

**Irvine Unified School District**  
***MEASURE E CITIZENS OVERSIGHT COMMITTEE (COC)***  
***MEETING MINUTES***  
***Monday, January 30, 2023***

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**Meeting Location:** South Lake Middle School (New Music Classroom Building)

**Call to Order:** The meeting of the Measure E Citizens Oversight Committee (Committee) was called to order.

**Roll Call:** Nicole Reynolds conducted roll call

**Members Present:** Barbara Belfield (Chair), Juneu Kim, Nancy Reisinger, Ruby Lin, Samuel Jacoby, Sharad Gima, Steve Morton (Vice Chair),

**Members Absent:** Daniel Tudo, Margie Wakeham

**IUSD Staff:** John Fogarty (Assistant Superintendent, Business Services), Kelvin Okino (Executive Director, Facilities & Construction), and Nicole Reynolds (Administrative Assistant, Facilities & Construction)

**Next Meeting Date:** Monday, April 24, 2023. Location to be determined

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***Measure E Citizens Oversight Committee Business***

**1. Call to Order; Roll Call**

A. Kelvin Okino called the meeting to order at 6:31PM. Roll call was conducted.

**2. Approval of October 24, 2022 Minutes**

A. Chair Barbara Belfield opened the minutes for discussion. There were no items for discussion. Member Steve Morton moved to approve the minutes and member Nancy Reisinger seconded. The October 24, 2022 minutes were approved.

**3. IUSD Building Fund (Measure E) Financial and Performance Audit for 2021-2022**

A. John Fogarty discussed the IUSD Building Fund (Measure E) Financial and Performance Audit for 2021-2022. There were no findings in the audit. The IUSD Building Fund (Measure E) Financial and Performance Audit for 2021-2022 was approved by the Board at the January 17, 2023 Board of Education meeting.

i. Chair Barbara Belfield asked for a motion to receive and file the audit. Member Steve Morton motioned to receive and file and member Ruby Lin seconded. No one opposed.

**4. Annual Report July 1, 2021 through June 30, 2022**

A. Kelvin Okino discussed the Annual Report July 1, 2021 through June 30, 2022. The Annual Report will be presented at the February 21, 2023 Board of Education meeting.

i. The following projects were completed prior to the start of school in August 2021:

- Turtle Rock Elementary School: New Music Classroom Building; and
  - Bonita Canyon Elementary School: New Multipurpose Building and Design Lab Renovation.
- ii. Kelvin Okino reviewed the projects under construction within the report’s timeframe:
- University Park Elementary School New Classroom Building and Renovations;
  - Oak Creek Elementary School Music Classroom Expansion;
  - Canyon View Elementary School Music Classrooms Expansion;
  - Deerfield Elementary School New Music Building;
  - Northwood Elementary School New Music Building and Kitchen Renovation; and
  - Plaza Vista School: New Music Building and Kinder renovations

**B. Audit Findings**

- i. Kelvin Okino stated there we no findings in the audit and it was noted in the report.
- ii. Kelvin Okino stated if there are any comments or questions about the report to contact him by the week of February 6<sup>th</sup>.

**5. Measure E Series Financial Reports (2016A-Series 1, 2018B-Series 2, 2021C-Series 3 and AFAP)**

**A. John Fogarty discussed Series 1, 2, 3, and AFAP reports**

- i. Series 1
- John Fogarty noted that projects in green are final budgets.
  - Kelvin Okino stated that projects with amounts in red are for ongoing lease costs for relocatable classroom buildings.
  - John Fogarty mentioned there is currently a \$2.1 million surplus from Series 1.
- ii. Series 2
- John Fogarty stated the budgets in yellow are post-bid budgets.
  - John Fogarty mentioned we have an anticipated surplus of \$1.4 million.
- iii. Series 3
- John Fogarty mentioned the budgets for Series 3 are initial budgets. The projects in yellow are for post-bid budgets. These budgets will change as the project develops. Since the projects are in the early planning phase, the budgets might adjust. Overall, the projects are within the funds committed.
- iv. Augmented Funds to Accelerate Projects (AFAP)
- John Fogarty discussed AFAP projects. These projects have been brought up from Series 4 and Series 5 to start earlier than planned. If projects are accelerated, there will be a better chance for a cost savings.

- B. John Fogarty added that if there are questions or if anyone wants to look at the source documents and background information, they can contact Nicole Reynolds to schedule an appointment.**

## 6. Measure E Updates

A. Kelvin Okino presented a PowerPoint presentation that covered the Budget, State Funding, Schedule, and Project Updates for the Measure E program.

### B. Budget

#### i. Revised Bond Series

- John Fogarty mentioned that the Irvine voters approved Measure E for \$319.0 million and discussed the original bond series estimates versus the current issued/proposed series.
- The Series 2 Bond was moved up to 2018 and Series 3 was moved to 2021. The assessed valuation was higher than predicted. We are currently projecting \$281 million for the series.

#### ii. Funding Timeline

- Kelvin Okino presented an updated funding timeline illustrating the most recent changes in the Bond sales and State funds.

#### iii. Budget Versions

- Kelvin Okino discussed the budget cycle from the start of a project to the completion.

#### iv. Budget Summary

- Kelvin Okino discussed the different series budget amounts.

#### v. Post-Bid Budget vs Final Budget

- Kelvin Okino discussed the differences in the post-bid and final budgets for 27 projects.

#### vi. Project Costs

- Kelvin Okino explained the differences between the terminology of “Hard Costs” versus “Soft Costs” used for the construction projects. Hard Costs are considered anything that has to do with the construction of a project. This includes the cost for construction management services and fixed furniture/furnishings. The Soft Costs are the remaining costs, e.g. architect fees, consultant fee, State agency fees, etc.
- Kelvin Okino presented the total projects costs for similar projects.
- Member Steve Morton inquired about the process of determining which schools received projects. Kelvin Okino responded that prior to the passage of the bond measure, Facilities staff met with the school sites to discuss their facilities’ needs. The school sites formed committees, identified and prioritized their improvements. Facilities used the prioritized list to create the project list. John Fogarty added that projects were also decided upon site needs and not by giving sites the same dollar amount. For example, some sites needed modernization and those sites required more funds to complete the improvement. Also, all sites did not have the same need. Presently, all 28 school sites within the School Facilities Improvement District have received some type of improvement.

#### vii. Change Orders

- Kelvin Okino discussed change orders for the Series 1 and Series 2 completed projects. The change order percentage remained at 0.01% of the overall construction value.

- Series 1: Final change order percentage for the twenty-five (25) projects is 0.22% based on \$113.6 million in construction costs.
- Series 2: After two (2) completed projects, the change order percentage is currently -2.45% for Bonita Canyon ES and Turtle Rock ES.

viii. Budget Update by Series

- Kelvin Okino discussed the budget iterations for Series 1, 2, 3, and AFAP.

C. State Funding

- There are various State grant programs available to school districts through the School Facility Program. While there are various categories to apply under the program, IUSD primarily applies for State grants that involve new construction, modernization, or Career Technical Education.
- To date, \$43.9 million in State grant funds have been received through Proposition 51.
- Kelvin Okino explained the three (3) steps to the State grant funding process and elaborated on the following:
  - Step 1a “Acknowledged” which list projects there were submitted and beyond the Proposition 51 available funds. Currently, there are five (5) projects totaling \$9.1 million.
  - Step 1b “Workload” which list projects submitted and under review by the State. Currently, there are three (3) projects totaling \$837,000.
  - Step 2 “Unfunded” which list projects submitted and waiting for funds to be approved under Proposition 51. Currently, there are zero (0) projects.
  - Step 3 “Apportioned”. List the projects submitted, approved, and waiting for Proposition 51 State funds. Currently, there are zero (0) projects.

D. Schedule

- Kelvin Okino discussed the program schedule for Series 3 projects:
  - Woodbridge HS Series 3 will start in summer 2024;
  - Irvine High School Increment No. 1 ground improvements have started;
  - Irvine High School Increment No. 2 will be completed in summer 2024; and
  - Culverdale ES, Greentree ES, and Santiago Hills ES will be completed in summer 2024.
- Kelvin Okino presented bid dates for upcoming projects.
- Kelvin Okino discussed Woodbridge HS HVAC Upgrades scheduled for summer of 2024.

E. Project Updates

- Kelvin Okino presented renderings for the following upcoming projects:
  - Culverdale ES: New Multipurpose Building;
  - Greentree ES: New Multipurpose Building and Innovation Lab; and
  - Santiago Hills ES: New Multipurpose Building, Innovation Lab, and Nutrition Services Canopy.
- Kelvin Okino discussed the following for Irvine High School Performing Arts Center:
  - Scope of Work, progress photos for Increment No. 1, and the building renderings.

## **7. Tour of South Lake Middle School**

A. Kelvin Okino led a tour of the South Lake Middle Schools improvements.

i. Modernization. Kelvin Okino explained that modernization had to be completed in phases. This allowed the school to continue its operations. Kelvin Okino toured the Committee through the following areas:

- Nutrition Services area which included an additional new speed line to increase the lines from four (4) to six (6).
- Multipurpose Room which included the addition of a control room;
- Library/Media Center which included new flexible furniture;
- Classrooms and collaboration areas and the improvements within the areas; and

ii. Science classrooms and new robotic area. The science classrooms were originally located throughout the building in separate pods. The modernization brought all the science classrooms into a central area allowing teachers to be more collaborative.

iii. New Science Classroom Building. Kelvin Okino toured the two (2) additional science classrooms completed in 2018. The classroom building is adjacent to modernization science classrooms along all the science classrooms to be within close proximity.

- Music Expansion. Kelvin Okino explained that the expansion provides a dedicated music classroom and instrument storage.

## **8. Questions**

A. There were no additional questions or comments. The next Committee Meeting is scheduled for Monday, April 24, 2023. Meeting location is to be determined.

## **9. Adjournment**

A. Chair Barbara Belfield asked for a motion to adjourn the meeting and member Steve Morton seconded the motion. The meeting was adjourned at 8:03 PM.