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Facilities Services Department
Serving to Support Educational Excellence

MERCED CITY SCHOOL DISTRICT
MINUTES OF THE CITIZENS' BOND OVERSIGHT COMMITTEE
Board Room - Tuesday, November 19, 2019 - 4:00 PM

CALL TO ORDER: The Citizens' Bond Oversight Committee (CBOC) meeting was called to order at 4:01 p.m.

MCSD STAFF PRESENT: Associate Superintendent, Doug Collins, Director of Facilities, Dr. Ken Testa, Chief Fiscal Officer, Linda Parker and Facilities Department Secretary, Sherry Munday.

MEMBERS PRESENT: Present: Chairperson, Birdi Olivarez-Kidwell, Steve Bottjer, Keith Ensminger, Tsia Xiong, Kelly Phillips, Michelle Symes-Thiara, Tuccoa Polk, Robert Garcia and Robin Kuhls.

PLEDGE OF ALLEGIANCE: Birdi Olivarez-Kidwell led the pledge.

APPROVAL OF AGENDA: Motion – Michelle Symes-Thiara 2nd – Tsia Xiong
Votes - Ayes: all Nays: none

APPROVE MINUTES: Motion – Michelle Symes-Thiara 2nd - Keith Ensminger Votes- Ayes: All Nays: None

INTRODUCTIONS/OPENING REMARKS:

Dr. Ken Testa welcomed the committee members and thanked District staff for attending. Ken introduced and thanked Associate Superintendent of Administrative Services, Doug Collins for attending the meeting. Ken Testa also introduced and thanked Chief Fiscal Officer, Linda Parker for reporting the financials. Sherry Munday, Department Secretary was introduced and thanked for preparing and sending the materials to all members in advance of the meeting. Debbie Furtado was a guest at the meeting and she provided an introduction and explanation of her interest in being a member of the committee.

BOND AND CURRENT PROJECTS UPDATE:

The District is currently working on updating our Long Range Facility Master Plan to help guide future projects and provide evidence supporting anticipated State audit requirements.

Ken shared a PowerPoint presentation to orient new members of the Committee to various types of projects that have been completed, including past projects as well as current projects. It was mentioned that the District has incorporated multiple sources of funds beyond Bond funds for projects, such as LCAP and Deferred Maintenance to complete some of the projects:

- o STEAM Center and storage center curriculum building
- o Major classroom renovations and site improvements
- o Fencing and safety improvements at every school site
- o Security cameras at every school and District site – over 350 in total
- o Upgraded new kitchen stove/oven hoods and dishwashers at six sites
- o Fire/life-safety alarm equipment system upgrades at numerous sites

"To ensure that every student excels academically, builds character, and is a productive member of our community."

- o Shade shelter outdoor improvements at Hoover and Rivera
- o Safety enhancements such as free-egress gate hardware
- o Path of travel improvements such as ramps, sidewalk upgrades, and ADA parking
- o School Nutrition Services enhancements such as walk-in refrigeration units and custodial areas
- o Re-roofing upgrades, featuring recent projects at Peterson and Sheehy Elementary Schools
- o New additions for support services
- o Additional classrooms providing improved housing
- o New HVAC systems (completed at four major modernization projects and at four other schools)
- o Solar arrays installed at nine of our sites and at our M/O/T facility to freeze PGE rate increases
- o Innovation Classroom upgrades, most recently completed at Tenaya and Rivera Middle Schools
- o Student Restroom Upgrades, most recently completed at Gracey, Peterson, and Reyes Elems.
- o Change over from PG&E to MID electrical service provider, completed now at seven sites
- o LED lights changeover at major mod projects (and at four other sites with Prop 39 grant funds)
- o Playground improvements
- o Irrigation and outdoor learning environments upgrades

QUARTERLY FINANCIAL REPORT:

The quarterly financial report information was presented by Linda Parker providing the latest update for the period from August 30, 2019 through October 12, 2019.

Measure M spending report:

Actual Expense as of 10/12/19	\$ 43,048,814.00
Increase/adjustments	\$ 534,008.01
Prior Expense as of 8/30/19	\$ 42,514,805.99
Estimated Fund Balance	<u>\$ 4,238,750.07</u>

PUBLIC RELATIONS:

No items to report.

MEMBERSHIP:

The three new Committee members, Robin Kuhls, Tuccoa Polk, and Robert Garcia membership applications were approved by the MCSD School Board on October 22, 2019. Per existing State Education Code statute, term limits for Committee members are restricted to three (3) consecutive, two (2) year terms. Michelle Symes-Thiara made a motion to revise the by-laws to align with the State statute. 2nd- Keith Ensminger - Votes – Ayes-All Nays- None

Kelly Phillips moved to schedule the March 3, 2020 meeting as a 90 minute meeting so the annual audit report could be thoroughly reviewed by Committee. 2nd – Robin Kuhls Votes – Ayes – 8 Nays - 1 Vote – Motion carried.

Birdi Olivarez-Kidwell will return for the March meeting to help facilitate the transition of the Committee's new President at the March 24th Board Meeting. At the March meeting, the annual audit report is reviewed and submitted to the Board.

The committee held discussion regarding the submitted applications for one new member – Debbie Furtado. A recommendation to approve the new bond oversight committee member application will be submitted to

the District's Administrative Cabinet for review and recommendation that the Board of Education approve her appointment to the committee as member. Discussion followed regarding appointment of potential chairperson. [Note: No formal recommendation could occur pending action by the Board and until the March meeting.] Kelly Phillips moved to approve the new member application and nomination. 2nd – Tuccoa Polk
Votes – Ayes – all Nays – none.

Birdi asked for interested members about interest in the Vice-Chair role. Robert Garcia nominated Robin Kuhls, which she politely declined. Robert Garcia indicated his interest in serving in the role of Vice-Chair and would accept the position. This position does not need to be voted on. Subsequently, a motion to accept Robert Garcia as Vice-Chair made by Tuccoa Polk 2nd – Keith Ensminger Votes - Ayes- all Nays- none.

OPEN DISCUSSION/QUESTIONS:

None

NEXT MEETING:

Tuesday, March 3, 2020 at 4PM – District Board Room

ADJORNMENT:

Motion to Adjourn at 5:00 PM – Keith Ensminger 2nd – Tsia Xiong
Votes: Ayes – All Nays - None.