

**Wisburn Unified School District
Measure A and Measure AA Bond Oversight Committees
Meeting Minutes from April 29, 2019 meeting**

Attendees:

- Russell Kehl, Community Member, Chair
- Cindy Parsons, Community Member
- Daniel Juarez, Community Member
- Don Putnick, Community Member
- Siobhan Scott, Community Member
- Dave Wilson, Chief Business Official, Wisburn Unified School District
- Dr. Blake Silvers, Superintendent, Wisburn Unified School District

1. Russell Kehl called the meeting to order at 7:06 pm.
2. Minutes from the October 8, 2018 Measure A and Measure AA Bond Oversight Committee meeting were reviewed and approved as presented.
3. Review of Measure A Revenues, Expenditures and Fund Balance (Fund 21.3)

Fiscal Year Activity		Activity Details	
Fund balance as of 7/1/2018:	\$9,213,917.32		
Revenue since 7/1/2018: (Interest on Bond Fund)	\$84,274.19	Revenue	
		• Interest 1st Quarter:	\$43,963.55
		• Interest 2nd Quarter:	\$40,310.64
Expenditures since 7/1/2018:	-\$8,306,330.66	Expenditures	
		• Bond Fees	- \$750.00
		• Salaries & Benefits:	-\$108,017.28
		• Misc. equipment, mileage	-\$5,134.61
		• Utilities:	-\$18,793.07
		• Legal Services:	-\$72,550.00
		• Contracted Services, Permits:	-\$319,882.92
		• Architect Fees:	-\$327,817.50
		• Construction:	-\$7,453,385.28
		Note: includes transfer of expenses from Fund 21.4	
Fund balance as of 3/31/2019:	\$991,860.85	Change in Fund balance:	-\$8,222,056.47

4. Review of Measure AA Revenues, Expenditures and Fund Balance (Fund 21.4)

Fiscal Year Activity		Activity Details	
Fund balance as of 6/30/2018:	\$0.00	Fund closed	

Discussion:

- Using Measure A funds to finish High School and Pool projects. Transferred High School and Pool expenses to Measure A Fund 21.3 because Measure AA Fund 21.4 has zero balance.
- Question about legality of transferring money between bond funds? Auditors are OK with transfer between funds so long as meet objective (facilities construction). The bond measure language is broad enough with some ambiguity.
- Approaching zero balance in Fund 21.3. Still owe \$575,000 to Balfour Beatty to close out Phase 2. Balfour Beatty moved \$400,000 from Phase 2 contingency to Phase 1 so could finish job, have to pay back. Owe \$125,000 to RDM Electric. Moving toward zero balance in all funds (Measure A, Measure AA, Measure E, and Developer Fees).
- Attorney fees for Phase 1 close out with Balfour Beatty (documents to protect the District). Have not yet certified Phase 1, additional 2-3 months for soil engineer and inspector of record.

- Pool: WUSD share is exactly \$6 million. Need to collect \$20-30,000 in cost overruns from El Segundo.
- Lessons Learned:
 - Good to include price escalation in budget.
 - Project well managed, change orders approximately 7% (typical 15%), good to have a Construction Manager working on behalf of the school district.
 - Biggest snag was the soil issues, should have done full geo analysis with more soil borings.
 - How hold contractors accountable.

Update on Current Projects:

- Still trying to close out High School Phase 1 and Phase 2. Not yet certified on Phase 1 due to air flow balance issues. Gensler plans had a design flaw -- the code changed, architect should have known about the code change. The fire walls restrict air flow, so cut holes in wall and have devices that check pressure at doors. Still have issue on Floor 4; think can fix quickly/inexpensively; pay for out of General Fund.
- Gym also having air flow issues -- cut louvers, having return air issues, doors won't close. Gensler agreed is a design issue.

Pool:

- Is a "Myrtha Pool" which is a steel shell with rubber surface that lasts longer and easy to repair.
- Pool Joint Use Agreement with El Segundo is final and pool is open.
- WUSD has High School swim team. Gets exclusive use for 3 hours per school day; also get 6 days per year exclusive use of whole facility. Need to talk with WEF and PTAs about how to use exclusive days.
- El Segundo manages/operates pool and collects fees for use, keeps all revenue. WUSD gets no revenue from the pool. WUSD can hold fundraiser event (e.g. swim competition or basketball tournament) on its exclusive days, but needs to pay for lifeguards and custodial costs.
- Security: have locked gate so can't get onto campus from pool; also surveillance in gym. El Segundo police have office upstairs above pool (school resource officers).

Miscellaneous:

- Demolish old Dana: Da Vinci needs to move to Sepulveda site in Del Aire (modulars in back). Estimate by end of 2019. Use Measure CL safety funds (\$1.5 Million set aside for soft landing).
- Master Plan: contractor (LPA) will do 6-7 internal focus groups starting now, then community focus groups in August/September. Meet with community groups all together instead of separate. Have initial renderings of Master Plan by March/April 2020.
 - New fields (what type of fields?)
 - How use Del Aire site? WUSD owns a lot of land including tennis court, basketball court.
 - Burnett: remove portables, expand nurse's office
 - Anza safety issues (exterior doors face the parking lot)
- Safety Audit / threat assessment ongoing for all school sites; have discussed active shooter; sites are well protected but always room for improvement.
- Visitor Management System: sign in, check ID, and print temporary badge; check background and sexual predator database. DaVinci had system first, just purchased for other sites, link up all sites. \$2,500 per year for license & maintenance.
- Fields: need to dispose of bad soil and finish soccer field for High School. Better to own time on fields, and rent out when not using. \$10,000 per year maintenance to replace turf in 10 years.

Next meeting: Monday October 7, 2019 at 7:00pm.
 Meeting adjourned at 8:16 pm
 Minutes by: Cindy Parsons