

**MINUTES OF THE JOINT MEETING OF THE  
MEASURES C & EE CITIZEN BOND OVERSIGHT COMMITTEE  
MANHATTAN BEACH UNIFIED SCHOOL DISTRICT**

**November 9, 2017  
6:00 p.m.**

The Members of the Joint Measures C and EE Bond Oversight Committee held a regular meeting on Thursday, November 9, 2017, at 1401 Artesia Blvd, Manhattan Beach, California 90266

<b>Members of the Committee</b>	<p><b>Local Attendees:</b> Jonathan Beutler , John Bushman, Tim Flake, Stewart Fournier, Michael Kiely, Larry Kleinberg, Harry Langenberg, Steven Nicholson, Greg Reynolds, Claudia Schloss, Mark Sprague, Larry Zimbalist</p> <p><b>Absent:</b> Jeffrey Serota, Craig Underwood, T. Tolga Yaprak,</p>
<b>District Personnel</b>	<p><b>Attending:</b> Dr. Dawnalyn Murakawa-Leopard, Deputy Superintendent Rodney Jorgensen, Buildings Trade Specialist/CSEA Rep Bill Fournell, MBUSD Board of Trustees member.</p> <p><b>Absent:</b> MBUTA Rep.</p>
<b>Other Attendees / Personnel</b>	None.
<b>Call to Order</b>	A quorum was met and the meeting was called to order by Tim Flake at 6:05 PM
<b>Pledge of Allegiance</b>	The Pledge of Allegiance was led by Tim Flake.
<b>Announcements and Communications</b>	Tim Flake welcomed Bill Fournell to the meeting.
<b>Public Comments</b>	None.
<b>Presentation/Discussion</b>	None.
<b>Committee Business</b>	<p><b>1.0 Agenda item</b> – Approval of the minutes from the August 3, 2017 joint BOC meeting.</p> <p><b>i. Measure C</b> MOTION to approve: Claudia Schloss SECOND: Steve Nicholson AYES: 12 NOES: 0 ABSENT: 3 ABSTENTIONS: 0</p> <p><b>ii. Measure EE</b> MOTION to approve: Steve Nicholson SECOND: Greg Reynolds</p>

AYES: 12  
NOES: 0  
ABSENT: 3  
ABSTENTIONS: 0

**2.0 Agenda Item** – Bond progress updates with a focus on significant developments or changes since the last BOC meeting on August 3, 2017.

**i. Measure C**

Dawnalyn Murakawa-Leopard presented and [reviewed DLR Groups' presentation](#) to the Board from Monday, 11/6/17.

- To date, steering committee has reviewed priorities for Measure C projects against the Facility Master Plan (FMP) from 2015. The next step is to take draft scope of priorities to the community for input.
- BOC feedback and discussion on DLR summary included:
  - **HVAC:** AC in permanent buildings; low cost systems to be installed where buildings will be replaced. BOC discussed the increase in utility cost that could be incurred and asked the District if solar is an option, and to have contractors be aware and note what energy increases will be as the projects move forward.
  - **Perimeter Issues/Security:** The BOC members noted the real security issues that exist in our schools throughout the world today and asked if this was addressed in our school district. BOC suggested looking at what other schools are doing and bringing in experts in this field. Dawnalyn noted that safety and security is being addressed at all campuses. There are still some district-wide decisions that need to be made. Expertise will be brought in as needed.
  - **Equity of projects given the amount of work to be done at Grand View and Pennekamp versus other sites:** No concerns have been expressed to the District to date.
  - **Usability, Safety & Utilities focus of projects:** It was discussed that Measure C projects are very utilitarian and not focused on addressing outdated facilities, equipment and materials. Bill Fournell noted that completing these projects could position the District for a future bond measure to fund MPRs and aesthetic improvements.

**ii. Measure EE**

- Dawnalyn Murakawa-Leopard updated the BOC on the filing of the Negative Declaration on 11/9/17. This initiates the final 30-day appeal window which is the last step in the CEQA process on the Mira Costa Athletic Complex project.
- Bill Fournell talked about current design proposed for the 3-court gym and pavilion gym. These courts will have different uses, provide for flexible practice schedules, and provide for seating for the full student body.

	<p><b>3.0 Agenda Item: Bond Expenditures Updates</b></p> <p><b>i. Measure C</b> To date there has been very limited spending under Measure C. Dawnalyn distributed the budget &amp; expenditure report for Measure C (see attached).</p> <p><b>iii. Measure EE</b> The attached budget &amp; expenditure report for Measure EE was distributed and discussed. It was noted that:</p> <ul style="list-style-type: none"> <li>• Preliminary project estimates have been done by Balfour-Beatty and Cummings (Gensler). These will be updated as the design process progresses.</li> <li>• Construction is the greatest estimated cost but the projection is likely to change as we are a year out from firm numbers.</li> <li>• Some soft costs are known, whereas others just a percentage.</li> <li>• \$38.7million is the anticipated bond sales amount (which is less cost of issuance).</li> <li>• To meet budget, identified “rip cord” item(s) could be removed.</li> <li>• Once designs approved, value engineering can be started for the project. (DSA may influence designs).</li> </ul> <p><b>4.0 Agenda Item - Set or confirm future BOC meeting(s).</b></p> <p><b>i. Measure C - see ii. Measure EE</b></p> <p><b>ii. Measure EE -</b> The Measure C and EE BOCs had previously set future meetings to be held jointly on Thursday, January 11, 2018 and Thursday, February 15, 2018. It was discussed that two meetings this close together would not be needed given the expected low activity levels and expenditures for both Measure C and Measure EE projects. It was decided to hold one meeting on February 1, 2018 in order to get input on the preparation of the semi-annual Board report. The January 11<sup>th</sup> and February 15<sup>th</sup> meetings were cancelled.</p> <p><b>MOTION</b> to cancel previously scheduled BOC meetings for 1/11/18 and 2/15/18, and to approve the next Joint BOC meeting be held on 2/1/18 in order to present and receive BOC approval of the semi-annual reports so that these reports are ready to present for Board approval on 2/28/18.</p> <p><b>MOTION</b> to approve: Larry Kleinberg (tbc)</p> <p><b>SECOND:</b> John Bushman</p> <p><b>AYES:</b> 12</p> <p><b>NOES:</b> 0</p> <p><b>ABSENT:</b> 3</p> <p><b>ABSTENTIONS:</b> 0</p>
<p><b>Items for Future Mtgs</b></p>	<ol style="list-style-type: none"> <li>1. February 1<sup>st</sup> – rip cord and cost estimate update (EE – MC Athletic Complex)</li> <li>2. Responsibilities of bond oversight committee presentation</li> <li>3. Simpson &amp; Simpson – presentation on what they review in the audit.</li> <li>4. Chris Bremer (past BB BOC member) – Insights and what we should be looking for in terms of controls to make sure spending is panning out.</li> </ol>

	<ol style="list-style-type: none"><li>5. What a Lease-Leaseback (LLB) entails. Could be presentation by attorneys.</li><li>6. Project site-walk – Measure EE project (MC Athletic Complex)</li><li>7. Balfour-Beatty and/or Gensler budget update</li><li>8. Items requested by the BOC members</li></ol>
<b>Adjournment</b>	<p>A motion to adjourn was made by: MOTION – Steve Nicholson SECOND – Michael Kiely AYES: 12 NOES: 0 ABSENT: 3 ABSTENTIONS: 0</p> <p>The meeting was adjourned at 7:45 PM.</p>

DRAFT