MEETING MINUTES
MEASURE E CITIZENS' OVERSIGHT COMMITTEE
SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2
TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT

Tuesday, March 15, 2022 – Tahoe Lake Elementary School

MEASURE E CITIZENS' OVERSIGHT COMMITTEE (COC) MEMBERS PRESENT:
Susan Griffith (Chair), Dave Shelton, Kirsten Keim, Jim Phelan, Jenn Ragan, Johanna Monforte

MEASURE E CITIZENS' OVERSIGHT COMMITTEE (COC) MEMBERS ABSENT:
Sydney Earley

IN ATTENDANCE FROM TTUSD:
Todd Rivera, Executive Director of Business Services; Jorge Rojas, Director of Facilities, Maintenance and Operations; Laura Rowe, Administrative Assistant to the Executive Director of Business Services

1.0 Call to Order
Susan Griffith, Measure E COC Chair, called the meeting to order at 5:01 p.m.

2.0 Public Comment
No public comment.

3.0 Approve Minutes from January 27, 2021 Meeting
On a motion by Dave Shelton and a second by Kirsten Keim, the Measure E COC members unanimously approved the minutes from the meeting on January 27, 2021.

4.0 Measure E Project Financial Updates
Todd Rivera went over the Financial Budget Update, noting that we finished spending the Measure E funds in 2019-2020. Additional funding allocated to the projects was in the form of Certificates of Participation (COPs) Financing, additional interest earned, developer fees, and Drought Response Outreach Program for Schools (DROPS) Grant funding. He added that any additional funding needed to complete remaining projects at North Tahoe School and North Tahoe High school will be through Certificates of Participation (COPs).

The overall budget was broken up into 84% construction costs and 16% soft costs (such as consultants). The total cost for the projects was $89,365,233. Projects completed with Measure E funds include those at Coldstream Alternative School, Kings Beach Elementary School (including boiler replacement and reroofing), Maintenance and Operations Warehouse (project shared with Measure U), North Tahoe High School, North Tahoe School, Sierra Continuation High School (project shared with Measure U), and Tahoe Lake Elementary School (including boiler replacement, fire and safety upgrades, modulars, and interim housing at Rideout).

Todd Rivera let the COC members know that there will be continuing projects at both North Tahoe School and North Tahoe High School and that we can provide email updates to COC members who would like to remain up to date on our latest projects at these sites.

Jorge Rojas informed the COC that TTUSD has also applied for Facility Hardship funding through the state. This funding is broken up into structural and environmental components. To get the funding, TTUSD had to prove that we had structural and environmental challenges arise during the construction process that we had to fix to ensure the facilities were safe for our students. TTUSD was approved for $557,000 in structural funding and has applied for $2,300,000 in environmental funding. TTUSD also submitted a $7,900,000 insurance claim because there is evidence that our contractors did not properly manage Hazardous Materials, or HAZMAT, at Tahoe Lake Elementary School and therefore contaminated the site with lead. We are awaiting the decision on this claim. TTUSD is not able to receive both the environmental portion of the state Facility Hardship funding and the money from the insurance claim, but we are hoping to receive one to help recoup some of the additional funds we spent to complete the Tahoe Lake Elementary School project.

5.0 Measure E Proposition 39 Performance Audit & Financial Statements: 2019-2020 Fiscal Year

The Performance Audit showed that through a sample of 25 non-payroll expenditures totaling $4,107,325 (44.72% of total expenditures for the year ended June 30, 2020) and 12 payroll expenditures totaling $40,134 (0.44% of total expenditures for the year ended June 30, 2020), TTUSD expended Measure E General Obligation Bond funds for the purposes approved by the voters and on the specific projects developed by the COC and Board of Trustees. This was a clean audit.

The Financial Statements showed a total fund balance of $0.00 as of June 30, 2020. The audit of these financial statements had no findings reported. This was a clean audit.

6.0 Approve Final Measure E COC Annual Report to the Board: 2018-2019 and 2019-2020 Combined

Todd Rivera discussed that since we were not able to present our report to the Board last year, we will be combining the 2018-2019 and 2019-2020 report to the Board. We will work with Susan Griffith on finding a meeting date that she is available to attend to present the report.

COC members were given time to review the report and suggest any changes. A few edits were suggested and on a motion by Johanna Monforte and a second by Jim Phelan, the Measure E COC members unanimously approved the Annual Report to the Board with the noted edits.

7.0 Measure E Project Updates: Tahoe Lake Elementary School Tour

Todd Rivera suggested that we complete items 8 and 9 on the agenda and officially adjourn the meeting before going on the tour and COC members agreed. After adjourning the meeting, Jorge Rojas led a comprehensive tour of the newly completed Tahoe Lake Elementary School project, highlighting upgrades/modernization throughout the interior and exterior of the school.

8.0 Other Items

Todd Rivera reiterated that this is the last meeting of the Measure E COC and thanked everyone for the time and participation in the committee over the years. COC members also spoke about their time on the committee.

10.0 Adjourn

Susan Griffith, Measure E Citizens' Oversight Committee Chair, adjourned the meeting at 6:17 p.m. The Tahoe Lake Elementary School Tour commenced after the meeting was adjourned.

Todd Rivera Executive Director of Business Services Tahoe Truckee Unified School District	Susan Griffith Measure E Citizens' Oversight Committee Chair SFID No.2