



WESTMINSTER SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE MEASURE T GENERAL OBLIGATION BONDS

*Meeting of December 12, 2024, to be held at 5:00p.m.
District Office: Professional Learning Center*

MEETING AGENDA **APPROVED MINUTES**

1. **Welcome** – Manuel Cardoso, Assistant Superintendent of Business Services
2. **Call to Order & Flag Salute** *5:07 pm by Ms. Diana Carey*
3. **Roll Call and Establishment of Quorum**

Name	Representation	Present	Absent
Don Anderson	Active Senior Citizens Group		X
Diana Carey	Taxpayer Organization	X	
Vacant	Business Representative		
Christine Hernandez	Active PTA/Parent Representative	X	
Hung Nguyen	Parent Representative	X	
Joey Van Camp	At-Large Community		X
Ellen Riley	At-Large Community	X	

4. **Public Comment** – Any member of the public attending this meeting may directly address the Committee on any item of interest to the public with respect to the expenditure of Measure T GO Bond Proceeds.
The Chairperson will ask if any members of the public wish to address the Committee, and if so, the members of the public shall raise his/her hand and when called upon, give their name, and then make their statement. Members of the public will be given up to three minutes to address the Committee. No public comments at this time.
5. **ADOPT** - AGENDA for Regular Meeting of the Citizens' Oversight Committee Meeting held on December 12, 2024. *Moved by Ms. Ellen Riley, seconded by Mr. Hung Nguyen. All members voted, AYE-PASSED.*
6. **APPROVE** - Official Minutes of the Citizens' Oversight Committee meeting held on September 19, 2024 as submitted or with the necessary corrections. *Moved by Ms. Christine Hernandez, seconded by Ms. Ellen Riley. All members voted AYE-PASSED.*
7. **RECEIVE** – Correspondence and refer it to the proper Order of Business or to the Assistant Superintendent of Business Services for handling. *No correspondence at this time.*



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8. **HEAR** - Oral Communication from Members of the Citizens' Bond Oversight Committee and District Staff. *No communication at this time.*

9. **REVIEW** – Measure T Presentation Update

Mr. Cardoso shared the presentation overview and Mr. Scott Harvey presented construction updates, while Mr. Brett Heinbuch financial information regarding the following projects.

- Current modernization projects

- Group 1 - Finley ES, Webber ES, Schmitt ES
- Group 2 - Sequoia ES, Eastwood ES, and Warner MS

The following information/items were discussed.

1. *Group 1 and 2 amendments are well below 10% contingency with unforeseen structural areas discovered and electrical issues*
2. *Scope of work is a review of previous items with sites' phases now completed.*
3. *New dual pane aluminum windows feature darker tinted glass which offers better temperature insulation and an added layer of privacy from outside visibility.*
4. *Sequoia is on Phase IV with the Library Media Center, Innovation Lab and four classrooms to be fully completed*
5. *Land site preschool program upgrades/completions took place while the six Measure T projects were also happening. State preschool funds were used to add two new playgrounds, three shade structures, and revitalize every classroom. Its grand opening will be next month.*
6. *Warner MS received some technology upgrades and more wireless access capability.*

- Measure T Fiscal Data & Project Summary

Financials Recap

- *All expenditures are from up to this last week and reflected to the summaries with completed projects.*
- *Voter approved Measure T Bond of \$76M resulted as five issuances. Excess cost to complete all projects will be covered with remaining ESSER funds and COP funds received in July.*

- Marketing Progress - Updated Safety Flyer shared.

- *Mr. Manuel Cardoso guided members through the Measure T webpage and updated Safety/Modernization Flyer details as continued efforts to promote and market the District.*
- *Enrollment flyers will be sent out into the community, as well as available at all sites.*

Q & A

1. *Ms. Ellen Riley asked if (a) earthquake retrofitting was needed and (b) how much of the funds for preschool was from the state.*

3.5

Develop and implement a long-range Facilities Master Plan to ensure effective use of all district facilities including, but not limited to, modernization of classrooms, upgrading of technology infrastructure, and enhanced safety on all campuses.



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- a) *Any new building would need to meet AB 300 which is the earthquake retrofit code. This was not the case with these projects*
 - b) *All funds are from State since Preschool is state funded program. District was able to maximize the last year of COVID hold harmless funding where Districts' were fully funded, although students serviced was lower. Those were one-time funds used for equipment, playgrounds and shelters.*
2. Mr. Hung Nguyen asked the following questions:
- a. *What where the parking code upgrades required for Webber and did this impact all sites?*
 - *That was the ADA striping accessibility change where the path of travel must be from the city sidewalk directly into the facility/office versus into school. Some sites did receive additional parking lot upgrades. Schmitt received a second accessible pathway for safety improvements and not necessarily because of code. Finley had additional work done to the back where new asphalt was poured for new parking lot and a new, secondary path of travel had to be established as well as ramps.*
 - b. *Is the practice still lowest responsive bid and are the change orders for the same contractors?*
 - *Yes, it is lowest responsive bid and it is the same contractors providing the work for change orders. Increases to original board approved contracted amount are change orders that must be formerly board approved, and public contract/bid code allows up to 10% for change orders without requiring a second bid.*
 - c) *Is the District happy with the current contractors and is their rate of work faster?*
 - *Group 1 contractors fell behind and needed to be accelerated. They've met their obligations and are back on schedule. Second contractors, DF Perez for Group 2 seemed to be more experienced and handled the project better. Overall, the District is happy with the contractors.*
 - d) *Prop 28 just, passed. Can we apply for Prop 28 funds?*
 - *Prop 28 is the Arts. You are probably referring to Prop 2 (CA School Construction) which is the \$10Billion bond money. DLR Architect is consultant that we work with annually and there is about \$40M in eligibility that we are applying for. We are qualified and in line, so hoping to get funding in the future. This would be for "completed projects" similar to the DeMille parking lot that was completed in 2019 and the state funds were received 5 years later.*
 - e) *Who pays for replacement of water fountains? Actually, for a Warner fountain that students are not using since it is old.*



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➤ *That is a part of modernization plan for the current projects. If they are not up to code then they are replaced, while others may be refurbished. Please provide information on the particular Warner fountain so we can follow up.*

f) *What about improvements to Warner tracks?*

➤ *Fields are not in the scope of work, although there is a facilities master plan discussion for the December 19th board meeting. A study session will take place to have a needs assessment with community engagement to look at all 17 sites to determine what are the highest needs. If there is an interest to pursue areas that were not in the Measure T scope of work such as, MPRs, fields, and portables, then it could be a future bond.*

g) *Was the District involved with putting a stop light at Warner on 15th Street?*

➤ *No, that was the City.*

10. **DISCUSS** - Proposed Future Agenda Items

- **Measure T Audited Financial Statements as of June 30, 2024**

Audits were just completed for the General and Measure T Fund. It will be presented to Board in January for approval/acceptance. Results were that it was a clean audit with no findings, although it will be formerly presented at the next COC Meeting in April. A digital copy will be sent prior, although bounded hard copy will be provided.

11. **REVIEW & DISCUSS** – 2024/25 Meeting Schedule

- *Thursday, April 3, 2025 - 5:00 p.m.
- *Thursday, June 26, 2025 - 5:00 p.m.

**Subject to change based on Board of Trustee meetings*

Additional Discussion Items and Q&A

1. *Ms. Ellen Riley inquired about the (a) School Resource Officer (SRO) program and (b) about who provides mental health support and are they trained.*

a) *Safety has been an ongoing discussion/concern and last year a study was conducted to add a dedicated WSD uniformed WPD police officer as the school resource officer. Initially we had Officer Delgado that moved on and now we have Officer Vo with specialized training as an SRO. The program is a support to families as a deterrent to improve attendance. The SRO has made an impact being involved at sites with a schedule of 10 hours a day from M-Thursdays with direct access to another officer on Fridays. There are discussions about possibly expanding the program since it is only one officer at this time.*

b) *Staff consisting of psychologists (7), counselors (13), and administrators that are trained and available provides mental health support. The recent incident where they were mobilized was when an employee passed away suddenly, two weeks ago.*

2. *Student(s) sharing that safety drills are better and feeling safer, mentioned darker windows and having SRO is reassuring especially with input to active shooter support.*

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- *Sites have upgraded fire alarm system and vocal/audible warning system. It's good to hear students expressing and noticing the safety additions.*

12. **ADJOURNMENT 5:48pm**

Moved by Ms. Ellen Riley, Second by Ms. Christine Hernandez

[Note: As required pursuant to Education Code Section 15280, the minutes of this meeting will be posted on the District's internet website]