



# OXNARD SCHOOL DISTRICT

1051 South A Street • Oxnard, CA 93030 • (805) 385-1501 • www.oxnardsd.org

## MEETING NOTES MEASURE D BOND OVERSIGHT COMMITTEE

July 16, 2018  
5:30-6:30 P.M.  
BOARD ROOM

Those in attendance are indicated by a√:

√	Belcher, William		Larios, Michelle
√	Castro, Socorro		Latimer, Lisa
√	Chavez, Pedro	√	Ray, Will Jr.
√	Jay, John		
	Staff:		
√	Fateh, David	√	Penanhoat, Janet
	Morales, Cesar	√	Garcia, Lydia
	Guests:		

### **Call to Order**

Mr. Chavez called the meeting to order at 5:34 p.m.

### **Public Comment**

None.

### **Additions to the Agenda**

None.

### **Approval of April 30, 2018 Meeting Minutes**

The committee reviewed the minutes.

Mr. Chavez noted that the attendance list for the April 30, 2018 meeting included Doris Vasquez, but should have included Socorro Castro.

Mr. Belcher made a motion to accept the minutes with the above-mentioned revision, seconded by Mr. Ray. All were in favor and the minutes were approved contingent on correction.  
(Corrected 4/30/18 minutes attached herewith.)

## **Review of Bond Expenses to Ensure that Proceeds are Expended Only for the Purposes Set Forth in the Ballot Measure**

Mrs. Penanhoat reviewed the expenditure report for the period of April 1, 2018 through June 30, 2018, and gave a brief review of its composition and the included expenditures/encumbrances per project. Included was expenditure detail for the reporting period as well as the cumulative report for all monies spent.

Regarding the Kinder flex projects, Mr. Fateh explained that they are prefabricated modular buildings with cement floors. It is not visible that they are portables, but rather that they are permanent buildings. Mrs. Penanhoat added that the district is adding space for Transitional and Special Education kindergartens, and that each building has a set of restrooms. Regarding the Fremont project, Mrs. Penanhoat explained that those funds would likely be moved elsewhere as per the updated Master Construct plan. The Fremont MPR is being moved down in the queue, and the Marina West reconstruction project will be done first as a higher priority project. It is not certain that there will be funds remaining after Marina West to complete the Fremont MPR project. Mrs. Penanhoat added that there is “more bang for our buck” in state reimbursement monies for school reconstruction projects, than for MPR projects. The district is trying to recoup as much money from the state as possible. Bond language is written so that only construction costs can be paid out of the Bond funds; the only other possible use is technology infrastructure but the district is looking at other options for those costs. The existing iPads’ operating systems expire after 5 years, and they will need to be replaced on that cycle. Mr. Ray expressed his opinion that under the lease-leaseback process, the contractor should be the one that gets the short end of the stick for inflation and increased construction costs, etc., rather than the district having to absorb that. Mrs. Penanhoat responded that it has all been approved in the budget and GMP for each project. She added that even if the projects go over budget, the district could still apply for reimbursement for those amounts. Fremont is not being disqualified based on a lack of space, because there is space for an MPR. Instead, it is a matter of priority – reconstruction of an entire school versus only adding an MPR.

Mrs. Penanhoat explained that at the next meeting she will bring back revised reports for the April-June quarter because there will be some changes, since our books have not yet closed.

Mr. Belcher made a motion to certify the unapproved expenses, seconded by Mr. Ray. All were in favor, and the expenditures were certified as presented.

## **Updated Facilities Implementation Plan**

Mrs. Penanhoat reviewed the revised project costs for the Master Construct plan. She explained that some items had been moved around on the priority list (Fremont MPR pushed back & Marina West pushed forward). Sierra Linda has fallen off the priority list because the campus is not large enough to do the “swing” move, where one end of the school is used for construction while the other end houses the students in the meantime. The tentative plan is to build Seabridge first and use it as a “swing space”, where all Sierra Linda students would attend while their site is under construction. However, if enrollment increases, Seabridge may need to be used for that instead. Capacity enrollment at Seabridge will only be around 600.

## **Project Update**

Relative to the Lemonwood project, Mr. Fateh reported that the MPR and main classroom building (Phase I) had been completed and occupied, and that warranty work was in progress. Major work in

progress or completed was underground utilities, building foundations, slab on grade, and framing. There have been issues due to removal of contaminated soil. Phase II (admin and kinder buildings) is 25% complete. Anticipated project completion date is April 2019. Overall completion for all phases is approximately 85%.

Relative to the Elm project, Mr. Fateh reported that framing, interior finishes, site work and off-site work were in progress. Overall project completion is at approximately 65%. The anticipated completion of Phase I (new buildings) of the project is February 2019, and for Phase II (new field) it is July 2019. There have been delays due to construction issues and DSA review approval process.

Relative to the Marshall additional classroom building, Mr. Fateh reported that framing was in progress. The new playground has been completed pending certification. Approximate overall completion is 35%. There were some delays regarding design adjustments that had to be submitted to DSA. Anticipated completion date is December 2018/January 2019.

Relative to the Harrington ECDC project, Mr. Fateh reported that work was in progress toward completing punch list items for interior work and completion of casework, as well as for site work and landscaping. The project consists of two phases. Phase I is the new reconfiguration of the existing building; Phase II is demolition and new fields. Anticipated completion date for the new reconfiguration is July 18, 2018; completion of the entire project is TBD due to increased scope of work. Overall approximate completion is 98% for Phase I and 10% for Phase II. There have been issues related to change order submission and approval by DSA. Change Order was requested by the district for additional work associated with relocation of two buildings for use by CAPSLO.

Relative to the Kinder Flex projects, Mr. Fateh stated that at Brekke, the pre-fabricated modular building had been placed on the concrete foundation and that exterior stucco would start soon. Site utilities and site work were in progress. Substantial completion prior to the start of the new school year is a possibility. At McAuliffe and Ritcher, discovery of contaminated soil and unforeseen underground utilities have delayed the projects. Expected completion is October 2018. For Ramona, DSA approval was obtained on June 14, 2018. GMP development is in progress and will be presented to the Board in the near future, most likely the second week of August.

Relative to the McKinna project, Mr. Fateh stated that the Board approved the GMP on June 20, 2018. Notice to Proceed (NTP) is expected to be issued on July 16, 2018. The project will be completed via a two-phased approach. Phase I will be the construction of the new campus and Phase II will be the demolition of existing facilities and construction of the new play field. A formal groundbreaking ceremony is expected to take place in September 2018.

Relative to the Rose Avenue project, Mr. Fateh stated that on June 20, 2018, the Board authorized the architect (IBI Group) to submit plans to DSA for approval. CDE review was in progress. CEQA Findings and Notice of Exemption were submitted to the Board on June 20, 2018.

Relative to the Seabridge project, Mr. Fateh stated that plans were submitted to DSA on 2/20/18 that the approval was pending. The district is working with the City on the Coastal Development Permit Process.

Relative to the Doris Patterson project, Mr. Fateh stated that the district completed the final Environmental Impact Report (EIR) and filed the required notices to complete the CEQA process. He reported that the land acquisition process has been completed and escrow closed on April 30, 2018. The project requires annexation into the City of Oxnard and Ventura Local Agency Formation

Commission (LAFCo) approval. The LAFCo application process is anticipated to be completed by March 2019.

**Term Limits Waivers**

Mrs. Penanhoat informed the group that the majority of the committee members would complete their first two-year term in January 2019. Per Committee bylaws, no member may serve more than three consecutive terms.

**Future Agenda Items**

Mr. Jay submitted a written request for committee members to visit construction projects, individually or as a committee. He stated that he would like to see at least one or two projects that are currently undergoing construction. In addition, he submitted a request for a copy of a construction contract to review its legal terms - any one of the contracts that involve measure D funds will do. Mr. Chavez asked how many members would be interested in visiting the school construction sites - Ms. Castro and Mr. Ray both stated that they were okay with viewing the projects from the outside.

**Date/Time of Future Meetings**

The next meeting was scheduled for Monday, October 22, 2018 at 5:30 p.m. in the PTC.

**Adjournment**

The meeting adjourned at 6:32 p.m.

Respectfully Submitted,  
Lydia Garcia, Recorder

**REVISED 07/17/18**



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## MEETING NOTES MEASURE D BOND OVERSIGHT COMMITTEE

April 30, 2018

5:30-6:30 P.M.

BOARD ROOM

Those in attendance are indicated by a√:

√	Belcher, William	√	Larios, Michelle
√	Chavez, Pedro	√	Latimer, Lisa
√	Castro, Socorro	√	Ray, Will Jr.
√	Jay, John		
	Staff:		
√	Fateh, David	√	Penanhoat, Janet
	Morales, Cesar	√	Garcia, Lydia
	Guests:		

### **Call to Order**

Mr. Chavez called the meeting to order at 5:30 p.m.

### **Introductions**

Socorro Castro, new Seniors' Organization Representative, introduced herself and thanked the Committee for the opportunity to help her community. Introductions were performed all around.

### **Public Comment**

None.

### **Additions to the Agenda**

None.

### **Approval of January 29, 2018 Meeting Minutes**

The committee reviewed the minutes.

Mr. Belcher made a motion to accept the minutes as presented, seconded by Mrs. Larios. All were in favor and the minutes were approved as presented.

### **Review of Bond Expenses to Ensure that Proceeds are Expended Only for the Purposes Set Forth in the Ballot Measure**

Mrs. Penanhoat reviewed the expenditure report for the period from the last meeting through March 31, 2018, and gave a brief review of its composition and the included expenditures/encumbrances per project. Included was expenditure detail for the reporting period as well as the cumulative report for all monies spent.

Mr. Belcher made a motion to certify the unapproved expenses, seconded by Mr. Ray. All were in favor, and the expenditures were certified as presented.

### **Project Update**

Relative to the Lemonwood project, Mr. Fateh reported that the MPR and main classroom building (Phase I) have been completed and occupied. Phase II is 10% complete; demolition is almost completed. Anticipated project completion date is January/February 2019. Overall completion for all phases is approximately 80%.

Relative to the Elm project, Mr. Fateh reported that framing and exterior stucco work were taking place on four buildings. The schedule is still in good shape in spite of some delays due to issues with DSA, and with contractors due to framing. Overall project completion is at approximately 55%. The anticipated completion of Phase I of the project is December 2018. Phase II is for demo of existing buildings and construction of new field; that will be completed a few months past the December deadline.

Relative to the Marshall additional classroom building, Mr. Fateh reported that framing had started and was in progress. The new playground has been completed pending certification. Approximate overall completion is 30%. There were some delays regarding design adjustments that had to be submitted to DSA. Anticipated completion date is fall 2018.

Relative to the Harrington ECDC project, Mr. Fateh reported that working was in process toward finishing framing and interior finishes. The project consists of two phases. Phase I is the modernization of the existing building; Phase II is demolition and new fields. Anticipated completion date is June/July 2018; approximate project completion is 60%.

Relative to the Kinder Flex projects, Mr. Fateh stated that Brekke, McAuliffe, and Ritche were approved by DSA. The Board approved the GMP on 4/18/18, and the Notice to Proceed was issued on 4/19/18. Substantial project completion is anticipated for July 10, 2018. The Ramona project has been delayed due to DSA certification of an older project.

Relative to the McKinna project, Mr. Fateh stated that DSA approval had been obtained and work was in progress on the bidding side. After that, the Board will receive the GMP for approval and once that is done, construction can start. This is expected to happen in June, after the end of the school year.

Relative to the Rose Avenue project, Mr. Fateh stated that the project was under design; submittal to DSA was anticipated to happen sometime in May. Not sure of schedule yet.

Relative to the Seabridge project, Mr. Fateh stated that DSA submittal happened on 2/20/18. Pending DSA approval, subsequent City permits and GMP development will be sought.

Relative to the Doris Patterson project, Mr. Fateh stated that the purchase of the property closed today. Construction schedule is pending agency approvals.

Ms. Castro asked about a timeline for spending of funds. Ms. Penanhoat responded that each bond issuance has to be spent within 3 years; so far the district has issued Series A and B. Mr. Chavez asked regarding project approval from the state – how do you present to the community that this project is coming? Mr. Fateh responded that he had presented to community and teaching staff. In addition, the Board receives presentations from the architects during board meetings. The BOC Annual report and bond audit are other tools for communicating with the community.

**2017-18 Annual Notification of the Uniform Complaint Procedures**

Mrs. Penanhoat stated that this was the annual form that had to be shared with all groups every year.

**Future Agenda Items**

None.

**Date/Time of Future Meetings**

The next meeting was scheduled for Monday, July 16, 2018 at 5:30 p.m. in the Board Room.

**Adjournment**

The meeting adjourned at 6:11 p.m.

Respectfully Submitted,  
Lydia Garcia, Recorder