

**MINUTES OF THE JOINT MEETING OF THE
MEASURES C & EE CITIZEN BOND OVERSIGHT COMMITTEE
MANHATTAN BEACH UNIFIED SCHOOL DISTRICT**

**May 3, 2018
6:00 p.m.**

The Members of the Joint Measures C and EE Bond Oversight Committee held a regular meeting on Thursday, May 3, 2018, at 1401 Artesia Blvd, Manhattan Beach, California 90266

Members of the Committee	<p>Attendees: Jonathan Beutler, John Bushman, Tim Flake, Stewart Fournier, Michael Kiely, Larry Kleinberg, Harry Langenberg, Greg Reynolds, Claudia Schloss, Mark Sprague, Larry Zimbalist</p> <p>Absent: Jeffrey Serota, Steven Nicholson, Craig Underwood, Tolga Yaprak</p>
District Personnel	<p>Attending: Dr. Dawnalyn Murakawa-Leopard, Deputy Superintendent</p> <p>Absent: MBUTA Rep. Member, Board of Trustees Rodney Jorgensen, Buildings Trade Specialist/CSEA Rep</p>
Other Attendees / Personnel	Emily Kay, Project Executive – Balfour Beatty (Measure EE)
Call to Order	A quorum was met and the meeting was called to order by Tim Flake at 6:10 PM
Pledge of Allegiance	The Pledge of Allegiance was led by Mark Sprague 6:10 PM
Announcements and Communications	<ul style="list-style-type: none"> • Tim Flake announced that Jeffrey Serota has resigned from the BOC. The Board will be selecting a replacement member. • Welcomed Ms. Emily Kay, Balfour Beatty Project Executive
Public Comments	None.
Presentation/Discussion	<p>Measure EE budget: Ms. Emily Kay with Balfour Beatty reviewed the current budget calculations, and discussed additive alternates.</p> <p>Please reference spreadsheet from agenda packet material showing:</p> <ul style="list-style-type: none"> • Overall current budget estimate on left on spreadsheet. • Direct cost of approximately \$25million based on Construction Specifications Institute (CSI) guidelines.

	<ul style="list-style-type: none"> • CSI division scope descriptions and associated budget estimates on right-hand side of spreadsheet. • Current additive alternatives and estimates on lower right of spreadsheet <p>Emily Kay indicated that the estimate is probably 95%, with further refining to be done once DSA provides feedback on the design plans that were submitted in February 2018. Even with DSA comments it is not anticipated that there will be significant visual changes to the February 2018 design.</p> <p>The committee noted that the budget dropped by \$2.8 million since the Gensler presentation to the BOC in May 2017. Emily Kay noted that this was primarily due to changes in the materials selections.</p> <p>The committee wants to be able to ensure that nothing promised to the citizens was removed to get under budget and requested a summary of where the budget reductions occurred.</p> <p>Members noted that once the design is completed there will be a higher level of accuracy in the budget estimates, but are concerned about the impact of steel/tariffs. Emily Kay noted that escalation is built in, and Balfour-Beatty’s goal is to obtain three to five options per bid package to be as competitive as possible. Also, Gensler was approved to submit designs to DSA with and without ripcord items (see reference packet handout). The cost of the second set of plans was \$87,290. Items identified in the designs as potential cost reduction strategies include:</p> <ul style="list-style-type: none"> • Alt #1 - Flex room #25 (design still includes classrooms – committee inquired about square footage in plan and how much was cut) • Alt #2 - Entrance Canopy size reduction • Alt #3 - Flushing out walls (just for looks) • Alt #4 – Storage buildings (MBX may fund outside of bond funds if necessary) • Alt #5 – Backstops (2) <p>DSA could approve plans by December 2018. Demolition is dependent on DSA approval but would start as soon thereafter as possible.</p> <p>The committee requested an update on what other facility options the District has lined up for athletics to use during construction, what the cost of using these other facilities would be, and to report back if these costs could be charged to the bond. The District noted that these expenses could be paid for by bond funds, but the District also has the option of paying for anything outside of the bond if other funds available.</p> <p>The District would be coordinating FF&E’s (furniture, fixtures and equipment) to be aligned with construction such that the building opens shortly after completion.</p>
<p>Committee Business</p>	<p>1.0 Agenda item – Bond progress updates with a focus on significant developments or changes since the last BOC meeting on February 1, 2018.</p> <p>Measure C – DLR has come back with design cost for all school site projects with the exception of the proposal for an interim housing site to be used by all campuses except Pennekamp and Grand View. Rough project costs for each</p>

site (embryonic) are being developed for Measure C projects and the District will know more once completed.

The safety conversation resulted in the City of Manhattan Beach providing the District \$1 million for improvements that can be done outside of Measure C (e.g., upgraded radio system). However, the recommended campus fencing will be included in Measure C which will be expedited at Pennekamp, Grand View and Pacific. The District is looking at the other recommendations for areas where bond funds may be used for safety systems (e.g., video surveillance), and these systems' impact on ongoing staffing and maintenance costs.

It was noted that Measure C soft costs are currently tentative.

Measure EE – no project update beyond what was discussed during Balfour-Beatty's presentation. The committee did ask for feedback on/about:

- Whether the existing snack building next to the current gym remain in place during construction,
- If there will be a "tunnel" from the locker room to the field for players to use.

2.0 Agenda Item – Bond expenditure updates (see meeting handouts)

Measure C: The committee reviewed the updated expenditure summary. It was discussed that there has not been any push-back on Grand View having the bigger budget.

Measure EE: The committee reviewed the updated expenditure summary, noting that more spending has been done for Measure EE.

The committees requested expenditure updates after June 30th in order to prepare the upcoming semi-annual reports for August.

3.0 Agenda Item - Set or confirm future BOC meeting(s). Next one scheduled for 8/2/18 to review semi-annual report due to board by 8/15/18 board meeting.

The District to provide expenditure updates after 6/30/18 for the Report Subcommittee's use in drafting the semi-annual report before the 8/2 meeting during which the committee plans to review, edit as needed and approve.

4.0 Agenda Item – Approve minutes of the February 1, 2018 BOC meeting

- **Measure C and Measure EE**
MOTION to approve the 2/1/18 joint BOC meeting minutes.
Motion by: Michael Kiel
2nd : Greg Reynold
AYES: Unanimous
NOES: 0

	<p>ABSENT: 4 ABSTENTIONS: 0</p>
<p>Items for Future Mtgs</p>	<ol style="list-style-type: none"> 1. Responsibilities of bond oversight committee presentation (Tim Flake to look for previous presentation to update for a fall BOC meeting) 2. Chris Bremer (past BB BOC member) – Insights and what we should be looking for in terms of controls to make sure spending is panning out. 3. What a Lease-Leaseback (LLB) entails (Dawnalyn-Murakawa Leopard) 4. Project site-walk – Measure EE project (MC Athletic Complex) 5. Items requested by the BOC members
<p>Adjournment</p>	<p>Mark Sprague called for a motioned to adjourn the meeting at 7:45 PM.</p> <p>MOTION to approve the 2/1/18 joint BOC meeting minutes. Motion by: Larry Kleinberg 2nd : Claudia Schloss AYES: Unanimous NOES: 0 ABSENT: 4 ABSTENTIONS: 0</p>