



# OXNARD SCHOOL DISTRICT

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

## MEASURE R BOND OVERSIGHT COMMITTEE

January 22, 2018

5:00 P.M.

PROFESSIONAL TRAINING CENTER (PTC)

Those in attendance are indicated by a√:

|   |                     |   |                    |
|---|---------------------|---|--------------------|
| √ | Hill Scott, Karen   | √ | Padilla, Jeannette |
| √ | Lindholm, Nancy     | √ | Vargas, Jessica    |
|   | Maria, Alyssa       | √ | Ward, Crittenden   |
|   | McLaughlin, Charles |   |                    |
|   |                     |   |                    |
|   | Staff:              |   |                    |
| √ | Fateh, David        |   | Morales, Cesar     |
| √ | Garcia, Lydia       | √ | Penanhoat, Janet   |
|   | Guests:             |   |                    |
|   |                     |   |                    |

### Call to Order & Welcome

Mr. Ward called the meeting to order at 5:15 p.m.

### Election of Chair

On motion by Ms. Lindholm, seconded by Dr. Hill-Scott, Mr. Ward was nominated for another term as Chair.

On motion by Ms. Lindholm, seconded by Mr. Ward, Mrs. Vargas was nominated for another term as Vice-Chair.

The Committee voted unanimously to approve both appointments.

### Public Comment

None.

### Approval of September 11, 2017 Meeting Minutes

Mrs. Penanhoat explained that the September 11, 2017 minutes contained an incorrect reference to Fremont Science Lab in the first paragraph under "*Review of Bond Expenses...*"; the correct school is Haydock.

Ms. Lindholm made a motion to accept the corrected minutes, seconded by Ms. Padilla. All were in favor and the minutes were unanimously approved, pending revision.

*(Revised 9/11/17 minutes attached herewith)*

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

Ms. Penanhoat reviewed the expenditure report and explained that Project 1 and Project 4 items are completed. She added that the Lemonwood Pre-K and Teal Club projects will likely revert to Measure D, as the Measure R funds are running out. A question was asked regarding lease/leaseback – do we pay monthly on that? Ms. Penanhoat responded that we are paying for the construction as we go, as it is being done. She clarified that the Fence Factory expenditures should not be listed under the Harrington School Project, and that they are going to be moved down into the Harrington Pre-K report. The next expenditure report should reflect a credit under the Harrington School Project, and that amount should be added to the Harrington Pre-K Project. She added that the Lemonwood project is quite active and that they will be moving in over the four-day weekend in February. A question was asked regarding whether the TV's will be centralized so that the principal can put something on all TV's at the same time; Mr. Fateh will find out and report back to the group. It was also asked if they would be internet-connected, and Mr. Fateh responded in the affirmative. Ms. Penanhoat stated that the Marshall Classroom Wing Project broke ground in November and is anticipated to be open for the beginning of next school year. It was commented that Marshall is over budget according to the report. Mrs. Penanhoat will look into that and send out an update. Regarding the Teal Club (Doris Patterson) property, Mrs. Penanhoat stated that the Board approved the purchase agreement at the January 17, 2018 meeting; the Borchard family has agreed to sign off on the agreement. A question was asked about whether the proximity to the airport has been taken into consideration with Teal Club, and Mrs. Penanhoat responded that it had.

Motion to certify the expenses by Mrs. Vargas, seconded by Ms. Lindholm, with the caveat that Mrs. Penanhoat provide information regarding the \$2M increase to the Marshall budget. All were in favor and the expenditures were certified as presented.

## **Draft Annual Report to the Board**

Mrs. Penanhoat provided the draft Annual Report for the Committee's review and approval, and explained that Mr. Ward would present the document at March 21, 2018 Board meeting. BOC members were encouraged to attend this meeting in support of the Report.

## **Measure R Bond Audit**

Mrs. Penanhoat provided the Measure R Bond Audit for the Committee's review. She explained that there were no findings, and that the same was true for the OSD General Audit and the Measure D Bond Audit. The Board of Trustees received all three audit reports at their January 17, 2018 meeting.

## **Project Update**

Relative to the Lemonwood project, Mr. Fateh reported that the contractor was making good progress and that the two-story classroom building was 99% complete. The District started taking ownership of the building on January 16 and will be moving the first classes on February 3<sup>rd</sup>. The move will happen in phases. The MPR building was approximately 95% complete, and scheduled to be completed by February 20<sup>th</sup>. He added that the old school buildings were scheduled for demolition at the beginning of March. Ms. Penanhoat explained that some of the smaller buildings at Lemonwood may not be completely finished for another year.

Relative to the Elm project, Mr. Fateh reported that framing and roofing were in progress and that the contract was at 45% completion. The project is anticipated to be completed in the fall of 2018. Like Lemonwood, it will be a two-phase project where the old buildings will be demolished upon completion of the new buildings.

Relative to the Marshall 6-8 project Mr. Fateh reported that foundations had been completed and that slab and utility connections were in progress. The project is at 17% completion and is anticipated to be completed in the fall of 2018.

Relative to the Harrington Pre-K project, Mr. Fateh reported that it consisted of demolition of the existing portables, framing, and patching the roof. Mr. Fateh explained that half of the existing building would be demolished and the other half would be reconfigured as a Pre-K classroom. He referred the group to project pictures in the Annual Report for clarification. The project was on schedule, with anticipated completion in July 2018.

**Future Agenda Items**

None.

**Date/Time of Future Meetings**

The next meeting was scheduled for Monday, April 23, 2018 at 5:00 p.m. in the PTC portable.

**Adjournment**

The meeting adjourned at 4:45 p.m.

Respectfully Submitted,

Lydia Garcia, Recorder



**REVISED 1/22/18**

# OXNARD SCHOOL DISTRICT

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NOTES

## MEASURE R BOND OVERSIGHT COMMITTEE

September 11, 2017

4:30 P.M.

LEMONWOOD SCHOOL LIBRARY

Those in attendance are indicated by a√:

|   |                     |   |                    |
|---|---------------------|---|--------------------|
| √ | Hill Scott, Karen   |   | Padilla, Jeannette |
| √ | Lindholm, Nancy     | √ | Vargas, Jessica    |
| √ | Maria, Alyssa       |   | Ward, Crittenden   |
| √ | McLaughlin, Charles |   |                    |
|   |                     |   |                    |
|   | Staff:              |   |                    |
|   | Morales, Cesar      | √ | Penanhoat, Janet   |
|   | Guests:             |   |                    |
| √ | Fateh, David        |   |                    |

### Call to Order & Welcome

Mrs. Penanhoat called the meeting to order at 4:36 p.m.

### Public Comment

None.

### Approval of June 5, 2017 Meeting Minutes

Mr. McLaughlin made a motion to accept the minutes as presented, seconded by Ms. Lindholm. 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 reports. She explained that for Harrington there were only a few expenditures, since that project is finishing up. Harrington ECDC is ramping up. Haydock Science Lab should be almost completed. Marshall new classroom building is also ramping up. The Teal Club K-5 project is still in the planning stage; the district is working on finalizing the purchase of the land. Mr. McLaughlin asked about the City fees of \$178K regarding Elm. Mr. Fateh explained that they are for offsite utilities and permit fees.

Motion to certify the expenses by Ms. Lindholm, seconded by Mr. McLaughlin. All were in favor and the expenditures were certified as presented.

### Project Update

Mrs. Penanhoat introduced Mr. David Fateh, Director of Facilities since November 2016, who provided an overview of the current projects. Regarding Lemonwood, the anticipated completion of the overall project is

February 2018. Framing just started last Friday on the classroom building. Notice to Proceed for the Harrington ECDC was issued last Thursday after Board approval on September 6, 2017. Anticipated completion date is July 2018.

### **Committee Membership**

Mrs. Jessica Vargas will reach the end of her third term on the BOC in March 2018; a term limits waiver will need to be obtained from the state in order for her to remain on the Committee. Mrs. Vargas expressed interest in continuing to serve, and the rest of the Committee members agreed. The Board will be asked to approve the term limits waiver at their October meeting, after which it will be submitted to the State Allocation Board for consideration at their next meeting. Mrs. Penanhoat commented that funds are dwindling in Measure R so there should not be too much longer for this committee to need to work.

### **Future Agenda Items**

Election of new chair – December 2017 meeting.

Mrs. Penanhoat asked that any future agenda items be forwarded to Lydia between now and the September meeting. Ms. Lindholm reminded the group about the annual report, also to be discussed in December.

### **Date/Time of Future Meetings**

The next meeting was scheduled for Monday, December 11, 2017 at 5:00 p.m. at the PTC portable.

### **Adjournment**

The meeting adjourned at 5:27 p.m. to a tour of the Lemonwood construction project.

Respectfully Submitted,  
Lydia Garcia, Recorder