

Irvine Unified School District
MEASURE E CITIZENS OVERSIGHT COMMITTEE (COC)
MEETING MINUTES
Monday, November 2, 2020

Meeting Location: Zoom Video Conference
Call to Order: The meeting of the Measure E Citizens Oversight Committee (Committee) was called to order.
Roll Call: Roll Call was conducted via Zoom Video Conference
Members Present: Todd Cope, Adele Heuer, Ryan Larson, Steve Morton, Patti Ragland, Jeffrey Schmehr, and Kenric Stone
Members Absent: Connie Stone and Betty Jo Woollett
IUSD Staff: John Fogarty (Assistant Superintendent, Business Services), Kelvin Okino (Executive Director, Facilities & Construction), and Cathie Rain (Administrative Assistant, Facilities & Construction)
Next Meeting Date: January 25, 2021, Site To Be Determined

Measure E Citizens Oversight Committee Business

1. Call to Order; Roll Call

- A. Vice Chair Todd Cope called the meeting to order at 6:33 p.m. Roll call conducted via Zoom Video Conference.
- B. Kelvin Okino thanked everyone for rescheduling the Committee meeting to Monday, November 2, 2020. The originally scheduled meeting on Monday, October 26, 2020 was postponed due to the Silverado fire that forced evacuations throughout Irvine.

2. Approval of July 27, 2020 Meeting Minutes

- A. Vice Chair Todd Cope opened the minutes for discussion. There were no items for discussion. Vice Chair Todd Cope moved to approve the minutes and Member Patti Ragland seconded. The July 27, 2020 minutes were approved.

3. Approval of Appointment of COC Members

- A. Kelvin Okino introduced the newest member of the Committee, Member Steve Morton who replaced Member Richard Knowland as the Business Organization representative. Member Richard Knowland resigned due to other commitments. Member Steve Morton provided a brief self-introduction and shared he has been a realtor in Irvine for thirty years. Kelvin Okino announced Chair Kristi Smemoe has been hired by Irvine Unified School District and had to resign from the Committee. In addition, Kelvin Okino added Member Betty Jo Woollett is moving out of Irvine and will be resigning from the Committee at the end of November 2020. John Fogarty welcomed Member Steve Morton to the Committee on behalf of the Board Members.

- B. At the September 1, 2020 Board of Education Meeting, five members were approved for an additional term through September 12, 2022: Adele Heuer, Ryan Larson, Patti Ragland, Jeffrey Schemer, and Connie Stone. An updated members' contact list was included in the handouts.

4. Establishment of Committee Chair and Vice Chair

- A. Kelvin Okino opened nominations for the Chair and Vice Chair positions and explained the term of the positions is one year beginning 11/2/2020. Vice Chair Todd Cope volunteered for Chair. Member Kenric Stone nominated Vice Chair Todd Cope and Member Adele Heuer seconded. There were no objections. Member Patti Ragland volunteered for Vice Chair. Member Adele Heuer nominated Member Patti Ragland and Member Kenric Stone seconded. There were no objections.

5. Term Limits of COC Members

- A. Kelvin Okino mentioned five members will be ending their term in 2021. He reminded the Committee at the first meeting on October 24, 2016, lots were drawn to determine which five members would serve one one-year term and two two-year terms for a total of five years. The five members whose term expires in 2021 includes: Todd Cope and Kenric Stone. The term of the six members who will serve three two-year terms for a total of six years expires in 2022. John Fogarty added the process to select new members will be similar to the same process as when the Committee was originally formed.
- B. John Fogarty mentioned the Senior Citizen Organization representative, held by Member Betty Jo Woollett, will be filled.

6. Approval of 2021 Meeting Calendar

- A. The 2021 Meeting Calendar was included as part of the meeting handouts. Vice Chair Todd Cope moved to approve the calendar. Member Kenric Stone seconded. The 2021 Meeting Calendar was approved.

7. Measure E Series (2016A – Series 1, 2018B – Series 2, and AFAP) Financial Reports

- A. John Fogarty presented the Series 1, Series 2, and Augmented Funds to Accelerate Projects (AFAP) Reports and discussed the following:
 - i. Under the Series 1 report, schools highlighted in green represent Final Budgets for the projects. Currently, there is a surplus of funds under Series 1 and these funds will move into Series 2.
 - ii. Under the Series 2 report, schools highlighted in yellow represent Initial Budgets for the projects.
 - iii. Under the AFAP report, schools are currently in the pre-construction planning phase. AFAP funds were made available by using District funds received through the State grant reimbursement program. Once State grant funds are received for Measure E projects, the funds will replenish District funds. There are several advantages to making the funds available: projects are moved up from later series, reduce the future construction cost escalation, and students and the community will benefit from these improvements sooner.

- iv. John Fogarty noted there may be some challenges with the Irvine HS Performing Art Complex. In addition to being a very large project, there are existing site conditions that could drive up the construction cost.

8. Measure E Fiscal Year 2019-2020 Expense Report

- A. A detailed financial ledger (Fund 21) was included as part of the handout. John Fogarty mentioned this annual report was requested by the Committee and identifies all costs paid under Fund 21 for the fiscal year 2019/20. The report categorizes costs by site and identifies the vendor, description, purchase order number, invoice date, fiscal year, check date and number, and transaction amount.

9. Measure E Updates

- A. Kelvin Okino presented a PowerPoint presentation on Measure E. The presentation was separated into four categories: budget, state funding, schedule, and project updates.
- B. The following Measure E Budget items were presented:
 - i. John Fogarty reviewed the Measure E funding explaining Series 1 and Series 2 have been sold. If the Assessed Valuation continues to grow, the District will review potentially selling Series 3 in 2021.
 - ii. Kelvin Okino discussed the following funding related topics:
 - Funding timeline. Illustration showed a timeline of the five-bond series and total funds for the Measure E program. State grants of \$35.7 million are expected before 2023, which will reimburse the District funds used for AFAP projects.
 - Committed funds-to-date. A breakdown of the \$212.8 million funds which included Measure E bonds, District funds, grants, and a rebate.
 - Budget Process. Illustration showed the four stages of a budget. AFAP are in the Initial Budget phase; several Series 2 projects are in the Post-Bid Budget phase, and Series 1 and several Series 2 projects are in the Final Budget phase.
 - Post-Bid Budget versus Final Budget. The difference between the post-bid budgets and final budgets for completed projects.
 - Series 1 Projects. The adjustments to the Series 1 funding and comparison to the current committed costs. A \$3.6 million surplus currently shown.
 - a. Project Budget of Groupings. The school sites were grouped into projects and the project budgets were shown for the groupings.
 - b. Construction Change Orders. Final change order percentage for twenty-four (24) projects is 1.00% based on \$91.1 million in construction costs. Westpark ES, Brywood ES, Meadow Park ES, and Springbrook ES will have final construction costs shortly.
 - Series 2 Projects. Summary of the funds available versus current budget and Series 1 surplus funds. A \$315,097 surplus is currently shown.

- Bond Series Overview. Illustration showed school sites and anticipated scope of work within the five-bond series and AFAP. In addition, a summary of the funds and costs.

C. Kelvin Okino reviewed the Measure E State Funding and discussed the following:

- i. The three steps to the State Grant funding process were presented.
 - Step 1a “Acknowledged” List are projects submitted and beyond Proposition 51 available funds. Series 1 has three projects totaling \$837,166 on the list and require a future State bond sale.
 - Step 1b “Workload” List are projects submitted and under review by the State. Funds are anticipated to be received under Proposition 51. Series 1 has 20 projects totaling \$34.9 million on this list.
 - Step 2 “Unfunded” List are projects submitted and waiting for a future Proposition 51 State bond sale. Series 1 has three projects totaling \$1.9 million on this list.
 - Step 3 “Apportioned” List are projects submitted, approved, and waiting for Proposition 51 State funds. Series 1 does not have any projects on this list.

D. Kelvin Okino reviewed the Measure E Schedule and discussed the following:

- i. Series 1 projects are almost wrapped up.
- ii. Bids were received on October 22, 2020 for Northwood ES and University Park ES. Construction is scheduled to start in December 2020. Bonita Canyon ES and Turtle Rock ES are under construction.
- iii. South Lake MS and Woodbridge HS: approved by Division of the State Architect (DSA) and will begin construction once Series 3 Bond funds are received.
- iv. Canyon View ES, Deerfield ES, Oak Creek ES, and Plaza Vista School are in-design and will bid in early 2021. Construction is anticipated to complete summer 2022.
- v. Irvine HS is in design and will be submitted to DSA for approval. Construction will begin once Series 3 Bond funds are received.

E. Kelvin Okino reviewed the Series 1 Project updates and discussed the following:

- i. Recently completed photos and updates were presented for Springbrook ES Modernization, Springbrook ES New Classroom Building, and Woodbridge HS Performing Arts Complex.
- ii. Progress photos and updates were presented for Bonita Canyon ES New Multipurpose Building and Turtle Rock ES New Music Classroom Building.

F. Kelvin Okino reviewed the Series 2 Projects updates and discussed the following:

- i. Renderings and updates were presented for University Park ES New Classroom Building, University Park ES Building D Collaboration Spaces and Design Lab, Northwood ES Campus Improvements, Northwood ES New Classroom Building, and Northwood ES Expanded Nutrition Services.

G. Kelvin Okino reviewed the AFAP Project updates and discussed the following:

- i. Renderings and updates were provided for Canyon View ES Music Classroom Expansion and Innovation/Design Labs, Deerfield ES New Music Classroom Building, Oak Creek ES New Music Classroom Building, and Plaza Vista School New Music Classroom Building and Kindergarten Renovation.
- ii. Renderings and updates were provided for Irvine HS Performing Arts Complex (planning and design only).

H. Upcoming Events

- i. Kelvin Okino mentioned the next Committee Meeting is scheduled for January 25, 2021. Depending on COVID-19, he hopes to hold the meeting at the Woodbridge HS Performing Arts Complex.

I. Comments / Questions

- i. There were no further questions. Member Todd Cope noted the District has done a great job with all of the projects.

10. Adjournment

- A. Vice Chair Todd Cope motioned to adjourn the meeting, seconded by Member Ryan Larson. Vice Chair Todd Cope adjourned the meeting at 7:48 p.m.