

**MENIFEE UNION SCHOOL DISTRICT MINUTES
MEETING OF THE MEASURE Q BOND CITIZENS' OVERSIGHT COMMITTEE**

October 15, 2019
District Education Center Training Room

Menifee Union School District
29775 Haun Road
Menifee, California 92586

Present:	Absent:
Debbi Manion	Stu Blaze
John Corlett	
Ken Fregin	
Marc Haist	
Gloria Sanchez	

1. Call to Order

Minutes:

The meeting was called to order by Vice Chairperson Gloria Sanchez at 4:31 pm.

2. Roll Call and Establishment of Quorum

Minutes:

Roll Call showed that all Committee members were present, except for Stu Blaze. Also in attendance for all of the meeting was Assistant Superintendent, Business Services, Ambur Borth; Director of Facilities, Jim Sellers; Governing Board Member, Bob O'Donnell, and Assistant Superintendent Secretary, Kristin Simpson.

A quorum was established.

Ambur Borth noted that we have one vacancy on the committee. That vacancy needs to be filled by a parent/guardian of a child enrolled in the district. It is being advertised on the COC web page. We did have the position filled, but the person resigned before this meeting.

3. Public Comment

Minutes:

There were no requests to speak.

4. Approve Minutes from March 5, 2019 Meeting

Members received the March 5, 2019 meeting minutes via email prior to meeting and a hard copy at the meeting.

Minutes:

Motion Passed: John Corlett motioned to approve the minutes of March 5, 2019. Motion was seconded by Marc Haist.

ABSENT	Stu Blaze
YES	John Corlett
YES	Ken Fregin
YES	Marc Haist
ABSTAIN	Debbi Manion
YES	Gloria Sanchez

5. **Serving on a COC: Roles and Responsibilities**

Ambur Borth reviewed briefly the Measure Q COC bylaws and the duties of the COC. The duties of the COC are to monitor the financials to make sure they are in alignment with the ballot language and to provide an annual report to the Board and community to certify that the expenditures are in alignment with the ballot language.

Mrs. Borth explained that the officers of the committee are a Chair, Vice Chair, and Secretary of the committee and we will be nominating/electing those officers tonight.

Jim Sellers reviewed Exhibit A of Resolution No. 2017-4 for the Bond Measure which is the Ballot Measure Full Text.

To acquire land and build two new elementary schools and one middle school to reduce overcrowding at existing schools; repair and renovate Menifee Valley Middle School and existing elementary/ middle schools; fix roofs, heating, air conditioning, plumbing and electrical systems; and improve access for students with disabilities; shall the K-8 Menifee Union School District issue \$135,000,000 in bonds within legal interest rates, with independent citizen oversight, annual audits, no money for administrators, and all money staying in Menifee Union School District?

He explained that to date we have completed one elementary school (Táawila); allocated funds for the new middle school; we've begun the reconstruction of Menifee Valley Middle School; located an area for the future elementary school; have done some repairs at Bell Mountain Middle School; and improvement to the Menifee Valley Middle School office using the bond money.

Gloria Sanchez asked if we were working on another middle school. Ambur Borth replied that we are purchasing the land for MS#4 which should close on October 25, 2019.

Ken Fregin asked if we purchased land for the next elementary school. Mr. Sellers replied no that we just have an idea of the general area that it would be. We are looking at an area that will be close to the new high school being built by Perris Union High School

District – somewhere off of Leon & Scott Roads. This is based on all our growth studies/projections.

Mr. Corlett asked where the location of the new middle school will be. Mr. Sellers replied it will be adjacent to La Ladera Park in the Audie Murphy Ranch Development. Mr. Sellers said the land is 17.1 acres and the purchase price is \$6.1 million.

Mr. Fregin asked how much land the other middle schools have. Mr. Sellers responded that they are very similar in acreage – that the district standard is always around 20 acres for a middle school.

Mr. Corlett asked if the new middle school will be designed like Han Christenson MS. Mr. Sellers responded that we've already met with the architect regarding the design. It will be a sort-of hub & spoke design to eliminate any wasted space. Construction of the new middle school will likely begin in about a year.

Ambur Borth went on to point out a copy of the Annual Report and explain that the Committee is responsible for submitting it to the Board for approval for FY 18-19 (usually by December). She also said that the Committee usually meets quarterly, but they can meet more than that if they'd like to. The Committee is subject to the Brown Act. Guidelines for the Brown Act are in your binders. There is also information about how to conduct a meeting and Roberts Rules of Order are in your binder as well.

6. Organizational Matters

Election of a Chair – Gloria Sanchez opened the floor for nominations for the Committee Chair.

Motion Passed: Debbi Manion motioned to nominate Gloria Sanchez. Motion was seconded by Ken Fregin.

ABSENT	Stu Blaze
YES	John Corlett
YES	Ken Fregin
YES	Marc Haist
YES	Debbi Manion
YES	Gloria Sanchez

Election of a Vice Chair - Gloria Sanchez opened the floor for nominations for the Committee Vice Chair.

Motion Passed: John Corlett motioned to nominate Ken Fregin. Motion was seconded by Marc Haist.

ABSENT	Stu Blaze
YES	John Corlett
YES	Ken Fregin
YES	Marc Haist

YES	Debbi Manion
YES	Gloria Sanchez

Designation of party to take notes and prepare minutes – The Committee designated Kristin Simpson to take notes and prepare minutes.

ABSENT	Stu Blaze
YES	John Corlett
YES	Ken Fregin
YES	Marc Haist
YES	Debbi Manion
YES	Gloria Sanchez

Determination of Meeting Dates/Times – It was determined that the third Tuesday of the designated month at 4:30 pm would remain its regular meeting day/time as determined by the schedule availability of the Committee.

7. Measure Q Financial Information

Mrs. Borth handed out and reviewed the following financial documents: SACS Form 21 – Unaudited Actuals Building Fund by Expenditure Code; Building Fund No. 21 Summary – Revenue Expenditures; Fund 21 - Measure Q Financial Summary; and Fund 21 – Measure Q Expense Report Detail for Fiscal Year 2018-19.

Why is there a difference of \$2.6 million? Mr. Sellers indicated that the difference is because we paid for some of the project through CFD funds. We will end up spending all of the money from Measure Q but we supplemented the cost of the MVMS reconstruction project which was originally budgeted at \$20 million with CFD funds because it's a \$42 million project. We will use the \$20 million budgeted for MVMS from Measure Q dollars.

Mr. O'Donnell asked what would happen to our facilities if we only had CFDs to do our construction. He said a lot of people feel that our taxes and the Community Facility Districts (CFDs) that should pay for ongoing construction. So what would happen to us if we didn't have the bond money? Mr. Sellers indicated that if we didn't have the bond money, we would have portable classrooms on all of our campuses and we would have to go back to a year-round school schedule. Mrs. Borth added that the district would not be able to finance our facilities without taxation.

Ending fund balance is \$36,052,000 for 2018-19 and will be carried over to 2019-20.

Marc Haist asked if there is any way that the Measure Q funds can be used to repair A/C units at FCE. He stated that every year the A/C seems to go out in one building in particular. Ambur Borth said they absolutely can look into that. Mr. Sellers said that Facilities & M/O departments are currently assessing the older A/C units that need to be replaced within the district. Mrs. Borth said the over the summer they used Measure Q funds to replace the roof at Bell Mountain Middle School.

Debbi Manion asked for an explanation on the Fund 21 – Measure Q Expense Report Detail instead of just listing the vendor name so they know what the expense was for. Mrs. Borth will modify the report to provide further explanation.

Ken Fregin asked how far out are we from building ES #15. Mr. Sellers said that we are looking at the year 2024.

8. Determination of Next Meeting Date

It was determined that the next meeting of the COC will be on November 18, 2019 at 4:30 pm at the District Education Center.

Future meetings/activities dates are: Tuesday, December 10, 2019 at 5:00 pm (attend Board Meeting); and Tuesday, March 17, 2020, time TBD (site visit or meeting).

9. Adjourn

Meeting adjourned at 5:27 pm.