

Moorpark Unified School District

MEASURE "S"

Citizens Bond Oversight Committee

Thursday, April 20, 2017

MINUTES

The minutes were approved on May 2, 2017, as amended

1. **CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Chairperson, Daniel Groff.
2. **WELCOME/INTRODUCTIONS:** In attendance were: Robert Babcock, Bonnie Boe, Denise Ferguson, Ilee Rhimes, Arshia Rios, Ken Simons, Daniel Groff, Pearl Izuka, Anne Gibson (Assistant Superintendent of Business), Mike Winters (Director of Information and Technology), Ken Haas (Director of Maintenance Operations and Facilities), Latasha Jamal (Director of Fiscal Services). Excused: Jolene Escalante, Sandi Thompson.
3. **APPROVAL OF MINUTES:** Motion was made by Robert Babcock, 2nd by Bonnie Boe to approve the minutes of the February 1, 2017 CBOC Meeting. Approval was unanimous.
4. **PUBLIC COMMENTS:** There were no public comments.
5. **TECHNOLOGY PROJECTS AND EXPENDITURE UPDATE** – Mike Winters handed out a Tech Expenditures Sheet (attached) covering the period of 7/1/2016 through 3/31/2017. All Software Contracts/Services referenced on the handout have been paid through the Fiscal year. There will be additional cost for the Salary/Benefits & Consultant Fees as the school year is not yet complete. There were questions on the Salary/Benefits items listed as they included 2 Certificated Teachers, which appears to be in conflict with the terms of the Measure "S" Bond. After questions and discussion, it was recommended by the Committee to move this item to the General Operating Fund. Pearl Izuka was asked to contact the School bond legal counsel to discern whether this is in actual violation of the Bond. The Committee then agreed to a special meeting, date TBD, to make an official recommendation and request based on the advice of legal counsel.
6. **CONSTRUCTION/MODERNIZATION EXPENDITURE UPDATE** – Ken Haas provided a Maintenance Department Measure S Expenditure Update (attached) covering the period of 7/1/2016 through 3/31/2017. This reflects projects that are completely finished as of 3/31/2017. This primarily covered modernization at Moorpark High School of the infrastructure.
7. **FINANCIAL UPDATE** – Latasha Jamal provided a handout of the Status of the Bond Projects funding (attached) which delineates the funding so far for the 2016/2017 School year, and the 2016/2017 Encumbrances (where POs are already in place), as well as the projected amount of \$900,000 available for the 2017/2018 school year to be used on Measure "S" projects. The next issuance will be for \$2.5 million in 2019.
8. **OTHER** – Mike discussed four (4) prospective projects coming up next year:

- a. Media rooms to be added for Campus Canyon Middle School and the 5 elementary schools (Chaparral and Mesa Verde Middle Schools already exist) – approximately \$100,000.00.
- b. Offsite backup with replication in case of catastrophic failure of critical systems. This project is going out for bid summer 2017 – approximately \$70,000.00 to \$100,000.00.
- c. Modernization of Flory’s computer lab, network and infrastructure as well as furniture. The electrical is already in place at the Flory computer lab area – approximately \$15,000.00 to \$20,000.00.
- d. Upgrading the backup system in place at the District Office – approximately \$20,000.00 to \$21,000.00.

TOTAL ESTIMATE FOR TECHNOLOGY: \$235,000.00 to \$255,000.00

Ken discussed three (3) major prospective projects for Facilities:

- a. Doors – replacing exterior doors at Moorpark High School, Mountain Meadows and Arroyo West to complete project already started for safety. There are approximately 100 doors that still need to be replaced – approximately \$250,000.00.
- b. Upgrade the Moorpark High School kitchen, which is approximately 25 years old – approximately \$90,000.00.
- c. Renovate existing Chaparral Middle School restrooms (all 8 of them) – approximately \$75,000.00.

TOTAL ESTIMATE FOR FACILITIES: \$415,000.00

Also discussed under “Other”: The published Audit report was distributed to those in attendance (attached).

With no further business to discuss, a Motion to Adjourn was made at 7:20 p.m. by Ilee Rhimes and 2nd by Arshia Rios. With no objections, the meeting was adjourned.

Respectfully Submitted,

Bonnie Boe

**MOORPARK UNIFIED SCHOOL DISTRICT
STATUS OF BOND PROJECTS
MEASURE "S" - FUND 214
AS OF MARCH 31, 2017**

DESCRIPTION	BUDGET	4TH ISSUANCE 2015-2016	5th ISSUANCE	2015/2016 EXPENSES	2016/2017 EXPENSES	2016/2017 ENCUMBRANCES	TOTAL CUMMULATIVE EXPENDITURE	BALANCE OF ISSUANCES	Available for Issuance as of 6/30/2016
Moorpark High School Renovation (25%)	10,000,000.00	750,000.00	-	103,165.00	96,025.56	37,325.20	8,350,255.98	899,772.11	749,971.91
Technology Improvements/Enhancements (56%)	22,000,000.00	1,680,000.00	-	1,101,331.17	393,337.41	182,640.40	17,746,901.80	2,973,161.12	1,279,937.08
District Wide Projects (19%)	7,500,000.00	570,000.00	-	422,609.51	26,535.02	-	10,002,747.19	(2,972,725.85)	469,978.66
Totals	39,500,000.00	3,000,000.00	-	1,627,105.68	515,897.99	219,965.60	36,099,904.97	900,207.38	2,499,887.65
				Year to Date Interest Balance				<u>851,468.09</u>	
				Total Cash Available				<u>1,751,675.47</u>	

Moorpark Unified School District
Technology Department- Measure S Expenditure Update
2016-2017 Fiscal Year (July 1, 2016 – March 31, 2017)

Expenditure Description	Amount	Examples of Expenditures
Salary/Benefits	\$262,898.72	<ul style="list-style-type: none"> • <i>Certificated and Classified salary/benefits/mileage</i>
Consultant fees for maintenance of district servers and network	\$60,752.19	<ul style="list-style-type: none"> • <i>Consulting Services through AllConnected</i>
Software Contracts/Services	\$69,686.50	<ul style="list-style-type: none"> • <i>Microsoft CAMSA</i> • <i>Vision software</i> • <i>Informacast software</i> • <i>VMWare software</i> • <i>Monitoring service for district servers</i>
<i>Total Expenditures (as of March 31, 2017)</i>	\$393,337.41	