

**Irvine Unified School District**  
**MEASURE E CITIZENS OVERSIGHT COMMITTEE (COC)**  
**MEETING MINUTES**  
*July 22, 2019*

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**Meeting Location:** Venado Middle School – New Classroom Building  
**Call to Order:** The meeting of the Measure E Citizens Oversight Committee (Committee) was called to order.  
**Roll Call:** Roll Call was conducted via sign-in sheet  
**Members Present:** Adele Heuer, Richard Knowland, Patti Ragland, Jeffrey Schmehr, Kenric Stone, Betty Jo Woollett, and Kristi Smemoe  
**Members Absent:** Roza Mansouri, Todd Cope, Ryan Larson, and Connie Stone  
**IUSD Staff:** John Fogarty (Assistant Superintendent, Business Services), Kelvin Okino (Executive Director, Facilities & Construction), and Cathie Rain (Administrative Assistant, Facilities & Construction)  
**Guests:** None  
**Next Meeting Date:** October 28, 2019 6:30 p.m. at Creekside HS Career Technical Education Building

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

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

A. Member Adele Heuer called the meeting to order at 6:41 p.m. Roll call conducted via sign-in sheet.

**2. Approval of April 22, 2019 Meeting Minutes**

A. Member Adele Heuer opened the minutes for discussion. There were no items for discussion or correction. Member Patty Ragland moved to approve the April 22, 2019 meeting minutes, seconded by Member Betty Jo Woollett. The April 22, 2019 minutes were adopted.

**3. Measure E Series (2016A – Series 1 and 2018B – Series 2) Financial Reports**

A. John Fogarty distributed the Budget Status Report (Report) for Series 1 and Series 2. The following was discussed.

i. John Fogarty explained that the Series 1 budget reports are Post-Bid Budgets except for the Woodbridge High School Field Project (highlighted in yellow). Bids for the project are due on August 29, 2019. John Fogarty added that the District added \$1.0M from Fund 40, a special reserve fund, to supplement the Series 1 budget. John Fogarty noted Final Budgets (highlighted in green) indicate the final budget for these projects. Currently, the Series 1 budget is \$110.0M which is approximately \$2.0M over the authorized \$108.0M. John Fogarty expects the shortfall to be absorbed once all the projects are completed.

- Member Kristi Smemoe asked how the money would be recovered. John Fogarty explained that he and Kelvin Okino continues analyze the building funds on a regular basis. As the projects near completion, many of them are under budget leaving a surplus.

Kelvin Okino explained that he tracks the project budgets weekly and forecasts the final budgets and as a result identifies which projects have a potential surplus.

- Member Patty Ragland asked why the surplus is not shown on the reports. John Fogarty explained that it is important for the District to track the bottom line for the entire program. Member Kenric Stone added that Measure E projects are under one funding source and it gives the District flexibility by project. Member Patty Ragland added it would be helpful if each project showed the overage or surplus. Kelvin Okino expressed concern that there may be a perceived parity issue between the school sites. Some projects have an overage because of unforeseen conditions while others may have a surplus because there are savings in the consultants' cost.
- ii. John Fogarty noted \$27.8M has been set aside for Series 2 projects and the budget report are Initial Budgets. He added that University Park ES had an Initial Budget of \$7.7M and is the oldest elementary school in the District. The School Facilities Improvement Measure (SFIM) Committee decided that additional funds should be included to provide additional improvements. Currently, there is \$1.3M shortfall shown in the initial stages and savings from the completed projects will be allocated toward the shortfall. If necessary, additional funding from Fund 35 will be used.
  - Member Kristie Smemoe asked what is the Series 2 Woodbridge HS project. Kelvin Okino responded that project is for the modernization of Buildings J and K. These buildings are over 25 years old and are eligible to receive state grant funding.
- iii. John Fogarty added the full detail report of Measure E project expenses will be distributed at the October 2019 COC meeting.

#### **4. Measure E Project Updates**

- A. Kelvin Okino presented an update of the Measure E projects and distributed a copy of the presentation. He discussed the following.
- B. Budget
  - i. Kelvin Okino re-reviewed the budget process and noted that many of Series 1 projects are in the Final Budget phase. A total of \$136M is committed for the two (2) bond series: Series 1 (\$95M) and Series 2 (\$41M). He added that the total funds available for both series is \$179M.
  - ii. Kelvin Okino provided a project budget breakdown for the Series 1 projects.
  - iii. Kelvin Okino presented a construction cost summary for the first nine (9) school sites. He explained that the total change order percentage for \$20M in construction contracts is 1.02%. Member Kenric Stone added that is an extremely low percentage and is a result of a good team.

### C. Financing

- i. John Fogarty explained that the District does not want to sell bonds too quickly and it is important to evaluate assessed values in order to sell the next bond series. He reviewed the original four (4) bond series and the new issued/proposed five (5) bond series.
- ii. Kelvin Okino presented the updated Series 1 through Series 5 projects and costs. He explained that the original Series 2 has been separated in a Series 2 and Series 3.
- iii. Kelvin Okino presented several slides showing the school site “results” of the Series 1 funds, for example, interior classroom doors were installed on 157 classrooms; 178,000 square feet of buildings were modernized, 24 science classrooms were either modernized or newly constructed, etc. As a result of Series 1, approximately 68% of the students within the Schools Facilities Improvement District benefitted from the improvements.
- iv. Member Betty Woollett noted that the Woodbridge HS Performing Arts Complex project has been moving along. She added that traffic has been tolerable especially since summer school is not being held at Woodbridge HS this summer.

### D. State Funding

- i. Kelvin Okino reviewed the state grant charts illustrating the \$39M in applications that have been submitted and the \$15M of Series 2 future applications.
- ii. Kelvin Okino noted that the District received \$439K for the Career Technical Education grant at Creekside HS. Member Patty Ragland asked if these were the first funds received. Member Christi Smemoe inquired asked if it was likely that the District will receive all of the funding requested. Kelvin Okino explained that prior to the passage of Proposition 51, ten (10) years had passed without any state funds sold through a statewide bond. The District remains in the queue for non-Measure E and Measure E projects. Staff submitted approximately \$39M for Series 1 projects. By 2023, the District anticipates receiving these state funds. John Fogarty noted that Governor Newsom’s plan is to allocate more money towards the state grants. He added that the District anticipates receiving these funds but has not included them within the Measure E budget.

### E. Series 2 Implementation/Budget

- i. Kelvin Okino provided a brief update on Series 2 and added that design meetings have started with the architect and school sites. Six (6) school sites are included within Series 2: Bonita Canyon ES, University Park ES, Turtle Rock ES, Northwood ES, South Lake MS, and Woodbridge HS. The elementary schools will be designed, approved by the Division of State Architect (DSA), and constructed. South Lake MS and Woodbridge HS will be designed and DSA approved. Construction on these two (2) schools will start when Series 3 funds are available.
- ii. Member Christi Smemoe asked if University Park ES will need to move during construction. Kelvin Okino noted they will remain on campus with interim housing being placed so construction can be phased similar to the Westpark ES modernization. In addition, South

Lake MS will also receive interim housing since construction will be affecting both levels of the school.

F. Series 1 and 2 Projects: Schedule

- i. Kelvin Okino reviewed a graphic illustration of the current projects.

G. Project Updates – Series 1

- i. Kelvin Okino reviewed the projects that are completed, occupied, under construction, and in planning highlighting the following:
  - Eight (8) projects remain under construction.
  - One (1) project is in the bid phase.
- ii. At Brywood ES, modernization work and construction of the new music classroom building is nearing completion and will be complete for the 2019/20 school year. Staff and students will moved from Westwood Basics back to their school site.
- iii. At Meadow Park ES, modernization work and construction of the new music classroom building is nearing completion and will be complete for the 2019/20 school year. Staff and students will moved from El Camino Real back to their school site.
- iv. At Westpark ES, modernization is complete and the start of school has begun.
- v. At Venado MS, construction is nearing completion and will be complete for the 2019/20 school year.
- vi. At Creekside HS, the multimedia classroom work is complete. Construction on the two (2) Career Technical Education classroom buildings is nearing completion and will be complete for the 2019/20 school year.
- vii. At Eastshore ES, the kindergarten renovation area is complete and staff is moving into the classrooms. Construction of the kindergarten is nearing completion and the expansion area continues under construction and will be complete for the 2019/20 school year.
- viii. At Woodbridge HS, construction of the Performing Arts Center continues.
- ix. At Springbrook HS, the modernization continues and the school has relocated to El Camino Real for the 2019/20 school year.
- x. At Woodbridge HS, bids are due on the field improvement project on August 29<sup>th</sup>. Construction is expected to start in early October 2019.
- xi. Member Richard Knowland asked how the District is communicating to the community on Measure E work. John Fogarty noted that the District sends annual newsletters, updates the District website, and presentations are made to the Board. Kelvin Okino added that the District's Public Information Officer communicates with the Irvine Company, City of Irvine, and Orange County Register. Member Richard Knowland added that 75% of the residents in Irvine do not have students in the schools and inquired how the District is reaching these

residents. Members Kenric Stone and Betty Woollett suggested talking to the Orange County Association of Realtors (OCAR) for community outreach and advertisement on Measure E.

- xii. Member Betty Woollett asked if there would be a tour or new opening for schools that have been modernized. Kelvin Okino noted a re-opening tour for Brywood ES, Meadow Park ES, and Westpark ES has been scheduled and the COC members are invited to attend. Dates will be sent to the members.
- xiii. Member Richard Knowland noted that in Brea Olinda USD, their bonds are not passing. He added that it is important to highlight the work being done now so the community will vote on future bond sales.
- xiv. Member Christi Smemoe asked what would happen if the District went to full day Kindergarten. John Fogarty noted that most districts are declining in enrollment and Irvine USD is not. If that becomes a possibility, the District would adjust at that time.
- xv. Member Christi Smemoe asked where the Woodbridge HS athletic teams would be practicing during the renovation. John Fogarty noted that the teams have been relocated to the adjacent parks and facilities.

#### H. Tour of Venado Middle School New Classroom Building

- i. Kelvin Okino highlighted the following areas during the tour: five (5) new science classrooms, preparation room with overhead projector and whiteboard/screen for small groups; staff restroom, student restrooms, and the exterior of the building was designed to integrate into the existing campus.

#### I. Questions

- i. There were no further questions or comments.

### 5. Adjournment

- A. Kelvin Okino mentioned that the next meeting will be held at Creekside High School Career Technical Education classroom on October 28, 2019 at 6:30 p.m.
- B. A motion to adjourn the meeting was made by Member Christi Smemoe and seconded by Member Betty Woollett. Chair Adele Heuer adjourned the meeting at 8:03 p.m.