



**Moreno Valley Unified School District
25634 Alessandro Blvd.
Moreno Valley, CA 92553**

**Citizens' Bond Oversight Committee
Measure M**

http://www.mvUSD.net/divisions/business_services/facilities_planning_development/measure_m

*Meeting minutes approved at the April 26, 2018
Citizens' Bond Oversight Committee meeting*

Meeting Minutes

- Members Present: Tim Lyons, Member
Ross Nakatani, Member
Cristina Sanchez, Member (CBOC Meeting Only)
Adam Sinner, Member
Keri Then, Member
LaShonda Tillmon, Member
- Members Absent: Jennifer Bell, Member
Alicia Espinoza, Member
- District Representatives Present: Jeff Hoskinson, Atkinson, Andelson, Loya, Ruud and Romo (AALRR)
Hamid Yosafi, California Financial Services
Kirtan Shah, Vavrinek, Trine, Day and Co., LLP
- District Staff Present: Jorge Alvarado, Facilities Planner
Samer Alzubaidi, Facilities Director
Rosalie Martinez, Facilities Secretary
John Nichols, Facilities Planner

1. Call to Order
The meeting was called to order at 4:30 p.m.
2. Introductions and Welcome
Mr. Hoskinson welcomed the Committee and provided a brief overview of the "Brown Act", and its components including a discussion regarding open and closed session forums.

The Committee and attendees introduced themselves.

3. Overview of Ralph M. Brown Act

Mr. Hoskinson provided "Brown Act" handouts to the Committee and staff. The documents were reviewed and discussed in detail by the Committee, staff, and attorney. It was mentioned that the "Brown Act" governs transparency of meetings and public documents.

Mr. Alzubaidi inquired about the obligation that the Citizens' Bond Oversight Committee (CBOC) has. In response, Mr. Hoskinson stated that the CBOC's role is to review the Measure M Bond Expenditures and Audit Report.

Break Until 5:30 p.m.

The Committee opened up the CBOC meeting at 5:30 p.m. It was suggested by Mr. Alzubaidi that a CBOC Member be temporarily appointed Chair for the meeting. Ms. Then volunteered. The Committee took a vote, and accepted her, all ayes.

It was stated that a Chair for the Committee will be appointed at the upcoming CBOC meeting. An agenda item will be in place for Committee Chair Election.

4. Public comments on Agenda and Non-Agenda Items Related to Measure M Only

There were no comment cards submitted

5. Approval of meeting minutes from meeting no. 8 held on June 29, 2017

Ms. Then presented the meeting minutes to the Committee for review and approval. The Committee approved the minutes, all ayes.

6. Brief overview of projects

Mr. Alzubaidi discussed the Edgemont Elementary School Reconstruction Project in detail and its completion. He also mentioned the removal of the portable classrooms. Students and staff occupied the new building on January 8, 2018. Future work at the site includes landscaping and playgrounds. The Facilities Planner overseeing the project, John Nichols, was introduced.

Mr. Alzubaidi discussed the progress of the Canyon Springs High School Stadium and introduced Jorge Alvarado, the Facilities Planner overseeing the project. The project started construction in May 2017, and is scheduled for completion in May 2018. This project is being funded by the Measure M Bond.

Mr. Lyons inquired about portable classrooms and their usage at Moreno Valley High School. In response, Mr. Alzubaidi stated that the portables are still being utilized while the modernization phase is in progress.

Mr. Alzubaidi and Mr. Nichols discussed state funding for future modernization projects.

Mr. Alzubaidi informed the Committee that the temporary kitchens at the middle schools are in place while the modernization phase is in progress due to the schools being occupied. Bond and Nutrition Services monies are the funding sources for these projects, and will include ADA requirements being satisfied and improvements. Mr. Alzubaidi discussed the possibility of funding increases based on unforeseen conditions that may occur at a project site.

Mr. Alzubaidi informed the Committee that architects have been hired for the priority school projects (listed on page 21 of the expenditure report), and mentioned that the District is working with consultants to start design and submit to the state for modernization grant funding. The Board approved matching the state to receive the funds for modernization.

Mr. Lyons inquired about the procurement process. In response, Mr. Alzubaidi stated that the District follows the public contract code procedure. The jobs are first bid on by advertisement. Bids are then submitted and numbers are reviewed publicly through the public bid opening. The recommendation comes through with the lowest, responsive, responsible bidder as per the requirement of the contract. The contract is then awarded and approved by the Board, based on the recommendation of Facilities.

7. Review of expenditure report

Mr. Alzubaidi introduced Mr. Yosafi from California Financial Services (CFS).

Mr. Yosafi reviewed the expenditure report in detail with the Committee. The discussion included funding sources, acronyms, commitments by vendors, Measure M Project expenditures, and the following:

- \$398 million dollars authorized to the District.
- \$101.9 million dollars has been received by the District.
- Review of progress at project sites.
- Moreno Valley High School Modernization, 2-Story Building was paid for by Emergency Repair Project (ERP) and Bond monies. The new building occupied on January 8, 2018.
- Modernization of Moreno Valley High School, Building L and the Gymnasium is being fully funded by Bond money and is a 2-million-dollar project.
- The middle school kitchen projects are being funded by Bond and Nutrition Services monies.
- Armada new 2-Story Building was paid for by ERP and Bond monies. This project was completed and occupied in August 2016.
- Review of state grant modernization eligibility for priority schools.
- State funding, District funds, and Fixed Grants were discussed

Mr. Sinner inquired about site modernization projects, and asked if any were qualified by the State specifically. Mr. Alzubaidi responded, no.

Mr. Lyons inquired about the process of matching funds. Mr. Nichols provided details regarding fixed grants, state funds and district funds.

Ms. Then inquired about the exclusion of Serrano Elementary within the expenditure report, and suggests retaining all project site information on the report for historical reasons, even if it has been completed. Ms. Then suggested adding a section at the end of the report specifically for completed projects. She also noticed Valley View High School is not shown on the report. In response, Mr. Alzubaidi stated that the funding source for this project is not coming out of the Measure M Bond fund.

Ms. Then inquired about the order of priority for the sites. Mr. Alzubaidi responded that there is no priority currently, and that all modernization projects are scheduled to begin at the same time. He stated that the District may elect to start with three to five schools once the projects are approved by Department of State Architect (DSA), depending on the need. The District will provide the Committee with a list of sites that have priorities, if any, based on board approval. Facilities will make recommendations to the Board.

Mr. Lyons commented that any decisions being made by the District be transparent to the community and public.

Ms. Then expressed her contentment with the new report layout. She mentioned that the Committee is responsible for the review and discussion of the report to ensure that Bond money is being spent as designated.

Mr. Lyons commented that the responsibility of the Committee is to report on the expenditures of Measure M Bond projects. He further inquired about the plan of operations. Mr. Alzubaidi mentioned that the Facilities Department utilizes the Master Plan the District has in place since 2014 for future work, including the 18 modernization sites currently in progress. This plan will be updated as changes take place. The Master Plan is also available on the District website.

Ms. Then asked the Committee for any further comments or concerns regarding the expenditure report. No other comments were made.

8. Review of the Measure M Financial Audit Report

Kirtan Shah from Vavrinek, Trine, Day and Co. provided a detailed review of the financial audit report. The report is scheduled to be presented to the Board in February.

The Committee voted unanimously to receive and file the Expenditure Report, and the Measure M Financial Audit Report, all ayes.

9. Future Citizens' Bond Oversight Committee Meeting Date

April 26, 2018

Ms. Then stated the CBOC bylaws requires meetings to take place once a year, but not more than quarterly. She suggested the next meeting be set in April. It was also

suggested changing the meeting time to 3:30-5 p.m. The Committee approved the date and hour change for the next meeting, all ayes.

Mr. Alzubaidi mentioned the annual tour of project sites will be taking place in the near future.

10. Committee Questions and Comments

Ms. Then introduced Member, Ms. Cristina Sanchez to the group as she arrived after the commencement of the CBOC Meeting.

11. Meeting Adjourned at 6:30 p.m.