Call to Order: The meeting of the Measure E Citizens Oversight Committee was called to order
Roll Call: Roll Call was conducted via sign-in sheet
Members Present: Todd Cope, Terri Elia, Adele Heuer, Ryan Larson, Roza Mansouri, Patti Ragland
Members Absent: Jeffrey Schmehr, Kristi Smemoe, Connie Stone, Kenric Stone, Betty Jo Woollett
IUSD Staff: Kelvin Okino, Executive Director, Facilities & Construction Services, John Fogarty, Asst. Supt. Business Services/CFO, Jennifer Payton, Confidential Secretary
Guests:
Next Meeting Date: Monday, July 24, 2017

Measure E Citizens Oversight Committee Business

1. Call to Order; Roll Call
   - Committee Chair Terri Elia called the meeting to order at 6:30 p.m.

2. Approval of the January 9, 2017 Meeting Minutes
   - Member Patti Ragland moved with Member Adele Heuer seconding approval of the January 9, 2017 meeting minutes, as presented.

   - Presented by John Fogarty, Assistant Superintendent Business Services
   - Fund 21 Building Fund
     ▪ Established for funds related to Facilities Improvement District No. 1 General Obligation Bond.
     ▪ All funds used for Measure E projects.
   - Three additional funds used to supplement Fund 21 for Measure E facilities projects.
     ▪ Fund 40 Special Reserve for Capital Outlay Projects
       ■ Funds can be used for facilities projects with very little restriction.
     ▪ Fund 25 Developer Fees
       ■ Funds must be tied to growth.
       ■ Less restrictive than CFD funds.
     ▪ Community Facilities District 86-1 (CFD 86-1)
       ■ Most restrictive of the three additional funds.
       ■ Must be used to fund facilities projects within CFD 86-1.
   - AccountAbility financial reports to be provided at each Measure E Citizens Oversight Committee meeting.
     ▪ It was recommended that changes to the budget from the previous report be highlighted.
       ■ Kelvin Okino to work with accounting staff to capture changes between budget reports.
   - The purpose of this committee is to insure funds are being spent as outlined in the voter approved ballot measure.
   - There needs to be a reasonable expectation that funds will be spent within 3 years from the date of issuance.
   - There is an interest to stay on schedule and take advantage of lower rates with the second bond issuance.

4. IUSD Board Policy 3470, Debt Issuance and Management Policy
   - Presented by John Fogarty, Assistant Superintendent Business Services
   - Board Policy 3470 was approved and adopted by the IUSD Board of Education on March 21, 2017.
     ■ Effective January 1, 2017, Senate Bill 1029 made significant changes to how districts report.
• Issuers of the Report of Proposed Debt Issuance must be certify that the district has adopted a board policy for Debt Management.

5. Measure E Project Updates

• Presented by Kelvin Okino, Executive Director, Facilities and Construction Services.

• Budget
  ▪ Total Series 1 funds $131.9M
  ▪ Potential for $20M-$22M state matching funds for Series 1 projects.
  ▪ Five budget updates during the life of a project.
    • Preliminary Budget
    • Initial Budget
    • Baseline Budget
    • Post-Bid Budget
    • Final Budget
      ❖ Preliminary Budget completed for all Series 1 projects.
      ❖ All Series 1 projects are currently in the Initial Budget or Baseline Budget phase.

• Schedule Overview
  ▪ Measure E Series 1 projects includes construction at twenty-one schools scheduled to begin between summer 2017 and summer 2019.
  ▪ Summer 2017
    • Projects at six elementary schools.
      ❖ Doors being installed to enclose classrooms and student commons and/or innovation labs being added.
    • Doors, frames, and hardware were bid early so the materials will be received in time for summer.
    • Construction cannot begin until DSA approval is received, but having the materials on hand will reduce the timeline by 8-10 weeks.
    • DSA approval has been received for a few of the projects; other projects are in process.
    • The goal is to have DSA approval for all projects and board approval for all contractors in May to begin construction as soon as school is out (June 9, 2017).

• Communication
  ❖ Stakeholder meetings have been completed at all six schools.
  ❖ Logistics meetings are currently taking place or have been completed.
  ❖ Community outreach meetings have been scheduled.
  ❖ Site meetings are on-going throughout projects.
  • Stone Creek ES is the only campus receiving an expansion to accommodate a designated space for the science program; program is currently on a science cart.

• Measure E Design and Construction Process
  ▪ There are 15 steps to the design and construction process.
    • Summer 2017 projects are currently in steps 5-7.
      ❖ Obtain Local Approvals
      ❖ Design Development
      ❖ Construction Documents
    • Step 11 Submit to OPSC for Funding is the process for looking at state matching funds.

• New District Website to launch on Friday, April 13, 2017.
  ▪ Website page devoted to Measure E information.
  ▪ Specific information for projects at each school site is provided.

• Series One: School Improvements
  ▪ Improvements include the following:
    • Enclose classrooms;
    • Modernize schools and facilities;
    • New music classroom buildings;
• New science classroom buildings;
• Expand classrooms;
• Upgrades to science classrooms;
• New theater;
• New synthetic track and field.

• Project Updates
  • Updates were given on 16 of the 21 school sites in Measure E Series 1.
  • It was recommended that a timeline for each project be created.
    - Kelvin Okino to create a summary schedule for each project.

6. Adjournment

• Member Ryan Larson motioned to adjourn the meeting at 7:37 p.m., seconded by Member Adele Heuer.

Action Items/Follow-Up

• The next Measure E Citizens Oversight Committee Meeting is Monday, July 24, 2017. Location to be determined.
• Measure E Study Session May 9, 2017, 3:00 p.m.-5:00 p.m., District Office Board Room
• Kelvin Okino to compile data showing changes to budget reports at each meeting.
• Kelvin Okino to create a summary schedule for each project.