



# OXNARD SCHOOL DISTRICT

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MEETING NOTES  
**MEASURE D BOND OVERSIGHT COMMITTEE**  
 October 17, 2022 • 5:30-6:30 P.M. • Board Room

Those in attendance are indicated by a ✓:

✓	Jay, John	✓	Maria, Alyssa
✓	Latimer, Lisa	absent	Ray, Will Jr.
	Staff:		
✓	Mitchell, Valerie	✓	Miller, Dana
✓	Crandall Plasencia, Mary	✓	Lomeli, Patty
	Guests:		
Via Zoom	Emilio Flores, CFW		

### Call to Order

Ms. Mitchell called the meeting to order at 5:35 p.m. and welcomed and thanked everyone for attending.

### Public Comment

None were received.

### Additions to the Agenda

None.

### Approval of June 13, 2022 Meeting Minutes

The committee reviewed the minutes. Ms. Latimer made a motion to accept the minutes as presented, seconded by Ms. Maria. 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

The expenditure reports for the periods of April 1, 2022 to June 30, 2022 and July 1, 2022 to September 30, 2022 were emailed to the members on October 12, 2022 for review. Ms. Latimer mentioned that she noticed the name of new vendor, MVE Institutional Inc., and questioned the work that they performed. Mr. Flores stated that they completed final close out work at Lemonwood School. He mentioned that CFW reviews and approves invoices before the payments are sent. Mr. Jay noticed entries as revenue under School Facilities Aid Program. Mr. Flores mentioned that CFW submits funding grant applications and those are entries showing that funds were added due to these grants. Ms. Latimer added that she recalled that Ms. Penanhoat had explained the grant application process at a previous meeting. Ms. Mitchell informed the members that security measures were added to the Rose Avenue School such as doors that automatically open & lock, an emergency panic button, interior door locks and cameras. They are looking into adding these measures at all the school sites as well.

Ms. Maria asked the members for motions of approval: *“Action Item: Motion to Certify that Bond Proceeds from the period of April 1, 2022 to June 30, 2022 and the period of July 1, 2022 to September 30, 2022 were Expended Only for the Purposes Set Forth in the Ballot Measure.”*

Ms. Maria made a motion to certify the unapproved expenses for the period of April 1, 2022 to June 30, 2022, seconded by Ms. Latimer. All were in favor, and the expenditures were certified as presented.

Ms. Maria made a motion to certify the unapproved expenses for the period of July 1, 2022 to September 30, 2022, seconded by Ms. Latimer. All were in favor, and the expenditures were certified as presented.

### **Project Update**

Mr. Miller, Director of Facilities, gave the following overview on the district's construction projects:

Relative to Ritchen and McAuliffe Modernization projects – Both projects remain on hold pending funding.

Relative to Doris/Patterson project – This project is waiting for new building development to begin. The development of this area remains a few years away. The land is being leased to a strawberry farming co-op.

Relative to Seabridge project – The project continues to remain on hold until completion of negotiations with the City of Oxnard, as the City was appointed by the Coastal Commission to conclude the permitting process for approving this school site. We continue to anticipate approval to be issued by the authority having jurisdiction.

Relative to Rose Avenue School Reconstruction project–

### **Milestones & Constraints**

Notice to Proceed (NTP) for construction was issued on November 1, 2021. Phases 1 construction consists of three new buildings (A, B, and C) and associated site improvements. Phase 2 consists of demolition of the existing campus and construction of new play fields and courts. Phases 1 and 2 have revised contractual substantial completion dates of April 4, 2023 and November 14, 2023 per Change Order #1 (CO) respectively. CO #1 has been executed granting a 40-day time extension for the contaminated soils and above average adverse weather conditions experienced from December 2021 thru February 2022.

The current projected completion date for each phase is as follows:

- Phase 1 is June 8, 2023.
- Phase 2 is January 19, 2024.
- Phase 1a Storm drain system (Stormtech) is January 7, 2023 (Pending Offsite Permit)

### **Work in Progress**

This update covers the time through September 30, 2022:

- Bldg. A: Exterior sheathing, weather barrier, and poly-iso insulation was completed. High roof and low roof installations were completed; detailing and fascia installation remains. Plumbing and electrical rough in were signed off and one side interior gypsum and insulation were completed. Heating, Ventilation & Air Conditioning (HVAC) ductwork was in progress.
- Bldg. B: Exterior and interior framing is complete less some remaining framing clips to be installed put on hold. Exterior sheathing will begin first week of October. Electrical, plumbing, & fire sprinkler rough-in is 95% complete and ductwork material has been delivered. High roof installation has begun.
- Bldg. C -North 1st Floor: Exterior and interior framing is 65% complete. Fire sprinkler installation is 85% complete and electrical rough-in is 25%.
- Bldg. C – North 2nd Floor: Roof deck and concrete deck pour is completed, and roof deck Mechanical, Electrical, and Plumbing (MEP) inserts are complete. Interior framing layout and track installation is complete.
- Bldg. C – South 1st Floor: The slab on grade (SOG) was completed. MEP roof inserts are installed. Framing layout and track installation is complete.
- Bldg. C – South 2nd floor: The second-floor deck has been poured and the roof deck has been completed. Interior framing layout has begun.
- Courtyard storm drain system was installed. The remaining perimeter site storm drain system installation will be coordinated with the removal of scaffolding and before the flatwork installation.

- Site Domestic water, Fire Water, and Sanitary Sewer installation is complete less tie-in to City utilities. Fire system pressure testing to be scheduled. Removal and relocation of the sanitary sewer system at the east parking lot fire lane has begun and will be completed the first week of October.
- The City of Oxnard has not approved the offsite utility and improvement package yet, delaying the construction of the east parking lot, planned for Summer break 2022. The third submittal was accepted by the City on Aug. 4th and has received only Fire Department comments. Balfour Beatty was informed Sept. 26th that the permit package was ready for pick up. There was no indication that the permit package was approved.

The newly re-constructed school is still anticipated to be completed mid-summer of 2023.

### **June 2022 Master Construct and Implementation Program Semi-Annual Report**

The Semi-Annual Report was email to the members on 10/12/22 for review. Mr. Flores informed the members that the report was presented to the Board of Trustees and approved at the June 22, 2022 Board meeting. He confirmed that the Ritchen and McAuliffe applications were being reviewed and the focus will be on the modernization of the classrooms and multipurpose room. The Office of Public School Construction (OPSC) will review the applications to fund these projects. Doris & Seabridge projects were initially conceived due to the projected enrollment growth but our enrollment has been declined. This site is still pending the City's approval. Housing development is expected to begin in the future. The Board has elected to get another bond to modernize the remaining schools. The State has \$490 million available to support facilities in the Universal Transitional Kindergarten (UTK) program. If application is approved, construction would occur at Driffill School for the UTK and preschool program. Measure I will be used for the reconstruction of the middle schools, Frank Fremont, Lopez schools and the two new campuses. Modernization will also be done to older schools such as Curren, Soria, and other K-8 schools. He shared with the members that if Measure I is approved, we will be looking to create a Measure I Bond Citizens Oversight Committee in the future.

### **Term Limits Waivers**

Ms. Mitchell thanked the members for attending these meetings and participating in this committee. She stated that the member's assistance and feedback is greatly appreciated. Ms. Mitchell informed the members that the majority of the committee members would complete their term in January of 2023 (Mr. Jay, Ms. Latimer, and Mr. Ray). Ms. Maria's term will expire in May 2023. The District is able to submit a request for Term Limit Waivers with the California Department of Education (CDE) for the members that would like to continue to serve on this committee. All members expressed interest in continuing to serve in this committee. It is required that we notify this committee, notify the union presidents, hold a public hearing, place an ad on the newspaper for a public meeting, post the public hearing at the district & school sites, receive approval from our Board to submit the term waiver request, submit the term waiver request to CDE and finally receive CDE's approval. The CDE's approval process takes about three to four months.

Ms. Mitchell mentioned that Mr. Belcher resigned as he moved to Washington this month. There are three (3) member vacancies: Business Organization, Community at Large, and Senior Citizens' Organization. She asked if they know of anyone who is interested in joining the committee to please contact her. A copy of the application for the CBOC was distributed to all. We will be posting a message on the front page of our district's website, send automated telephone calls, and posting a flyer at each school.

### **2023 Meeting Calendar**

The 2023 Meeting Calendar was email to the members on 10/12/22 for review. The members approved the 2023 Meeting Calendar. Ms. Mitchell informed the members that the date of the first meeting may be rescheduled to a later date as we will need wait for the CDE to approve the term waiver request.

### **Future Agenda Items**

The draft Measure D Bond Oversight Committee Annual report, 2022 Measure D Bond Audit report and the Election of Chair & Vice Chair will be discussed at the next meeting.

### **Adjournment**

Ms. Maria made a motion to end the meeting, seconded by Mr. Jay. All were in favor, the meeting adjourned at 6:23 p.m.

Respectfully Submitted, Patty Lomeli, Recorder