classroom air conditioning.

Replace older ceilings, heating, ventilation, air conditioning and lighting systems with building code-compliant, energy-efficient systems. District-Wide Wiring and Instructional Technology Projects

For Effective Learning Environment and Job Training

Goal and Purpose: To upgrade technology, improve both current instruction methods and to expand job training programs by applying modern technology infrastructure:

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Provide and maintain upgraded and updated technology, data and communication equipment.

Upgrade and expand wireless systems, telecommunications and internet access.

Upgrade and replace computers, hardware and software systems.

Upgrade and replace classroom furniture, equipment and instructional aids. Upgrade media and audio/visual equipment.

Expand bandwidth to allow students greater access to the Internet.

Construct new facilities and install up-to-date learning technology and equipment to be used in job programs.

Listed building, repair and rehabilitation projects and upgrades may be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, and similar planning costs, program/project management, staff training expenses and a customary contingency for unforeseen design and construction costs. In addition to the listed repair and construction projects stated above, the Project List also includes the acquisition of a variety of instructional, maintenance and operational equipment; the reduction or retirement of outstanding lease or capital facility note obligations, including interim funding incurred to advance fund projects from the Project List, or the reimbursement of the District for such reduction, as well as the refinancing of outstanding general obligation bond debt of the District and creation of a fund to stabilize tax rates levied on District property owners; the construction, reconstruction, remodeling, upgrading and furnishing of new classrooms or schools, if necessary, to serve students; the construction, reconstruction, remodeling, modernization, upgrading and furnishing of performing arts facilities and schools, which may include classrooms, practice rooms, art studios and galleries, a theater with stage, backstage, scene shop, costume shop, dressing rooms, lighting system, sound system, recording system, orchestra pit, public lobby, box office, and other related services, the acquisition of land and/or the construction, reconstruction, remodeling, upgrading and furnishing of administrative support spaces and district administrative offices; installation of signage and fencing; the payment of the costs of preparation of all facility planning, facility assessment reviews, facility master plan updates, environmental studies (including environmental investigation, remediation and monitoring) and construction documentation; gymnasium and athletic facilities and field upgrades; the acquisition or prepayment of outstanding ground leases, acquiring and leasing of real property for school facilities, including the purchase of leased facilities and the refinancing of outstanding lease obligations; acquiring or leasing of staff parking or transportation lots; paving of parking lots, play areas, and other ground surfaces at schools or school sites; acquiring and leasing of property for temporary housing of dislocated District activities caused by bond projects and the completion of projects authorized under the District's 2010 Measure D and 2012 Measure E projects, previously approved by the voters. The upgrading of technology infrastructure includes, but is not limited to, computers, LCD projectors, portable interface devices, servers, switches, routers, modules, sound projection, card access systems, laser printers, digital white boards, document projectors, upgraded voice-over IP, call manager and network security/firewall, and other miscellaneous equipment and software. Any project on this Project List may be undertaken at any current or future school site, including Priority Schools. In the event an unforeseen catastrophic event occurs in the District, proceeds may be used for the construction, reconstruction, rehabilitation, furnishing and equipping of school facilities at affected sites. The District will pursue the maximum amount of State matching funds available to complete the Projects.

In addition to the projects listed above, the construction, reconstruction, upgrading, repair and renovation of each of the existing school facilities may include, but not be limited to, some or all of the following:

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renovation of student and staff restrooms; upgrade of facilities to reduce fire risks; repair and replacement of worn-out and leaky roofs, windows, walls, doors and drinking fountains; demolition of unsafe schools or facilities; installation of wiring and electrical systems to safely accommodate computers, technology and other electrical devices and needs; resurfacing or replacing of hard courts, turf and irrigation systems and campus landscaping; building new and/or renovating existing gymnasiums and high school stadiums; upgrading or replacing inadequate libraries and multi-purpose rooms, or construction of new libraries and multi-purpose rooms; upgrading locker rooms; installing lunch shelters, artificial turf, and bleachers; improving sanitation and recycling; replacing and expanding parking lots; building a new stadium; installing interior and exterior painting and floor covering; installing covered walkways or shelters; adding administrative support spaces; upgrading school site kitchens; repairing rubberized play apparatus surfaces; demolition; and construction of various forms of storage and support spaces; upgrading classrooms; repairing, upgrading and installing interior and exterior lighting systems; and replacing outdated security fences and security systems.

The allocation of bond proceeds will be affected by the District's receipt of State matching funds and the final costs of each project. Approval of Measure ____ does not guarantee that the proposed Project or Projects within the District that are the subject of bonds under Measure ____ will be funded beyond the local revenues generated by Measure _____. The District 's proposal for the project or projects may assume the receipt of matching state funds, which could be subject to appropriation by the Legislature or approval of a statewide bond measure. In the absence of State matching funds, which the District will aggressively pursue to reduce the District 's share of the costs of the projects, the District may not be able to complete all of the projects listed above. The budget for each project is an estimate and may be affected by factors beyond the District 's control.

The final cost of each project will be determined as plans are finalized, construction bids are awarded and projects are completed. Based on the final costs of each project, certain projects described above may be delayed or may not be completed. Demolition of existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating more enhanced and operationally efficient campuses. Necessary site preparation/restoration may occur in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing or installing irrigation, storm drain, and utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property. Proceeds of the bonds may be used to pay or reimburse the District for the costs of District staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the specific purposes identified herein. In order to fund the projects and prior to the issuance of any bonds authorized by this Measure, the District may seek one or more waivers from the State Board of Education of the applicable bonding limit requirements of Section 15106 of the Education Code. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

As required by the California Constitution, the proceeds from the sale of the bonds will be used only for the provision of school facilities by construction, reconstruction, rehabilitation, refinancing or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease or real property for school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

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The District will conduct an annual, independent performance audit to ensure that the funds have been expended only on projects included in the Project List set forth above.

The District will conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended on projects included in the Project List set forth above.

Pursuant to Section 15772 of the Education Code, the Board will appoint a citizens' oversight committee and conduct annual independent audits to assure that bond proceeds are spent only on projects included in the Project List set forth above and for no other purposes.

NO ADMINISTRATOR SALARIES. PROCEEDS FROM THE SALE OF THE BONDS AUTHORIZED BY THIS PROPOSITION SHALL BE USED ONLY FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, REHABILITATION, OR REPLACEMENT OF SCHOOL FACILITIES, INCLUDING THE FURNISHING AND EQUIPPING OF FACILITIES, AND NOT FOR ANY OTHER PURPOSE, INCLUDING PENSIONS, TEACHER AND SCHOOL ADMINISTRATOR SALARIES AND OTHER OPERATING EXPENSES.

FISCAL ACCOUNTABILITY. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS.

BYLAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE (EDUCATION CODE SECTION 15278 ET SEQ.) TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' BOND OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATIVES OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' BOND OVERSIGHT COMMITTEE.

Available on the CBOC's website (Oct 13, 2020):

<https://www.wccusd.net/cms/lib/CA01001466/Centricity/Domain/1873/Measure%20R%20Text.pdf>