



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

Meeting of January 29, 2026, to be held at 5:00p.m.
District Office: Mendez Board Room

AGENDA – *Meeting Minutes*

1. **Welcome** – Manuel Cardoso, Assistant Superintendent of Business Services
 - a. **District Staff:** Superintendent- Dr. Gunn Marie Hansen, Executive Director FMOT- Scott Harvey, Executive Director Business Services – Brett Heinbuch, Executive Secretary – Anne Pham – *All staff were present, except for Dr. Hansen, who was engaged in other District business.*

2. **Call to Order & Flag Salute** *5:02pm by Chairperson, Mr. Don Anderson*

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	N/A	
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.

5. **ADOPT** - AGENDA for Regular Meeting of the Citizens' Oversight Committee Meeting held on January 29, 2026. *Moved by Ms. Joey Van Camp, seconded by Ms. Christine Hernandez. All members voted AYE-PASSED.*
6. **APPROVE** - Official Minutes of the Citizens' Oversight Committee meeting held on [June 26, 2025](#), as submitted or with the necessary corrections. *Moved by Ms. Christine Hernandez, seconded by Ms. Joey Van Camp. 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.*



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8. **HEAR** - Oral Communication from Members of the Citizens' Bond Oversight Committee and District Staff. *Oral Communication had after Q&A session (see below)*
9. **REVIEW** – Measure T Presentation Update - *The updated presentation can be found by clicking the link below:*
 - [2024-25 Measure T Audited Financial Statements as of June 30, 2025](#)
 - Final Modernization projects
 - Group 1 - Finley ES, Webber ES, Schmitt ES
 - Group 2 - Sequoia ES, Eastwood ES, and Warner MS
 - Measure T Fiscal Data & Project Summary

The following information/items were discussed:

- *Group 2 Project was the larger scope as interim housing was required due to the lack of available classrooms, while Group 1 projects did not require interim housing resulting in over a million dollars in project costs.*
- *Majority of the projects were completed in June and July.*
- *A group discussion was also had about any effects to Sequoia with the recent heavy rains and any flooding issues. Classrooms weren't affected and flooding issues have improved, although this is something that the Facilities Master Plan can address.*

Financials Recap:

- *All Measure T major projects were provided in a list and Stacey Gym was the initial Measure T project that was completed in 2019.*
- *Other funding sources were leveraged such as ESSER and COP fund to complete specific HVAC modernizations*
- *All Measure T Funds have been expended, which is the highlighted column to Slide 36.*
- *The District uses auditors Nigro & Nigro for the full Measure T Audit Report. They have been around since 1999 and work closely with various school districts. A recap of fund balances, revenues, and expenditures provided with all bid documents completed, invoices signed off and audit requirements were met and in compliance.*
- *The fiscal year ended June 30, 2025, and all bond requirements have been met with a zero balance where Measure T Bond Funds have been fully expended.*
- *This is the final audit for Measure T Bond Funds*

O&A:

1. Chairperson, Mr. Don Anderson asked (a) if there were any suggestions, recommendations, or findings and (b) where does the District go from here as far as future bonding?
 - a. *The audit went well and since there were no findings, a "Scheduled Findings" page was omitted/not necessary. There is a Performance page that does provide more information.*



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

- b. A Facilities Master Plan in process for matching funds through a state bond. A new facilities master plan is needed to meet the criteria. Four applications have been submitted with seven current ongoing projects. There will be about 15 projects between \$60-\$90 million, depending on evaluations. Community surveys and calls are going out for community visibility and results will go to the Board in March*
- 2. Mr. Hung Nguyen inquired about this being the last COC Meeting.*
 - a. Yes, the September 2025 meeting was cancelled since there was no relevant information or new reports at the time. This meeting wraps up the Measure T funds with the delivery of its final audit report. Mr. Cardoso, thanked the COC for volunteering time and commitment to ensuring funds were spent appropriately for Westminster School District is appreciated and this group would be considered first should we accept another bond.*

Oral Communications:

COC Members thanked WSD Representatives for their level of transparency, professionalism and dedication to the work of this committee. The access to information from the district website and being able to refer to detailed meeting minutes was appreciated. COC Members expressed their pleasure in being able to serve with this group and admiration to the WSD Organization.

- 10. INFORMATION - COC Member/Representative Appreciation -** *The remainder of the meeting consisted of recognizing the Members and Representatives by Assistant Superintendent, Business Services, Manuel Cardoso.*
 - Executive Director, Scott Harvey was presented with the WSD Challenge Coin for his outstanding leadership to complete these projects. It is similar to the military tradition to honor and recognize service to core values. Those core WSD Strategic Plan values are Ignite, Connect, Create, Trust, Elevate and Model.*
 - Each COC Member was also presented with a Certificate of Appreciation for their service on the COC and their very own personalized WSD "hard hat."*
- 11. REVIEW & DISCUSS – WSD Board of Trustees Recognition of COC Representatives**
 - Thursday, February 19, 2026 - 7:00 p.m. Anne Pham will send invitations to COC Members and additional details for recognition by WSD Board of Trustees.*
- 12. ADJOURNMENT 5:37pm by Chairperson, Mr. Don Anderson**

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

MEASURE T

CITIZENS' OVERSIGHT COMMITTEE

Manuel Cardoso

Assistant Superintendent, Business Services

Scott Harvey

Executive Director, Facilities/MOT

Brett Heinbuch

Executive Director, Business Services

Anne Pham

Executive Secretary



WSD INSPIRES!

January 29, 2026

PRESENTATION OVERVIEW

- ❑ 2024-25 Measure T Audit Report
- ❑ Finley, Webber & Schmitt Elementary Schools Project Update
- ❑ Eastwood & Sequoia Elementary & Warner Middle Schools Project Update
- ❑ Final Measure T Fiscal Data & Project Summary



2024-25 MEASURE T ANNUAL AUDIT

- Ed. Code 41020 requires annual independent audits of all funds
 - Auditor: Nigro & Nigro, Inc.
 - [Measure T Audit Report](#)
- **“Unmodified opinion”** – highest level of assurance issued by an independent audit
 - Submitted to OCDE and State agencies – **December 15, 2025**
 - Board of Trustees Reviewed and Accepted – **January 22, 2026**
 - Citizens’ Oversight Committee Review – **January 29, 2026**





GROUP 1 - PROJECT UPDATES

- Finley ES HVAC & Modernization - (DSAA# 04-121814)
- Webber ES HVAC & Modernization - (DSAA#04-121818)
- Schmitt ES HVAC & Modernization - (DSAA#04-121817)
 - **Board Approved Bid (October 9, 2023): \$15,980,000**
 - Amendment #1 (May 23, 2024): \$240,537 (1.5%)
 - Amendment #2 (June 13, 2024): \$115,287 (0.7%)
 - Amendment #3 (September 12, 2024): \$264,605 (1.7%)
 - Amendment #4 (December 19, 2024): \$959,554 (6.0%)
 - **Final Amended Contract = 9.89% or \$17,559,980**
- **All projects are DSA Certified as complete and compliant**





SCOPE OF WORK

EXTERIOR IMPROVEMENTS:

- New aluminum window system with dark bronze ½ inch thick safety glass
- New metal doors & hardware
- New paint
- Upgraded exterior lighting
- New roofing





SCOPE OF WORK

INTERIOR IMPROVEMENTS:

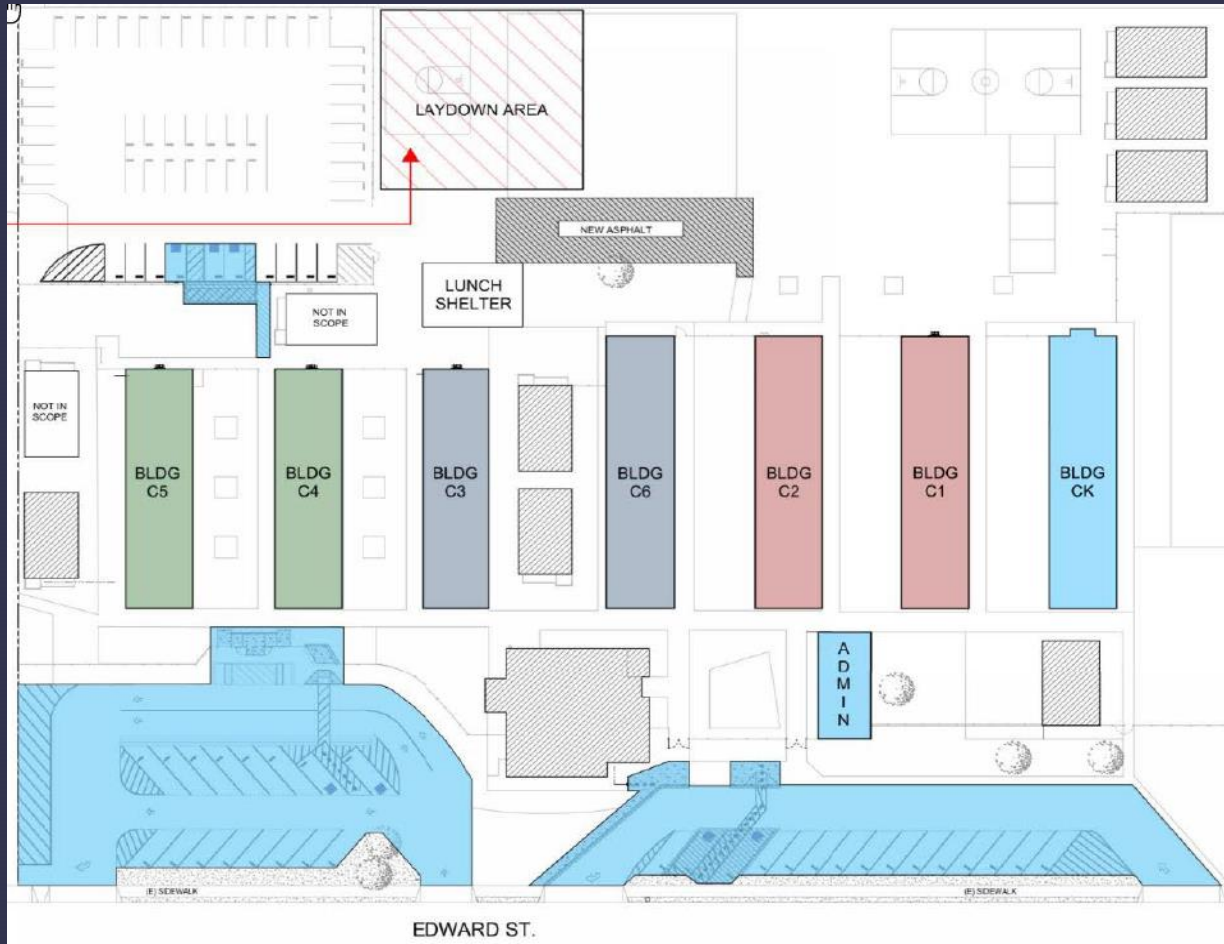
- New HVAC units & ducting
- New ceiling & fire alarm
- New paint & flooring
- Updated LED lighting
- New wall tack panels
- New dry erase boards





FINLEY ELEMENTARY SCHOOL

HVAC MODERNIZATION MASTER PLAN & SCHEDULE



	PHASE 1: 6 CLASSROOMS COMPLETED
	PHASE 2: 6 CLASSROOMS COMPLETED
	PHASE 3: ADMIN AND KINDER COMPLETED
	PHASE 4: 6 CLASSROOMS COMPLETED

- Installation of air conditioning in every classroom (except in MPR & existing relocatable classrooms)
- New roofing
- Fire Alarm
- Parking upgrades to meet new codes
- New paint interior and exterior
- High efficiency windows
- New LED lights



PHASE I AND II COMPLETION





PHASE III COMPLETION



KINDERGARTEN ROOMS



ADMINISTRATION OFFICES





PHASE IV COMPLETION

6 CLASSROOMS





WEBBER ELEMENTARY SCHOOL

HVAC MODERNIZATION MASTER PLAN & SCHEDULE



	PHASE 1: 4 CLASSROOMS COMPLETED
	PHASE 2: 4 CLASSROOMS COMPLETED
	PHASE 3: ADMIN AND KINDER COMPLETED
	PHASE 4: 4 CLASSROOMS COMPLETED

- Installation of air conditioning in every classroom (except in MPR & existing relocatable classrooms)
- New roofing
- Fire Alarm
- Parking upgrades to meet new codes
- New paint interior and exterior
- High efficiency windows
- New LED lights



PHASE I AND II COMPLETION



BEFORE



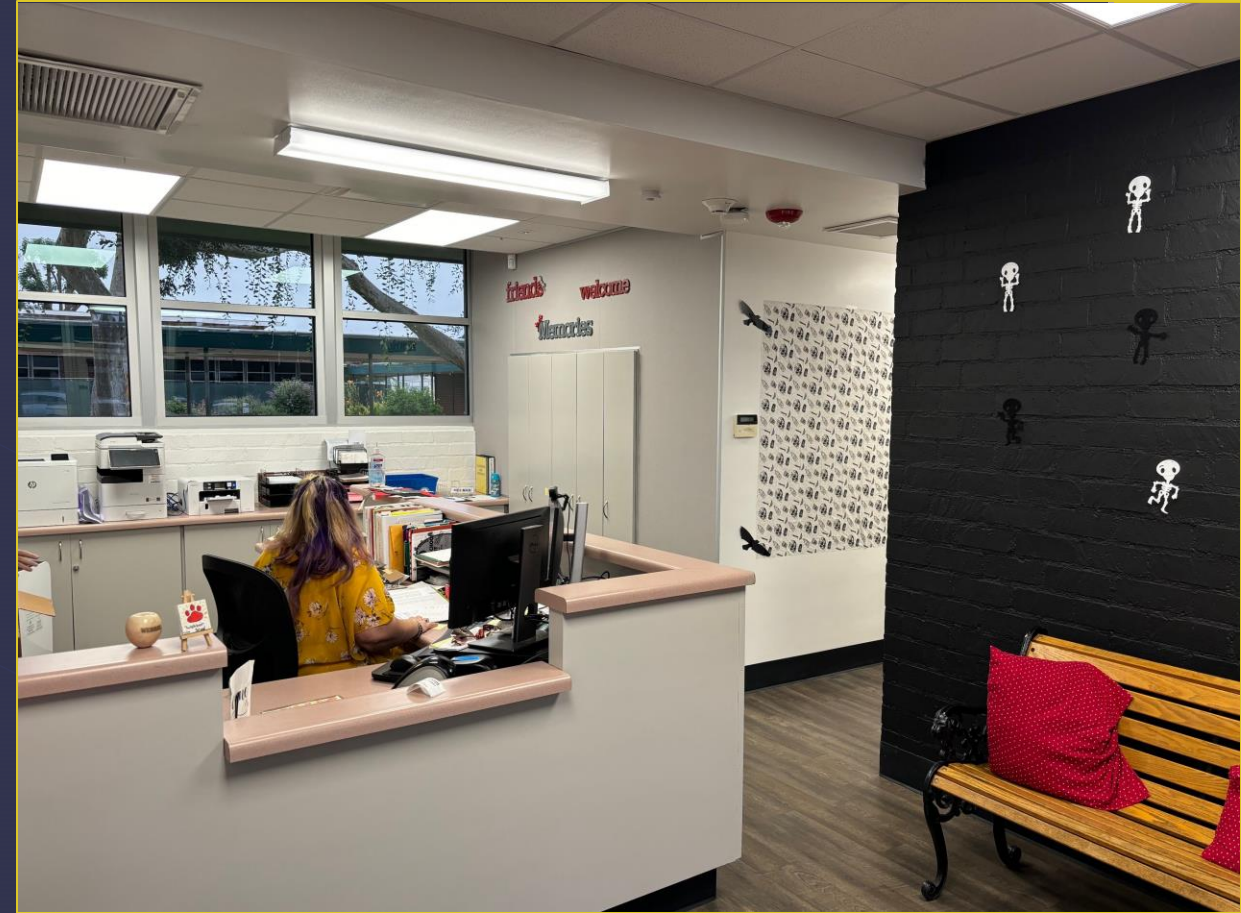
AFTER



PHASE III COMPLETION



PRESCHOOL ROOM



ADMINISTRATION OFFICES



PHASE IV COMPLETION

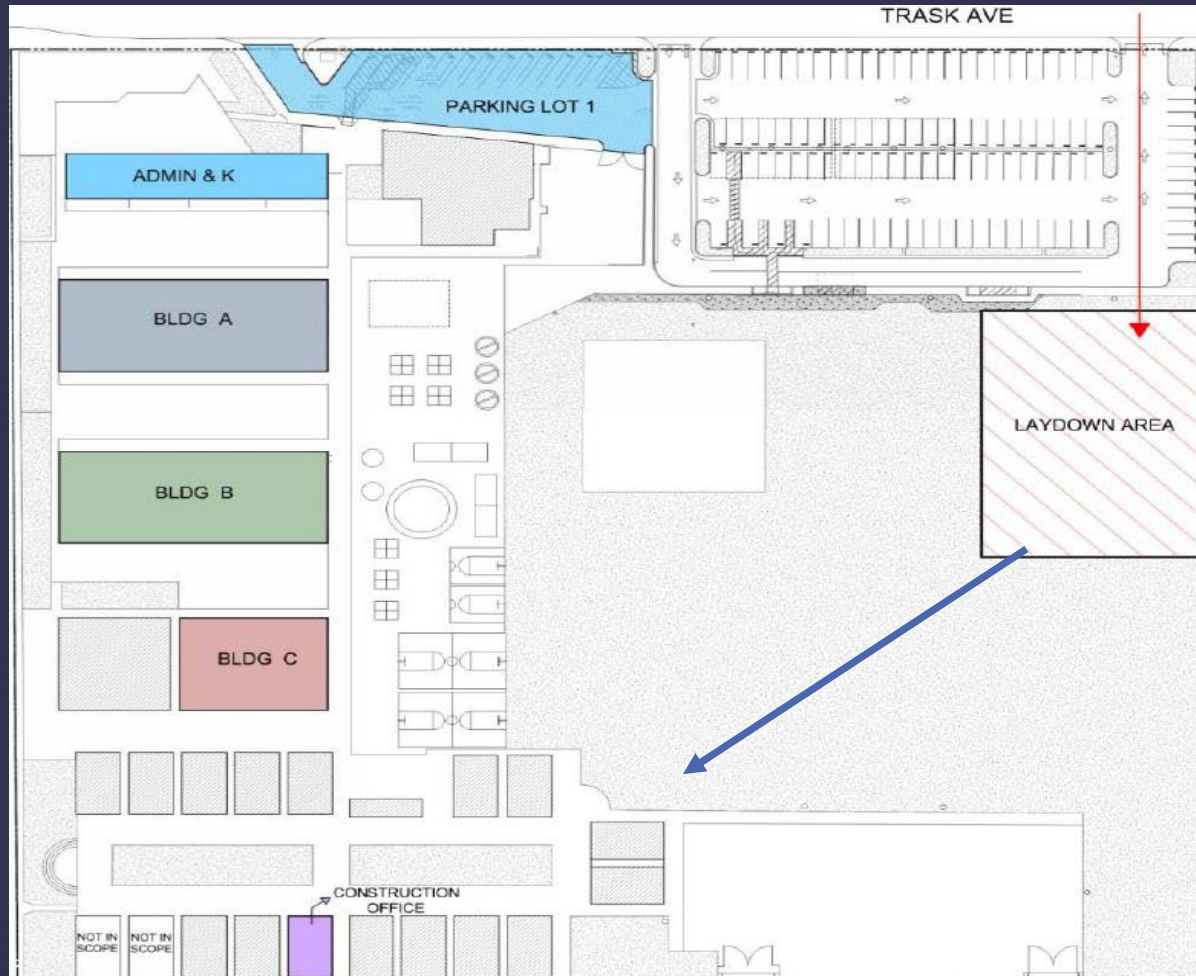
4 CLASSROOMS





SCHMITT ELEMENTARY SCHOOL

HVAC MODERNIZATION MASTER PLAN & SCHEDULE



	PHASE 1: 8 CLASSROOMS COMPLETED
	PHASE 2: 8 CLASSROOMS COMPLETED
	PHASE 3: ADMIN AND KINDER COMPLETED
	PHASE 4: 3 CLASSROOMS, LIBRARY COMPLETED

- Installation of air conditioning in every classroom (except in MPR & existing relocatable classrooms)
- New roofing
- Fire Alarm
- Parking upgrades to meet new codes
- New paint interior and exterior
- High efficiency windows
- New LED lights



PHASE I AND II COMPLETION

8 CLASSROOMS



BEFORE



AFTER





PHASE III COMPLETION



KINDERGARTEN ROOMS



ADMINISTRATION OFFICES



PHASE IV COMPLETION

3 CLASSROOMS, LIBRARY





GROUP 2 - PROJECT UPDATES

- Eastwood ES HVAC & Modernization - (DSAA# 04-121964)
- Sequoia ES HVAC & Modernization - (DSAA#04-121963)
- Warner MS HVAC & Modernization - (DSAA#04-121968)
 - Interim Housing Completed: November 2023
 - **Board Approved Bid (March 7, 2024): \$23,897,863**
 - Amendment #1 (June 13, 2024): \$106,667 (0.5%)
 - Amendment #2 (September 12, 2024): \$340,256 (1.4%)
 - Amendment #3 (October 17, 2024): \$214,712 (0.9%)
 - Amendment #4 (December 19, 2024): \$322,403 (1.3 %)
 - Amendment #5 (May 22, 2025): \$243,077 (1.0%)
 - **Final Amended Contract = 5.1% or \$25,124,978**
 - **Sequoia ES is DSA Certified as complete and compliant. Eastwood ES and Warner MS are pending final DSA closeout process.**



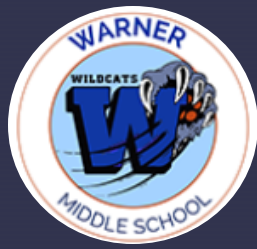


SCOPE OF WORK

EXTERIOR IMPROVEMENTS:

- New aluminum window system with dark bronze ½ inch thick safety glass
- New metal doors & hardware
- New paint
- Upgraded exterior lighting
- New roofing





SCOPE OF WORK

INTERIOR IMPROVEMENTS:

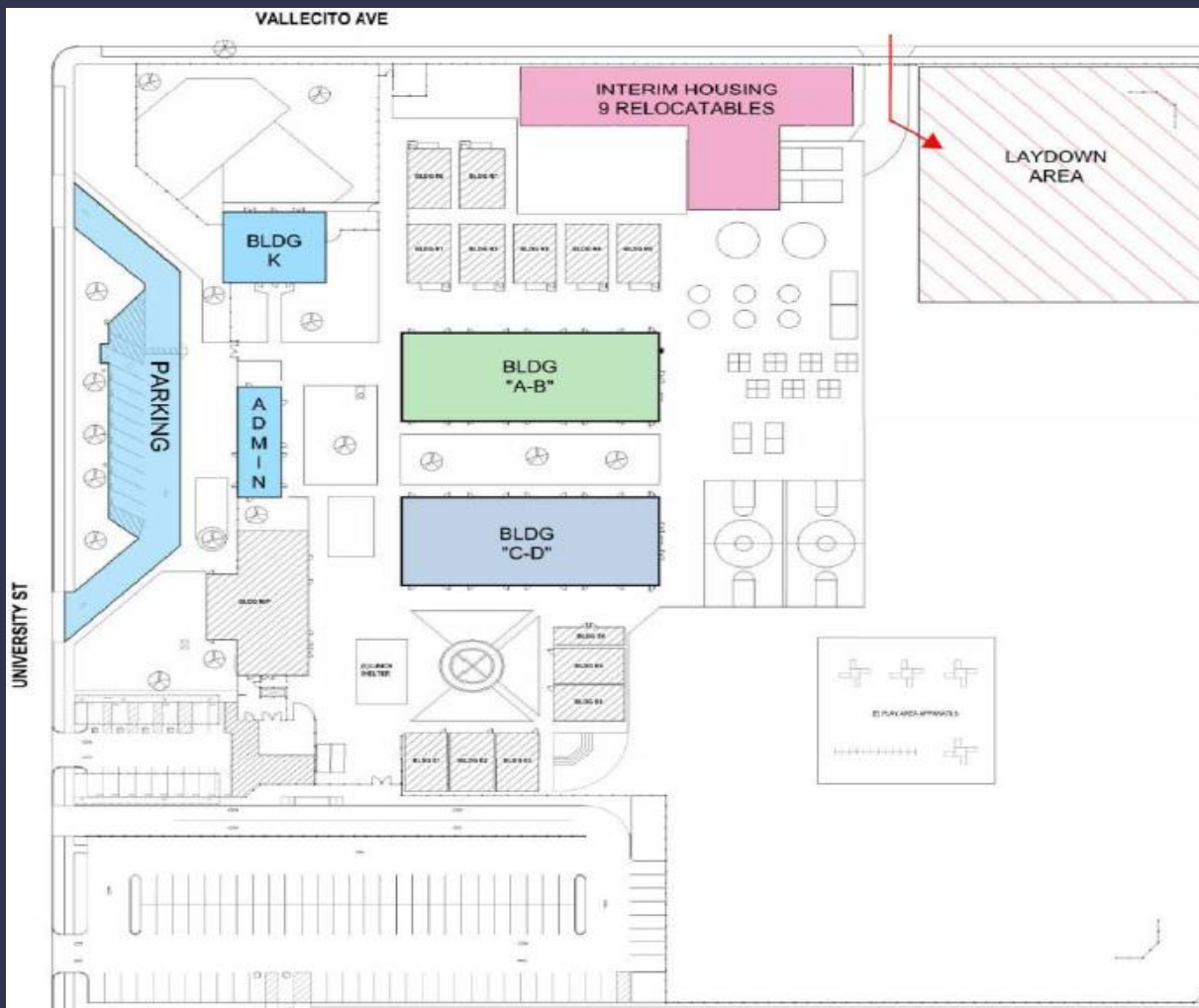
- New HVAC units & ducting
- New ceiling & fire alarm
- New paint & flooring
- Updated LED lighting
- New wall tack panels
- New dry erase boards





EASTWOOD ELEMENTARY SCHOOL

HVAC MODERNIZATION AND INTERIM HOUSING MASTER PLAN & SCHEDULE



PHASE 1: INTERIM HOUSING
COMPLETED

PHASE 2: 8 CLASSROOMS
COMPLETED

PHASE 3: ADMIN & KINDER
COMPLETED

PHASE 4: 8 CLASSROOMS
COMPLETED

- Installation of air conditioning in every classroom (except in MPR & existing relocatable classrooms)
- New roofing
- Fire Alarm
- Parking upgrades to meet new codes
- New paint interior and exterior
- High efficiency windows
- New LED lights



PHASE II COMPLETION

8 CLASSROOMS



BEFORE



FIRST DAY OF SCHOOL!

AFTER



PHASE III COMPLETION



KINDERGARTEN ROOMS



ADMINISTRATION OFFICES



PHASE IV COMPLETION

8 CLASSROOMS

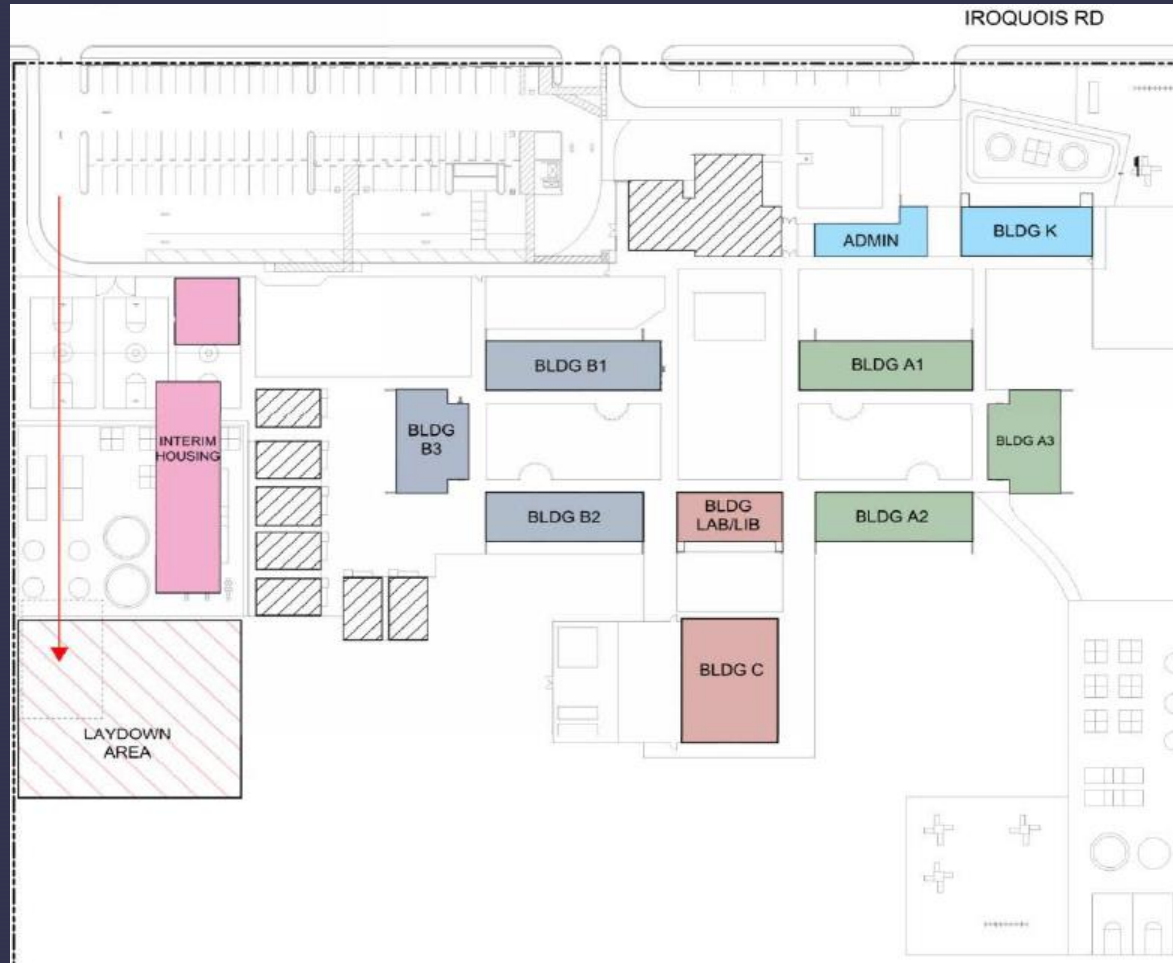


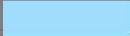
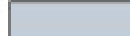


SEQUOIA ELEMENTARY SCHOOL

HVAC MODERNIZATION AND INTERIM HOUSING

MASTER PLAN & SCHEDULE



	PHASE 1: INTERIM HOUSING
	COMPLETED
	PHASE 2: 8 CLASSROOMS
	COMPLETED
	PHASE 3: ADMIN & KINDER
	COMPLETED
	PHASE 4: 8 CLASSROOMS
	COMPLETED
	PHASE 5: 5 CLASSROOMS, LIBRARY
	COMPLETED

- Installation of air conditioning in every classroom (except in MPR & existing relocatable classrooms)
- New roofing
- Fire Alarm
- Parking upgrades to meet new codes
- New paint interior and exterior
- High efficiency windows
- New LED lights



PHASE II COMPLETION





PHASE III COMPLETION



KINDERGARTEN ROOMS



ADMINISTRATION OFFICES



PHASE IV COMPLETION

8 CLASSROOMS





PHASE V COMPLETION

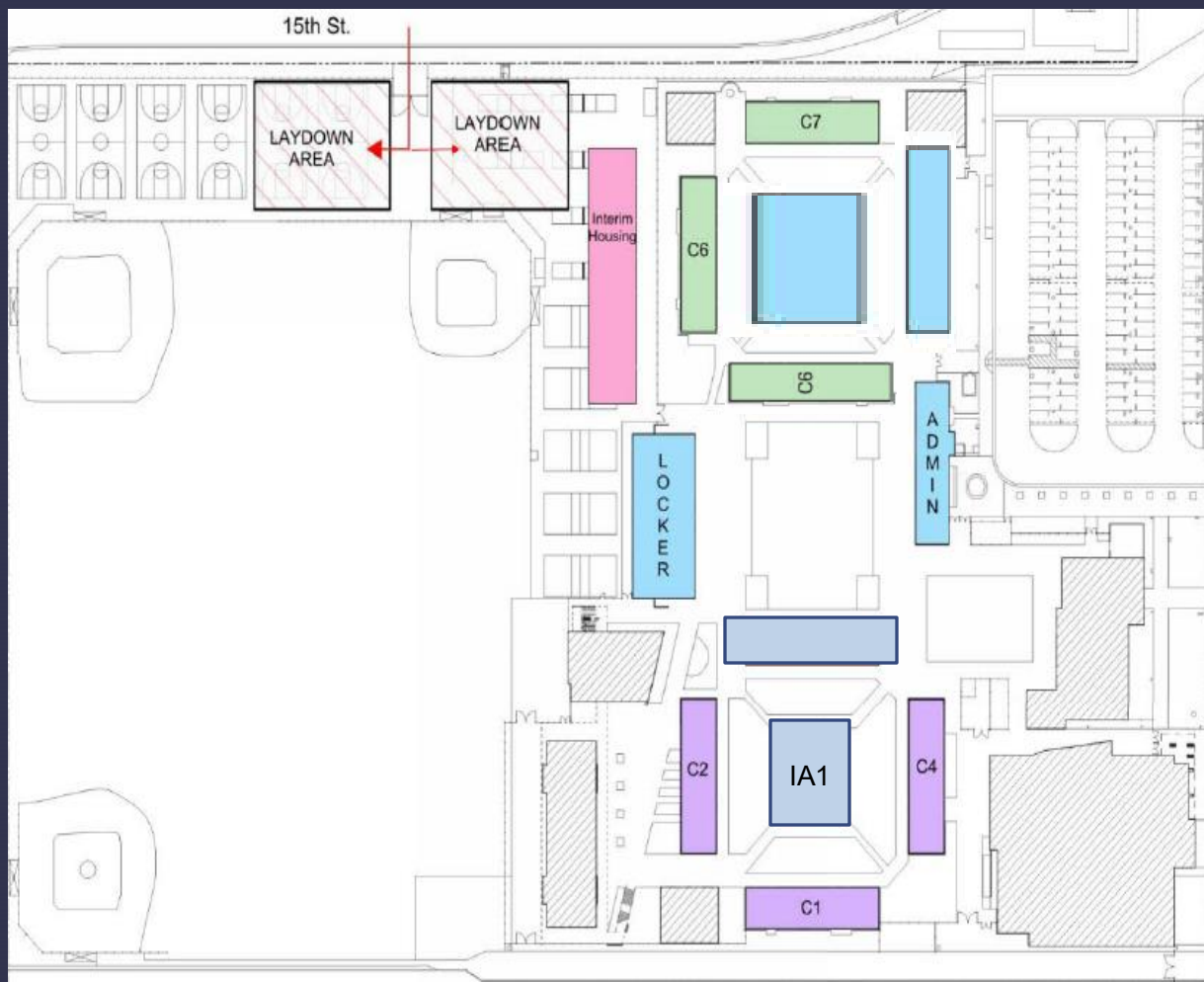
5 CLASSROOMS, LIBRARY

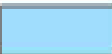
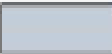




WARNER MIDDLE SCHOOL

HVAC MODERNIZATION AND INTERIM HOUSING MASTER PLAN & SCHEDULE



	PHASE 1: INTERIM HOUSING COMPLETED
	PHASE 2: 9 CLASSROOMS COMPLETED
	PHASE 3: ADMIN & LOCKEROOM 3 CLASSROOMS COMPLETED
	PHASE 4: 9 CLASSROOMS COMPLETED
	PHASE 5: 6 CLASSROOMS COMPLETED

- Installation of air conditioning in every classroom (except in MPR & existing relocatable classrooms)
- New roofing
- Fire Alarm
- Parking upgrades to meet new codes
- New paint interior and exterior
- High efficiency windows
- New LED lights



PHASE II COMPLETION

16 CLASSROOMS



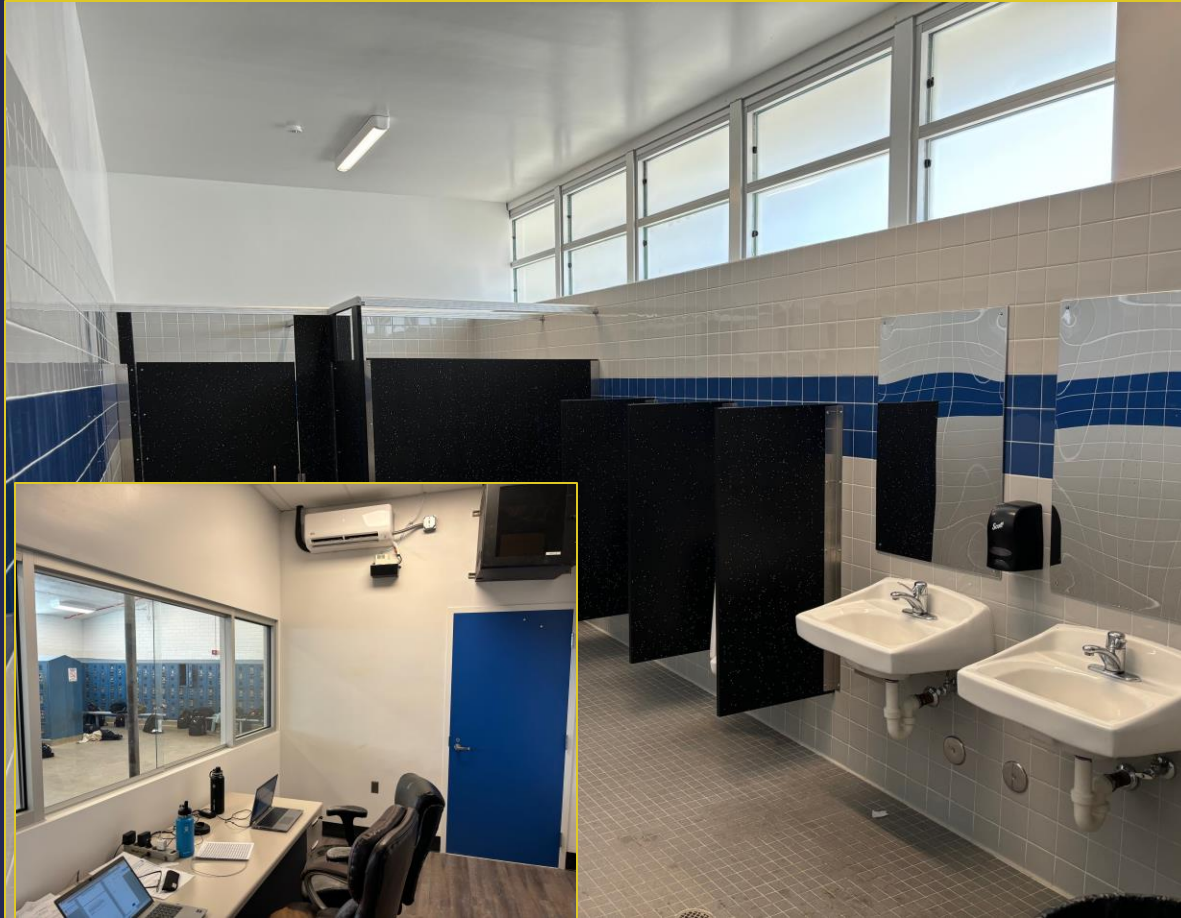
BEFORE



AFTER



PHASE III COMPLETION



LOCKER ROOMS



ADMINISTRATION OFFICES



PHASE IV COMPLETION

9 CLASSROOMS





PHASE V COMPLETION

6 CLASSROOMS



MEASURE T FUNDS

➤ 1 st Issuance (January 2017)	\$18,000,000	} <i>Community commitment of all voter approved Measure T General Obligation Bond funds totaling \$76,000,000</i>
➤ 2 nd Issuance (October 2018)	\$14,000,000	
➤ 3 rd Issuance (February 2021)	\$15,000,000	
➤ 4 th Issuance (May 2022)	\$15,000,000	
➤ 5 th Issuance (March 2023)	\$14,000,000	
➤ Cost of Issuances	(\$896,432)	
➤ State Funding Received (2018/19)	\$725,603	
➤ State Funding Received (2023/24)	\$595,086	
➤ Interest Earned through June 2025	<u>\$2,707,610</u>	
➤ Total Available Funds:	\$79,131,867	



MEASURE T PROJECTS SUMMARY

Total Measure T Available Funds:				\$79,131,867	Other Funds	
Project	Completed	Current Expense*	Total Measure T Projects	Remaining Balance	ESSER III Funds*	COP*
Stacey MS Gym	\$14,737,378		\$14,737,378	\$64,394,489		
Heat Study	\$3,206		\$3,206	\$64,391,283		
Admin/Planning Costs, Fire Alarm	\$1,041,321		\$1,041,321	\$63,349,962		
Fryberger ES HVAC	\$6,681,321		\$6,681,321	\$56,668,641		
Hayden ES HVAC	\$6,570,475		\$6,570,475	\$50,098,166		
Meairs ES HVAC	\$6,068,468		\$6,068,468	\$44,029,698		
Anderson ES HVAC	\$8,820,730		\$8,820,730	\$35,205,968	\$270,143	
DeMille ES HVAC	\$7,271,458		\$7,271,458	\$27,937,511	\$365,679	
Finley ES HVAC		\$4,033,240	\$4,033,240	\$23,904,271	\$2,171,296	\$2,380,258
Schmitt ES HVAC		\$3,957,934	\$3,957,934	\$19,946,337	\$2,074,456	\$1,597,739
Webber ES HVAC		\$3,205,726	\$3,205,726	\$16,740,611	\$1,911,655	\$1,149,304
Sequoia ES HVAC		\$5,390,330	\$5,390,330	\$11,350,281	\$2,953,679	\$1,689,106
Eastwood ES HVAC		\$5,588,614	\$5,588,614	\$5,761,667	\$2,337,752	\$657,331
Warner ES HVAC		\$5,761,667	\$5,761,667	\$0.00	\$3,460,975	\$4,465,387
Totals:	\$51,194,356	\$27,937,511	\$79,131,867	\$0.00	\$15,545,635	\$11,939,124

*As of 6/30/2025 Fiscal Year-end 2024-2025



THANK YOU!



QUESTIONS?

