OJAI UNIFIED SCHOOL DISTRICT

OPEN SESSION OF THE OJAI UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE

THE PUBLIC IS WELCOME TO COMMENT ON ANY AGENDA ITEM. TO ADDRESS THE COMMITTEE, PLEASE COMPLETE A "SPECIAL PRESENTATIONS REQUEST" FORM LOCATED AT THE BACK OF THE ROOM AND SUBMIT IT TO THE RECORDING SECRETARY BEFORE THE SESSION BEGINS. THE CHAIRPERSON USUALLY LIMITS INDIVIDUAL COMMENTS TO THREE MINUTES, BUT MAY MODIFY THE TIME LIMIT AT HIS/HER DISCRETION IN ORDER TO ASSURE THAT THE COMMITTEE TAKES CARE OF DISTRICT BUSINESS. THE CHAIRPERSON MAY ALSO CONSIDER REQUESTS SUBMITTED AFTER THE MEETING HAS BEGUN OR MAY CALL ON MEMBERS OF THE AUDIENCE FOR COMMENT.

ALL DOCUMENTS PROVIDED WITHIN 72 HOURS BEFORE THE MEETING TO MEMBERS OF THE COMMITTEE CONCERNING OPEN SESSION OF THIS MEETING MAY BE VIEWED BY THE PUBLIC AT THE SUPERINTENDENT'S OFFICE, OJAI UNIFIED SCHOOL DISTRICT, 703 EL PASEO ROAD, OJAI, CALIFORNIA.

Persons with disabilities requiring special accommodations to attend this meeting should contact the Superintendent's office, 640-4300, ext. 1011, at least 48 hours prior to the meeting.

DATE:	**May 28, 2026**
TIME:	4:00 p.m.
PLACE:	703 El Paseo Rd Ojai, California 93023 District Boardroom

1. Call to Order, Pledge to the Flag

2. Attendance:

Citizens' Oversight Committee (COC): PJ Garahan
William Weirick
Stephen Quilici
Robert Porter
Larry Steingold
David Hurwith

District Administrators: Kevin Olson, Asst. Superintendent
Kelly Haslam, Bond Coordinator

3. Approval of the Agenda - Action

   The Committee is asked to approve the agenda.

   Motion by:_____Seconded by:_____Y___N____A____

4. Approval of minutes from April 16, 2026, meeting (Attached) - Action

   The Committee is asked to approve the minutes.

   Motion by:_____Seconded by:_____Y___N____A____

5. Comments from the Public – Information

6. Approval of the Citizens' Oversight Committee (COC) Annual Report to the Community - Action (Attached)

7. Verbal update from District Staff – Information

8. Adjournment -

Ojai Unified School District
Citizens' Bond Oversight Committee Meeting Minutes
Date: April 16, 2026
Time: 4:00 p.m.
Location: 703 El Paseo Road, Ojai

1. Call to Order
The meeting was called to order at 4:00 p.m.

2. Roll Call
Members Present: Quilici, Garahan, Steingold, Weirick, Hurwith
Members Absent: Robert Porter

Representing OUSD: Kevin Olson Asst Superintendent , Kelly Haslam, Bond Coordinator

3. Approval of Agenda
The agenda was reviewed and approved unanimously. Motion by Steingold, seconded by Quilici. Motion passed: 5 in favor.

Approval of Minutes
The previous meeting minutes were approved. Motion: by Garahan, seconded by Steingold, Morton passed 4 yes and 1 abstention Weirick.

5. Public Comments
No members of the public were present. No public comments were submitted.

6. Review of Warrants
Warrants covering the period from February 2, 2026, through March 30, 2026, were reviewed.
Committee members discussed and asked questions regarding specific warrant items.

A request was made to obtain the most recent audit from Christy White.

Action:
Motion to receive and file the warrant register was made by P.J. Garahan and seconded by Weirick.
Motion passed: 5 in favor.

7. Facilities and Project Updates

Bleacher Replacement Project:

Discussion included removal of rental bleacher expenses code from Bond code, as a capital improvement vs expense and updates on permanent bleacher construction.
Project elements include temporary fencing, grading, compaction, underground utilities (drainage, electrical, fire alarm), and concrete slab installation.
Bleachers are currently in production.
Additional costs include approximately $13,000 for state-required inspections, including Division of the State Architect (DSA) oversight and mandated cure-time inspections.

Funding and Reserves:

Discussion on Fund 14 (Pool Fund) and other reserve funds.
Consideration of potential funding sources, including fees collected by OUSD.
Mention of transformer-related allocations within existing funds.

Bond and Funding Discussion:

Discussion regarding Measure K expenditures and developer fees.
The committee reviewed the board's role following bond

exhaustion, including potential establishment of asset preservation reserves and funding for future repairs.

8. Adjournment

A motion to adjourn was made by Steve Quilici, seconded by PJ Garahan, and approved. Motion passed: 5 in favor.

The meeting was adjourned at 4:50 p.m.

Next Meeting Date: [Insert Date]
Minutes Prepared By: [Insert Name/Title]

Ojai Unified School District

703 El Paseo Rd, Ojai, CA 93024 (805) 640-4300 • www.ojaiusd.org

BOND REPORT TO THE COMMUNITY

May 2026

OUSD Board of Education

Independent Citizens' Oversight Committee

Dear Community Members:

We are pleased to report this year's progress on the implementation of Measure J and Measure K Bond improvements to our schools. Measure J is the $35 million bond measure approved in 2014 and Measure K is the $45 million bond measure approved in 2020 by voters in the Ojai Unified School District. It authorizes funding for modernization and improvements at existing buildings and school sites, in addition to the design and construction of new buildings.

This report is presented in four Sections:

- Section 1 – Citizens' Oversight Committee (COC) Audit Findings
- Section 2 – Supplemental Information
- Section 3 – Citizens' Oversight Committee Role
- Section 4 – Background Information

Report covers the period ending June 30, 2025, and was prepared by the Ojai Unified School district

Citizens' Oversight Committee Members:

PJ Garahan, Committee Chair
Larry Steingold, Secretary
William Weirick
Stephen Quilici
David Hurwith
Robert Porter

Staff:
Kelly Haslam

Administration
Dr. Sherrill Knox, Superintendent
Kevin Olson, Assistant Superintendent/CBO

Board of Education
Dr. Jim Halverson, President
Blair Braney, Vice President
Kathy Smith, Clerk
Atticus Reyes, Trustee Area 3
Phil Moncharsh, Trustee Area 1

SECTION 1 – Citizens' Oversight Committee Audit Findings

The Ojai Unified School District's Citizens' Oversight Committee met on:

September 19, 2025 The Committee set the calendar and discuss Bond progress,

October 07, 2025 The committee met at Nordhoff Aquatic Center for job progress

February 05, 2026 The committee received updates regarding bond expenditures and progress of construction.

April 16, 2026. The Committee reviewed warrant register provided by district staff, and received updates regarding bond expenditures and progress of construction.

May 28, 2026, The Committee reviewed the audit reports for Measure J & K bond expenditures for the Fiscal Year ended June 30, 2025. The committee then approved a final amended report for submission to the board of trustees.

Based on Fiscal Year 2024 – 2025

Measure J – Unsold Bonds = $0
Expenditures $ 115,661 Fund balance $0

Measure K Unsold Bonds = $ 0
Expenditures = $ 14,191,450 *
Fund Balance = $ 11,814319 *
Encumbrances (Liabilites) = $4,828,442*

*(Page 6 & 11 of the Measure K audit report)

The annual financial and performance audits of OUSD Measure J and K bond expenditures were conducted by Christy White, a Professional Accountancy Corporation, an independent CPA firm. In the firm's report of the audits, they note: "In our opinion, the financial statements referred to above (Measure K) present fairly, in all material respects, the respective financial position of the Measure K Bond Building Fund of Ojai Unified School District, as of June 30, 2025, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America." (Page 2) And "The results of our tests indicated that the District, in all significant respects, expended Measure K Bond Building Fund only for the specific projects approved by the voters, in accordance with Proposition 39 and outlined in Article XIIIA Section 1(b)(3)(C) of the California Constitution." (Page 15)

The Committee finds and notes the following:

1. ***The audit firm sampled 41% of the total expenditure for Measure J and 70% of the total expenditure for Measure K. These percentages are determined using Generally Accepted Accounting Practices (GAAP) formulas and are based on the total amount of expenditures in consideration of the number of transactions which occurred.***
2. ***It appears the Bond expenditures were used for the purposes set forth in Measure J and K.***
3. ***A "Material Weakness" for Measure J noted understated value of $495. This overstatement appears to have been corrected by staff already, COC does not recommend further actions.***
4. ***A "Significant Deficiency" for Measure K was identified related to Fair Market Value (FMV) associated with GASB 31. This relatively minor error did not affect bond funds in any way, either expenditures, liabilities, or expected interest earned. COC recommends district staff correct the issue in future.***
5. ***No exceptions were reported in the Performance Audit conducted.***

SECTION 2 – Supplemental Information

A. Projects Completed or In-progress

Expenses on OUSD site improvements From Measure J's start in 2015 until June 30, 2025, expenses of $xx,xxx,xxx. Measure K expenses from 2021 to June 30, 2025, of $ xx,xxx,xxx. Totaling $xx,xxx,xxx combined. **(District staff to provide these values to COC)**

B. Planned Execution of Bond Funds

The District develops and maintains a plan for the use Measure K Bond Funds. The plan is updated monthly as the District moves forward with various projects, site changes, adjusts for cost factors, and DSA approvals. This plan is presented to the Ojai Unified School District Board of Trustees at their monthly meetings. A list of the potential projects can be viewed at the District's website, specifically at board meeting agendas & minutes.

C. Bond Program Manager and Construction Resources

As of June 30, 2025, the District had one full-time Bond Construction Coordinator to perform the management and oversight in the development, design, engineering and construction phases of bond projects. This individual, Kelly Haslam, and the Assistant Superintendent Kevin Olson appear to manage the bond funded projects effectively with the explicit oversight of the Board of Trustees. The Committee acknowledges the positive accomplishments of having an internal Bond team and does not recommend any staffing changes related to execution of bond fund projects.

SECTION 3 – Citizens' Oversight Committee Role Background

In November, 2014 and November, 2020, the Ojai Unified School District (the "District") was authorized to issue and sell bonds up to $35,000,000 and $45,000,000 in aggregate principal to provide financing for the following school facilities projects and equipment:

- Building upgrades and modernization
- Building replacement
- Nordhoff Pool Replacement
- School Campus Solar
- Infrastructure improvements
- Educational technology
- Classroom furniture and equipment
- Playground equipment
- Food preparation and kitchen equipment
- Equipment replacement

Measure J was approved by 68% and Measure K was approved 62% of the voters of the District pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified under Sections 15264 et seq. of the Education Code (Proposition 39). The Act requires the Board of Trustees (the "Board") to appoint a Citizens' Oversight Committee (the "Committee") after the successful bond election. Legal authority for formation and duties of the Committee is found in Sections 15264 and 15278 to 15282 of the Education Code.

Committee Purpose

The Committee is charged by statute with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school construction bond money. *Educ. Code §15264(c).*
2. To inform the public concerning the expenditure of bond revenues. *Educ. Code §15278(b).*
3. To ensure that bond revenues are expended only for the purposes described in the Constitution; that is, 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. *Calif. Const. art. XIIIA, §1(b)(3); Educ. Code §15278(b)(1).*
4. To ensure that no funds are used for any teacher or administrative salaries or other school operating expenses. *Calif. Const. art. XIIIA, §1(b)(3)(A); Educ. Code §15278(b)(2).*

Committee Jurisdiction and Authorized Activities

In furtherance of its purposes, the Committee is authorized by statute to engage in the following activities:

1. Receive and review copies of the annual, independent performance audit required by the California Constitution. Receive and review copies of the annual, independent

financial audit required by the California Constitution.

2. Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIIIA of the California Constitution.
3. Receive and review copies of any deferred maintenance proposals or plans developed by the District, including any reports required to be given to the Legislature by Section 17584.I regarding a failure to set aside ½ of 1% of current year revenues for deferred maintenance expenditures.
4. Review efforts by the District to maximize bond revenues by implementing cost saving measures, including, but not limited to, all of the following:
   a. Mechanisms designed to reduce the costs of professional fees.
   b. Mechanisms designed to reduce the cost of site preparation.
   c. Recommendations regarding the joint use of core facilities.
   d. Mechanisms designed to reduce costs by incorporating efficiencies in school site design.
   e. Recommendations regarding the use of cost-effective and efficient reusable facility plans.

It is also important to note that this Committee is specifically not responsible for, and has no jurisdiction over, the approval of contracts, the approval of change orders, the appropriation of funds, the handling of any legal matters, the approval of any plans or schedules, the approval of deferred maintenance plans, or the approval of the sale of bonds. The Committee is also not responsible for the creation or approval of technology plans or the recommendation or approval of any specific technologies.

Audits

California State law requires that the sponsoring school district of an approved measure conduct an annual independent performance audit to ensure that bond funds have been expended only on the specific projects or areas of improvement as defined and included on the list of projects the district presented to voters prior to approval of Measure J and Measure K.

Proposition 39 requires that the school district conduct an annual independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for approved projects.

It is within these parameters that the Committee performs its role and responsibilities during the expenditure of Measure J and K Bond Funds and reports out to the OUSD community an annual basis.

Additional information about the Citizens' Oversight Committee can be found at the District website or the link directly below.

https://www.ojaiusd.org/page/citizen-oversight-committee-coc

SECTION 4 – Background Information

Several foundational documents and information lay the groundwork for the voter approval of Measure J, Measure K, and the subsequent expenditure of bond funds. They are:

1. The Balfour Beatty OUSD Needs Assessment dated May 30, 2014, outlined three scenarios including $35M, $58M and $100M levels of effort.
2. The Dolinka Group Enrollment Project Study dated August 12, 2015 outlined the future of District enrollment, given certain input assumptions.
3. The District 7-11 Facility Planning effort looked at current enrollment patterns, demographic information of neighborhoods surrounding each school site, traffic mitigation if one school was closed causing increased traffic through the valley, and facility usage and planning for the future.
4. Past bond measures were used for a variety of improvements and because several projects were not closed out with the DSA they have required the use of Measure J funds so that new projects can be approved.

This information has provided a framework in the overall discussion, outreach, community communication and information for the voters and residents of the District about the current status of District facilities and future needs.

The Balfour Beatty (Needs Assessment) Survey dated May 30, 2014, included a "...general overview study of the conditions of each site which include the following elements:

- Fire, Life and Safety systems
- Building exterior systems including roofs and trim, exterior walls, windows, doors and door hardware
- Interior finishes and casework
- Building and site electrical
- Building HVAC
- Building and site plumbing systems
- Site hardscape, landscape, irrigation, fencing and railings
- American with Disabilities Act (ADA) features
- Deferred Maintenance history and priorities
- Administration and campus staff concerns and priorities"

It was a limited assessment and was completed using a field walk and verbal conversations with staff regarding observed conditions. It was not a detailed expert evaluation of buildings and systems. Using the age of the buildings, the square footage of the buildings and their professional estimating experience, cost factors were generated for each school site, building and category. For instance, at Meiners Oaks School, "remove toilet facilities" using 41,439 total square footage at a unit cost of $.06 per square foot yielded an estimate of $10,774. Each and every site and line item were added up and the results were summarized in three estimates: Needs A - $98,845,123, Needs B - $57,349,384 and Needs C - $34,839,571. These three estimates included factors for soft costs, including architects and engineers, project management, construction management and permits/fees. These soft cost factors and cost contingencies, included in the total needs assessment numbers, exceed 45%. Using these three "Needs" totals, the District proceeded with the Needs C value for the Bond vote. The Needs C value only provides funds for 1/3 of the actual needs and deficiencies.

In addition, the Needs Assessment was a field survey, not a detailed scope and cost evaluation. So each item may vary quite a bit in terms of actual costs. The removed toilet facilities item above may actually be quite a bit higher than the cursory development of costs shown above. In fact, specific field walks during calendar year 2016 reviewing roof and HVAC replacement yielded costs that greatly exceeded the Needs Assessment study numbers. At a minimum, 2/3 of the deficiencies will not be funded by this Bond Measure effort and continued funding efforts will be needed.

In 2020, the average age of schools in the District was nearly 70 years with several school sites first built in the 1920's. Over the years, Ojai Unified School District has made major school improvements thanks to the previously voter-approved Measure J. With the help of Measure J, from 2014 to 2020, the District has replaced all failing roofs, remodeled old/dated spaces, converted to LED lighting, improved site security, replaced 50% of HVAC, and improved outdoor play spaces.

Measure K was necessary to bridge the gap between projects that were urgently to be completed, and projects that were important to the health of our students, staff and the district. With input from staff, teachers, parents, and community leaders, the District prepared a School Facilities Needs Analysis. The analysis identified the major repairs and upgrades that were needed, including:

- Upgrading inadequate electrical systems
- Repairing or replacing deteriorating plumbing, sewer, and irrigation systems
- Improving student access to computers and modern technology
- Making safety and security improvements
- Replacing the 60-year-old Nordhoff pool with an aquatics center
- District Solar

Note: Additional information about the studies and background information can be obtained at the District Administration Office.