

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

March 5, 2019
District Education Center Training Room

Menifee Union School District
29775 Haun Road
Menifee, California 92586

Present:

Dennis Silva
John Corlett
Ken Fregin
Marc Haist
Gloria Sanchez

Absent:

Stu Blaze
Jeremie Curtis

1. Call to Order

Minutes:

The meeting was called to order by Chairperson Dennis Silva at 4:30 pm.

2. Roll Call and Establishment of Quorum

Minutes:

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

A quorum was established.

3. Public Comment

Minutes:

There were no requests to speak.

Ambur Borth shared that she has been in email communication with a member of the public who has a lot of questions relating to Measure Q. Mrs. Borth has not had a chance to answer all of her questions, but has sent her a lot of information to review. Mrs. Borth will let you know what questions were asked and what was communicate to her after she sends her responses. Dennis Silva asked what kinds of questions she is asking. Mrs. Borth indicated that there was some confusion relating to funding for HHSA from Measure Q (which we are not funding through Measure Q). Mr. Silva asked if her question were related to the nature of funding sources. Mrs. Borth indicated that funding sources and how community input for MVMS was coo-ordinated. Mrs. Borth sent her a booklet created by the architect on how the symposium was conducted. Mrs. Borth indicated that we are getting a lot of questions regarding the progress of the MVMS project, but that

we've been stagnant for a while because we are still in the design phase with MVMS. At the next Board meeting we will have an update on MVMS presented to the Board which will can then publish to our website.

4. **Approve Minutes from October 16, 2018 Meeting**

Members received the October 16, 2018 meeting minutes via email prior to meeting and a hard copy at the meeting.

Minutes:

Motion Passed: Marc Haist motioned to approve the minutes of October 16, 2018. Motion was seconded by Dennis Silva.

ABSENT	Stu Blaze
YES	John Corlett
ABSENT	Jeremie Curtis
YES	Ken Fregin
YES	Marc Haist
ABSTAIN	Gloria Sanchez
YES	Dennis Silva

5. **Review Financials**

Minutes:

Ambur Borth indicated that each member received a copy of the Measure Q audit via email prior to the last meeting and a hard copy of the audit at the meeting (absent members received a hard copy at this meeting). The audit will be Board approved at the next meeting on March 12, 2019. There were no audit findings.

Mrs. Borth handed out a copy of the 2018-19 First Interim Building Fund (Form 21) financials as well as two (2) Fund 21 Detail Reports and gave an overview of each report. Form 21 coincides with Fund 21 which is the bond fund. You will see in Column B the original budget of \$1.9 million and in Column C the expenditures to date which are \$1,041,411.29. The First Interim report reflects financials through the end of October, reported to the Board in January.

The Fund Detail reports show how much has been spent from Measure Q funds for each fiscal year beginning with the 2016-17 school year through the 2018-19 school year (to date) for Táawila Elementary School, Menifee Valley Middle School, and the Chester Morrison Kindergarten wing construction. This is by vendor, project, and fiscal year to date.

Dennis Silva asked if for each one of the vendors, are there multiple contracts, open POs, or a single contract. Mrs. Borth replied that we work with a construction management firm who bids out the projects based on the lowest, responsive bidder. Some vendors like the City of Menifee since it was such a small amount was probably paid through a PO.

Gloria Sanchez asked if the District uses the same vendors for all projects. Mrs. Borth replied that the vendors shown are just for a specific project. We have to bid out all projects. So the next project is for the grading for Harvest Hill STEAM Academy and currently we are bidding out that project and once it's awarded to a vendor we will go ahead and begin that project. When the next project is ready to begin, we will then bid out that particular project.

Mr. Jenkins asked if we had any expenditures for MVMS. Mrs. Borth replied not out of Measure Q funds yet.

Mrs. Borth stated that the Committee has reviewed the financials for Fiscal Year 2017 and Fiscal Year 2018 and it will be reviewing financials for Fiscal Year 2019 and submit an annual report to the Board in December of 2019.

Mrs. Borth stated as you can see we have Allocations in FY 2017 that was \$23 million with the Bond issuance; the total amount of expenditures was \$2.7 million; and we had \$20.3 million carried forward for FY 2018 then you see Interest Earnings and Expenditures with an ending balance of \$1.9 million which you can see rolled forward to FY 2019. As you can see we have a balance of \$223,272.10 from Series A. We show the Measure Q, Series B issuance for Fund 21 below on the form for \$3 million with no expenditures yet. We've allocated \$3 million out of Series B for Middle School #4 for the land purchase.

MVMS reconstruction we've allocated out of the Series B issuance, \$30 million. As you recall, we initially thought that the cost of the MVMS reconstruction would be \$20 million for that project. It really should have been a tear-down project, but we didn't anticipate that when we went out for the bond, so we have tried to allocate as much money as we can in order to make it equal to our other middle schools. We really need to replace the sewer system because it's been a really big problem over there and replace the portables. Most likely the reconstruction will be done in phases.

Jim Sellers that we only have seven (7) permanent classrooms that the District uses, two that the County utilizes per a contract. Then we have permanent locker rooms and an admin building. They rest are portables. The current science wing and locker rooms are staying.

Dennis Silva asked that even though the construction will be done in phases, will we still be able to stick to the \$24 million budget. Ambur Borth replied that currently the budget that we decided that we can max out is \$30 million.

Ken Fregin asked since the budget is \$30 million are there things that would not be competed then? Ambur Borth replied, correct. Mr. Fregin asked what would not be completed. Jim Sellers replied that some of the shade structures around the building and the VAPA Center. He added that as far as the portable classrooms go, those would all be replaced.

Dennis Silva asked that as far as the classroom/learning environment that is all included, right? Ambur Borth replied yes, that the priority is classrooms for students.

Jim Sellers stated that the VAPA Center may still be created in a later phase of the project. It hasn't been cut out of the project plan completely.

Ambur Borth stated that they are having discussion with the architect regarding the budget. She stated that this is the first time we've used this architect. The architect is good, but they included items such as windows shaped like music notes which is great, but we don't have the budget for that type of fancy stuff. Therefore, we have spent a long time in design. It has not impacted the project time line, but we are continuing discussions with them.

Dennis Silva asked if there was a threshold for the architect to meet a timeline or can we get rid of them. Mrs. Borth replied that they do have a meeting this week with the architect to have that type of hard conversation. The architect was told that we had a budget of \$20 million and he came in with a proposal of \$50 million.

Ken Fregin asked how the decision was made that the school was going to be a VAPA school. Mrs. Borth replied that the decision was based partly on the programs that already at the site and the feeder schools (principals) were already having conversations of the programs after matriculation from elementary schools and what kinds of programs we'd like to have at our middle schools to draw students to the sites. For this particular site we asked what can we do at this school site to make it unique and different and the VAPA was one of the programs at the top.

Dennis Silva asked if the architect was not hearing the school district if the budget was \$20 million and they came back with a \$50 million proposal. Mrs. Borth replied that when you have a symposium like we did we gave people the opportunity to ask for what they'd like to see, and the architect came back with a proposal that gave us everything that our community asked for which is why it was \$50 million. But we can't afford everything. So what's most important is classrooms for kids and replacing that sewer system because that impacts education.

Dennis Silva asked if the idea of second story classrooms talked about. Jim Sellers replied yes, but there are pros and cons to a second story and we've discussed those things that are unique to the school site. The District came up with a 1200 student capacity so that's what we will have.

Mrs. Borth indicated that if we changed architect firms that it would impact the timeline and the cost of the project. We are having a meeting with the architect this week. But really a middle school costs about \$60 million to build and we never had that for this school so we are trying make it look like a new school with a \$30 budget and that's a challenge. The District is trying to protect that bottom line and the architect is trying to give the community everything it wants. The priority is to get rid of the portables. We can't have portable classrooms on that campus anymore. We also have the Chester Morrison Kindergarten Wing Project also to get rid of all those portables because they are too old. Mr. Sellers indicated that the District will be meeting with an architect to begin planning that project too. The District has a list of projects and the priority has been given to Chester Morrison and Meniffee Valley Middle School because of age. Then we will address the needs of other schools in order of priority.

Mr. Jenkins asked if they are projecting any kind of growth in the future at MVMS if 1200 students is the max for that school. Mrs. Borth replied that we will have Middle School #4 opening up in the near vicinity and that would start pulling students away from MVMS. We have conversations about MS#4 also being built in phases due to the need.

Mr. Jenkins asked if the Kindergarten Wing Project is just for Chester Morrison or is it district-wide. Mrs. Borth said that it is just for Chester Morrison.

Dennis Silva asked if the MS#4 location has been determined and land has been purchased. Mrs. Borth said yes, the location has been determined but that land hasn't been purchased because we have to pass the CEQA inspection and all other CDE requirements before we can purchase land and enter into escrow. Mr. Sellers indicated that he is meeting with CDE soon to finalize all of the requirements and then we will meet with legal to get into escrow. Mr. Silva asked if the site has been made public. Mrs. Borth replied, yes it is adjacent to La Ladera Park in Audie Murphy Ranch. Mr. Silva asked that based off of the city's information is that where the projected growth is going to be? Mr. Sellers responded yes due to the growth of Audie Murphy Ranch. Mr. Jenkins responded that eventually we are going to have to build something on the east side of the freeway too for the projected growth over there (near the new high school). Mr. Sellers added that's where our next elementary school site will be built. But one of the problems is building too close to the high school because of the traffic flow. Mr. Fregin asked if that school would be considered for a K-8 school. Mr. Sellers said yes, in order to fulfill the need for a middle school on that side of the freeway.

Dennis Silva asked how it was determined that MVMS would be a 1200 student capacity school. Mrs. Borth answered that was a district decision. In the past we've built elementary schools that max out at 1096 students and elementary schools that max out at 1200 students. So we will still continue to do that. But as look at growth, we clearly needed another middle school in the Audie Murphy Ranch area and we had the land set aside. So when we met with the city to look at other land opportunities in particular on the east side of the 215 freeway, there was nothing in the city of Menifee available. We will most likely build elementary school #15 won't be within the city's boundaries it will most likely be in the unincorporated area of Riverside County.

6. Discuss Quarterly Newsletter or Other Public Communication

Minutes:

Mrs. Borth said that she did want to give the committee members the opportunity to discuss as it related to communication as it relates to the public because we are starting to get some queries from the public as it relates to Measure Q. We have our COC Website with pictures & it is updated. Is there a desire to continue to have all the updates on the website or as we move forward with projects to have a draft project update communication that would come from the COC to the public? We could still post it to our website, but our Public Information Office can post it to our website, Facebook page, Twitter, etc.

Gloria Sanchez said that she thinks it's always good to communicate with the public as these projects come up. The more the public has, the less questions they will have. So she thinks it's a good idea. Dennis Silva added that the more transparent we are the more the community will trust us.

Ambur Borth proposed that MUSD staff work on a newsletter on behalf of the COC and asked if the committee would like put it out quarterly, twice a year, or as projects come up. Mr. Corlett said that quarterly was good. Does anyone was to propose dates for the first newsletter? Mr. Corlett indicated that April 1st was a good target date.

Motion Passed: Dennis Silva motioned to approve the committee sending out a quarterly project update newsletter. Motion was seconded by John Corlett.

ABSENT	Stu Blaze
YES	John Corlett
ABSENT	Jeremie Curtis
YES	Ken Fregin
YES	Marc Haist
ABSTAIN	Gloria Sanchez
YES	Dennis Silva

7. **Citizen's Oversight Committee Member Terms**

Minutes:

Ambur Borth indicated that the Committee first met on September 14, 2017 and therefore, the terms of this group of the COC would be up on September 14, 2019. Committee members can serve up to a maximum of three (3) consecutive terms. She handed out an application to committee members who were present at the meeting and asked them if they would like to stay on as a committee member, to please fill out the application and send it back to us. If they would not like to serve another term, to please let us know so that we know which spots that we need to fill. The application will also be posted to our COC webpage. Sometimes it takes us a while to fill each spot because the member qualifications are so specific.

8. **Determination of Next Meeting Date**

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

9. **Adjourn**

Meeting adjourned at 5:30 pm.