

SIMI VALLEY UNIFIED SCHOOL DISTRICT
MEASURE X
CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)
MINUTES OF MEETING HELD ON
NOVEMBER 8, 2017

Time: 6:30 pm

Location: Education Services Center – Certificated Conference Room
875 E. Cochran Street
Simi Valley, CA 93065

1. CALL TO ORDER: The meeting was called to order at 6:34 PM by Richard Grossman

In Attendance: Members: Jenniffer Jones, Bethany Lowry, Alisa Hensel,
Kareem Jubran, Richard Grossman, Kimberly Knight,
Shawn Herrera, Frank Sinsheimer

Alternates: Charles Munroe

District staff: Ron Todo, Tony Joseph, Jake Finch, Susan Stevenson

Absent: Barry Fisher, Kathleen Hinkle, Steven Randall, Diane Bentz,

Guests: None

2. PLEDGE OF ALLEGIANCE: Led by Richard Grossman

3. INTRODUCTIONS: Susan Stevenson, SVUSD Bond Accountant was introduced.

4. APPROVAL OF MINUTES: The August 14, 2017 CBOC Meeting Minutes were approved MSCU Lowry/ Hensel.

5. PUBLIC COMMENTS: None

6. ACTION ITEMS: None

7. INFORMATION ITEMS:

7.1 Projects Report: A report titled “SVUSD Measure X Funded Projects Bid Tracking” was handed out. It lists the title of each Measure X funded construction project and the construction contract amount. Construction of the first group of Measure X funded projects took place during the summer of 2017. Projects currently out to bid are for the Sinaloa Middle School Shade Structure and Santa Susana High School Enhanced Entryway at PAC.

7.2 Expenditures Report: Copies of the Expenditures Report from the Escape accounting system for the period from 7-1-17 through 11-7-17 were handed out. Susan Stevenson, SVUSD Bond Accountant reviewed the Expenditures Report with the CBOC. The Description portion of the expenditures report has been revised to more clearly identify the Board of Education meeting date and Consent or Action item associated with the various Purchase Orders listed on the report. The report is grouped by school site and totals

\$3,501,867 in Measure X funds expended for the period from 7-1-17 through 11-7-17. The CBOC asked how Change Orders are indicated on the Expenditures Report. Although the Expenditure Report shows the Purchase Order increasing to account for a Change Order, the CBOC would like to have Change Orders show up on their own line on the Expenditures Report. Ms. Stevenson indicated that there is an object code for Change Orders, and will research how it may be utilized to make Change Orders stand out on the Expenditures Report.

7.3 Measure X Board Approvals: Mr. Joseph brought copies of the recent Measure X Board of Education approvals to the meeting. Mr. Joseph has also transmitted electronic pdf copies of all Board of Education approvals involving Measure X funds to the CBOC as the board items go to board. The ICOC questioned the November 7, 2017 Consent Item #4 for Master Planning & Site Design Services for Simi Elementary School, for Maintenance & Operations upgrades. Ron Todo indicated these services should not be funded with Measure X, and a different funding source will be identified for Board authorization. The CBOC did not have any other issues with recent board approvals.

7.4 Master Planning Update. Several architectural firms are in the final stages of preparing master planning drawings for the District's schools that can be utilized to assist the District in defining Measure X projects. The Director of Facilities and Planning, Pedro Avila will be sharing the information from the master planning with the Board of Education and the school sites.

7.5 State Funding Update: Mr. Joseph that within the next few weeks, the District will be receiving state matching modernization funds totaling \$4,865,902 for projects that were implemented at Santa Susana High School and Vista Elementary School. The District is also in the state's Modernization School Facilities Program Workload funding list for the modernization projects that were constructed at Mountain View ES (State Grant of \$2,253,569) and for White Oak ES (State Grant of \$2,310,557). The state is also placing the District's application for a variety of projects that were constructed at Royal HS (State grant of approximately \$2.1 Million) on their Unfunded List. It is anticipated that the District will receive the state matching funds for Mountain View and Royal HS by the middle of 2018 if the state sells more bonds in the spring of 2018. Receipt of state matching funds for White Oak ES is expected to occur after Mountain View ES and Royal HS, due to White Oak's position on the state's funding list.

7.6 Other Items: The Measure X CBOC portion of the District's web site now contains copies of the Board authorizations involving Measure X funds, and will contain copies of the CBOC meeting minutes and Expenditures Reports and other important items related to Measure X.

8. DISCUSSION ITEMS:

8.1 Measure X CBOC Report to the Board of Education: The CBOC requested that the Simi Elementary School referenced in Item 7.3 above, be listed as a Discussion Item on the Agenda for the next CBOC meeting. Jenniffer Jones will provide a report to the Board of Education at their December 5 meeting, which will include mention of the the Simi Elementary School item that will no longer be funded by Measure X.

8.2 CBOC Facebook Page: No discussion of this item.

8.3 CBOC Consent to distribute contact information on a Roster: After discussing the merits of providing member contact information on a Roster, the CBOC opted not to have a Roster published, other than one that lists each member's name and the required categories of members.

8.4 Annual Report: A draft Annual Report was circulated. The CBOC will need to receive and review the Performance Audit prior to finalization of an Annual Report. The District plans to utilize the accounting firm of Vavrinek, Trine, Day & Co. to conduct the Performance Audit(s). The Board of Education will consider authorization of an agreement to utilize this accounting firm, at their December 5 meeting.

9. NEXT MEETING:

Date: February 7, 2018
Time: 6:30 pm

Location: Educational Service Center – Floyd Binns Conference Room
875 E. Cochran Street
Simi Valley, CA 93065

10. OTHER BUSINESS: Jenniffer Jones will provide a report to the Board of Education at their December 5 meeting.

11. ADJOURNMENT: On MSCU Jones/ Sinsheimer the meeting was adjourned at 7:57 PM.