

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

**August 2, 2018
6:00 p.m.**

The Members of the Joint Measures C and EE Bond Oversight Committee held a regular meeting on Thursday, August 2, 2018, in the Board Meeting Room at 325 S. Peck Ave., Manhattan Beach, California 90266

<p>Members of the Committee</p>	<p>Attendees: John Bushman, Stewart Fournier, Larry Kleinberg, Harry Langenberg, Charles McPeak, Claudia Schloss, Mark Sprague, Craig Underwood, Larry Zimbalist</p> <p>Absent: Jonathan Beutler, Tim Flake, Michael Kiely, Greg Reynolds, Steven Nicholson, Tolga Yaprak</p>
<p>District Personnel</p>	<p>Attending: Bill Fournell, Board of Trustees Dr. Dawnalyn Murakawa-Leopard, Deputy Superintendent</p> <p>Absent: MBUTA Rep. Rodney Jorgensen, Buildings Trade Specialist/CSEA Rep</p>
<p>Other Attendees / Personnel</p>	<p>None.</p>
<p>Call to Order</p>	<p>A quorum was met and the meeting was called to order by Mark Sprague at 6:10 PM</p>
<p>Pledge of Allegiance</p>	<p>The Pledge of Allegiance was led by Larry Kleinberg at 6:10 PM</p>
<p>Announcements and Communications</p>	<p>None.</p>
<p>Public Comments</p>	<p>None.</p>

<p>Presentation/Discussion</p>	<p>The committees welcomed Mr. Charles McPeak, selected by the Board of Trustees to complete the term of Jeffrey Serota who resigned from the BOC in May 2018. Charles discussed his experiences:</p> <ul style="list-style-type: none"> • Career as a finance controller, followed by • 25-years as a professor at Pepperdine University (retired in 2017) • Three children went through Costa, and now has three grandchildren in the District (Robinson, MBMS and Costa in the fall) • Daughter Holly played volleyball at Costa and is a 3x Olympian • Daughter Katie volunteers in the District and is married to Coach Geller <p>Charles McPeak’s term on the Measures C & EE BOC is through April 2020.</p>
<p>Committee Business</p>	<p>1.0 Agenda item – Review the semi-annual reports for Measure C and Measure EE for the six-month period January 1, 2018 through June 30, 2018.</p> <p>The District handed out updated budget & expenditure summaries to the ones in the original agenda packet for both Measures C and EE. Budget numbers will continue to be refined based DSA review (currently underway for Measure EE) and as Measure C projects’ design plans are developed. Balfour-Beatty pre-construction and construction management contracts are now in place for Measure C and will enable further budget review and refinement going forward.</p> <p>The 2017/18 expenditures on the summaries are firm and based on actuals the District has received. Additional 2017/18 expenditures may be added if additional invoices are received. It was noted that the timing of this semi-annual report is challenging given the District has not fully closed for the year.</p> <p>Measure C Semi-Annual Report – The semi-annual report Section III: Budget and Spending (pg. 2) was modified to include the updated budget & expenditure totals from the revised summary. No other updates beyond minor formatting corrections where made.</p> <p style="padding-left: 40px;">MOTION to approve the Measure C Semi-Annual report as modified. Motion by: Craig Underwood 2nd by: John Bushman AYES: 9 NOES: 0 ABSENT: 6 ABSTENTIONS: 0</p> <p>Measure EE Semi-Annual Report – The semi-annual report Section III: Measure EE Bond Spending (pg. 3) was modified to include the updated budget & expenditure totals from the revised summary. The five factors presented at the May 3, 2018 meeting by Ms. Emily Kay from Balfour-Beatty that resulted in the \$440,017 decrease in the Measure EE total budget were requested to be included in the report (pg. 2 & 3, Section III: Budget Status) for clarity and reference. No other</p>

updates beyond minor formatting corrections where made.

MOTION to approve the Measure EE Semi-Annual report as modified.

Motion by: Larry Kleinberg

2nd by: Stewart Fournier

AYES: 9

NOES: 0

ABSENT: 6

ABSTENTIONS: 0

2.0 Agenda Item – Bond progress updates with a focus on significant development or changes since the last BOC meeting on May 3, 2018.

Measure C: The following updates were discussed:

- The District has approved the agreement with Balfour Beatty for pre-construction and construction management for Measure C projects
- Looking at OCIP (owner controlled insurance program), and are likely to go in that direction
- DLR is working on designs at Grand View, Pennekamp, Meadows, Pacific, and MB Preschool in order to understand scope and pricing. Once this is done, the District will be able to update information on schedule and budget.

Measure EE: The following updates were discussed:

- Initial DSA review has been completed; architects are revising plans based on DSA comments and are hoping for back check and final approval in September
- This would put the project on track for a November start
- Winter and spring sports equipment is being moved out of the gym now in preparation for demolition
- The District is in the process of determining availability (and cost) of other school gym facilities for use while the MCHS gym is unavailable. There may be cost for this; the Board will need to determine whether or not those costs will be charged to the bond program or to another funding source.

Steel Tariffs: The committee asked if there were any insights on the projected budget impact due to the steel tariffs. The District will touch base with Balfour-Beatty and DLR, but current project discussions indicate there will be an impact. Contractor's estimator saying 3 to 5 percent per year.

3.0 Agenda Item – Bond expenditure updates.

Measures C and EE: The District handed out updated budget & expenditure summaries to what was in the agenda packet for both Measures C and EE. Budget numbers will continue to be refined based DSA review currently underway for Measure EE, and as Measure C projects' design plans are developed. Balfour-Beatty pre-construction and construction management contracts are now in place for Measure C and will be will enable further budget review and refinement going forward.

	<p>See updated Budget & Expenditure summaries for Measures C & EE (attached).</p> <p>3.0 Set or confirm future BOC meeting(s).</p> <p>The committees set the next BOC meetings to be held on November 15, 2018 and January 24, 2019. The January 24th meeting will focus on finalizing the semi-annual reports for the period ending December 31, 2018.</p> <p>MOTION to approve a Joint Measures C & EE BOC meeting to be held on November 15, 2018 Motion by: Claudia Schloss 2nd by: Larry Zimbalist AYES: 9 NOES: 0 ABSENT: 6 ABSTENTIONS: 0</p> <p>MOTION to approve a Joint Measures C & EE BOC meeting to be held on January 24, 2019 Motion by: Larry Zimbalist 2nd by: Harry Langenberg AYES: 9 NOES: 0 ABSENT: 6 ABSTENTIONS: 0</p> <p>4.0 Agenda Item – Approve minutes of the May 3, 2018 BOC meeting</p> <p>MOTION to approve the 5/3/18 joint BOC meeting minutes. Motion by: Mark Sprague 2nd : Larry Zimbalist AYES: 7 NOES: 0 ABSENT: 6 ABSTENTIONS: 2 (Mr. Fournier and Mr. Underwood abstained as they were absent for the May 3, 2018 meeting.)</p>
Items for Future Mtgs	<ol style="list-style-type: none"> 1. Balfour-Beatty is requested to present updated budgets and project statuses at the 11/15/18 BOC meeting 2. Project site walk of MC Athletic Complex on 11/15/18 (if there is any activity to see by this date) 3. Responsibilities of the bond oversight committee 4. 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. 5. What a Lease-Leaseback (LLB) entails (Dawnalyn-Murakawa Leopard) 6. Items requested by the BOC members
Adjournment	Mark Sprague called for a motioned to adjourn the meeting at 7:05 PM.

	<p>MOTION to adjourn Motion by: Charles McPeak 2nd by: Larry Zimbalist AYES: 9 NOES: 0 ABSENT: 6 ABSTENTIONS: 0</p>
--	---