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**MEETING OF THE  
MEASURE S CITIZENS'  
OVERSIGHT COMMITTEE  
REMOTE: GOOGLE MEETS**

**May 25, 2023  
4pm-6pm**

**ATTENDEES:**

**Committee Members:**

Dr. Robert Schussel    Clarence Martin  
Hazel Wilson            Kim Miller

**Staff:**

Cleo Chaney: Director II, Fiscal Accountability  
Becky Oraboni: Director of Operations  
Valezka Emes: Bond Manager  
Emily Tesolin: Bond Technician, Recording Secretary

**Guests:**

Balyn Pitman: Project Architect, QKA  
Patty Paulsen: Senior Vice President, KeyAnalytics  
Niman Singh: Audit Manager, Eide Bailly

**1. Welcome**

Meeting called to order at 4:05pm

**2. Introductions**

**3. Approval of Agenda:**

Approved

Moved: Dr. Schussel move to approve and Hazel second: approved by all

**4. Approval of Minutes:**

Approved

Moved: Dr. Schussel move to approve and Kim second: approved by all



5. The Financial Report was provided by Patty Paulsen, KeyAnalytics. She reviewed the Measure S Bond Summary, current project expenses and completed project expenses as noted in her financial report.

Project expenditures 58 Million  
Encumbrances 3 Million  
28 Million remaining  
Current budget 91 Million

Includes: HVAC, roofing, accessible path of travel, roofs

Future projects/Dates

Q: Dr. Schussel: put projects detail there for each of those schools?

A: Patty: Valezka if you want to give me that information I'll put on the next report.

Summary breakdown of improvements by location. Added notes of what Encumbered Column, remaining Budget and Encumbered balance is. By pie chart shows biggest part of Measure S funding is going to the schools. Report of all the payments by site and project. Added DSA and CDE meanings.

Q: Dr. Schussel: General rule of thumb of what the architect fee for a project like this would be?

A: Valezka: All depends on the size of the project.

A: Becky: DSA has a sliding scale – larger the project the less they charge.

6. Audit Report: Niman Singh Audit Manager with Eide Bailly  
Sample of about 26 million audited for year of 2021-22.

Q: Dr. Schussel: 3-4 months any of the projects had any problems or significant delays.

A: No. The only problem was VHS with all the rain had a delay and ended up deciding to replace the whole roof. Which should be completed next week.



7. Page Turn: HMS (Balyn w/QKA) Reviewed scope as well as review the actual plans. Modernizing the mechanical systems in every space in all the buildings, maintenance to coding, replacing gutters and edge trim on the roof, auditorium, site work. Upgrading 5 bathrooms to meet current ADA code.

Q: Dr. Schussel: how many total restrooms?

A: Becky: it's about half of them

Q: Dr. Schussel: on grass areas would artificial turf be considered?

A: Balyn: It's more trouble than its worth. Things like if gum is put in it, ruins it. For stadiums when used it isn't it is typically locked up.

Adding accessibility to parking lot because it's needed but also required by code. Refurbishing a basketball court. Modernizing the theatre. Hallways we are either replacing or removing lockers. They are pretty beat up. One bathroom we are doing; the drainage isn't working.

Q: Dr. Schussel: were there any major surprises?

A: Balyn: Nothing major, there will always be surprises coming into these things but the toughest thing to work on was the auditorium.

A: Valezka: work will start this summer after the students are out of school.

Tearing all seats in auditorium out and replacing.

Q: Kim: what decided what was totally refurbished and what was updated on the roofing.

A: Balyn: we had a consultant come in to give us guidance on what needs were there.

Restrooms will have all new fixtures and replaced lighting.

Q: Dr. Schussel: The stuff being put in restrooms same quality that I would find in an airport? Quality for high use?

A: Balyn: Kids are usually worse than something that would go into an airport. When we are installing DSA has us install them to overly take what they would need. Ex: if a grab bar should hold 200 lbs per code DSA might require 400 lbs.



Valezka: Celina won't be able to make this meeting but we will try to have her come to our next meeting.

Q: Dr. Schussel: going to the public with what has been done, newspapers...?

A: Valezka: we are trying to get as much documentation and photos to put in our website.

Q: Dr. Schussel: will we have a plan for where we will put the information?

A: Becky: yes, that is why we have invited Celina to attend one of these meetings to share your desire to where you would like it seen.

Q: Kim: making sure we are on the social media sites like on Facebook so that it's more like real time.

A: Valezka: we will look into it and make sure we share our desires with her.

Q: Hazel: Even in the newspaper that a project is completed for those who may not be on social media and every way possible as well as the District website. We should be inundating the community with information.

A: Valezka: I agree

A: Becky: we do have the projects and the financial reports on the website though I'm not sure that she had a chance to update it yet. We have been trying every meeting to get her to join and unfortunately hasn't been able to join. She is our public relations person.

Hazel: we will be at some point going back to the community for another bond therefore we must be inundating the community.

Valezka: will try to push as much as I can as well as have Celina on our next meeting.

Dr. Schussel: I think the committee has tried several times on this.

Hazel: when schools throughout the state are losing enrollment that people know we have quality facilities as well as the education. We are competing and in competition you have to sell yourself.

Valezka: we'll make sure we get that out there for the community to see.



Hazel: expect to be a part of the report and send to us so that we may go look too.

Kim: summer has some academies this summer, maybe we can help too. School promotion plan together helps on student's college apps.

Becky: it is definitely something we can look into.

9. Project Report: Phase 2 DM/CO starting on 6/9. Start construction/demolition on 6/12. Replacement of HVAC, cooper roof replacement and repairs on roof at DM. Dry rot repairs on whole site at Cooper. Updated restrooms, lighting, floors.

Becky: Remind all of the committee members that you are invited to go and visit the sites at any time you want during construction. You just need to let Valezka know when you'd like to go.

Valezka: Let me know and we will schedule something and we'll get you hard hats and vests for safety.

Q: Dr. Schussel: are you finding that the bids are costing you now more than expected because of the pandemic?

A: Valezka: Yes

A: Becky: about 18% and we have adjusted our budget. We have found some savings in a lot of the project as well as when we start receiving the state bond funding.

10. Updated this meeting is 6/28 not 6/22. Clarence volunteered

11. Next meeting is good with all

12. 2023-2024 Meeting Schedule

Q: Hazel: hospitality academy

A: Becky: we did not do any through the bond but I believe through LCAP.

13. Adjournment

5:45pm