



Putting  
Children  
First

# Bond Oversight Committee

Wednesday, November 4, 2020

5:30 to 7:00 p.m.

ZOOM Meeting

## Minutes

### **1.0 Welcome/Call to Order 5:35**

### **2.0 Public Comment – Individual public comment shall be no more than two minutes in length on each agenda or non-agenda item.**

*Terrence Gladney: On behalf of John Cabrillo Elementary stated that the principal of the school stated that she had not received any follow-up communication regarding the willow tree that was removed. On behalf of the principal, students, the staff, and the families, Mr. Gladney would like to know what the plan is for the space for when the students return. Mr. Gladney and the principal believed that it was in the contract with the contractor to not harm the tree and he believes that the contract has been paid in full but that the work is not complete. Staff will follow-up.*

### **3.0 Call to Order/Members Present/Absent**

*Michael Watanabe, Terrence Gladney, Brian Hill, Terra Bennett Brown,*

*Colleen Megowan-Romanowicz, Jim Price*

**Absent:** *Lesley Taylor*

**Staff Present:** *Rose F. Ramos, Nathaniel Browning, Elena Hankard, Crystal Hoff, Anthony Lea*

### **4.0 Approval of Agenda/Discussion of Tonight's Meeting**

*Motion by: Colleen Megowan-Romanowicz*

*Second by: Terra Bennet Brown*

*The agenda was approved as presented.*

### **5.0 Approval of Minutes**

*February 5, 2020 – Regular Meeting*

*Motion by: Brian Hill*

*Second by: Colleen Megowan-Romanowicz*

*The minutes were approved as presented.*

*It was requested that staff send the meeting minutes to the committee within a few weeks after each meeting. Noted.*

## **6.0 DS & C District's Bond Financial Advisor**

- **About the firm**
- **CBOC training available**

*SCUSDs Chief Business Officer, Rose F. Ramos introduced Dale Scott and Nicole Roberts of DS & C, the District's bond financial advisors, to the committee. In the last school year, the District issued an RFQ for these services. The District's current contract with the previous firm had expired. There were approximately half a dozen submittals. All proposals went through a process and a committee. DS & C came was deemed the best choice. Mr. Scott's firm is also the current advisor to the Los Rios Community College and several other school districts.*

*DS & C has over 30 years of experience primarily in the development, as a financial advisor, of general obligation bonds and other types of financings. Part of this work is the running of and working on bond campaigns.*

*In 2001 with Prop 39, the oversight committees were created.*

*DS & C will assist the District. One of the tasks at hand is bond education for the CBOC. Oversight committees tend to know a lot about construction, projects, etc. but not the technical part of bonds, regulations, etc.*

*There are four main components to the bond process:*

- *Project lists*
- *Bond sizing/election process*
- *Bon issuance*
- *Spending of funds & oversight*

*DS & C is available to assist/meet with the BOC for a bond tutorial.*

*Brian Hill: How does DS & C guide a district as to staying away from capital appreciation bonds? What do the laws tell districts they can do? How does the firm advise?*

*Answer: There is a lot of environment (SEC, Municipal Securities Rulemaking Board, CDIAC on the State side, State Attorney General's Office). There are a host of both national and state regulations. Yet, there is not a lot of guidance of what can or cannot be done.*

*Terrence Gladney: The committee is interested in participating in a DS & C tutorial.*

*Terrence Gladney: The committee is frustrated with the District not expanding their role as a BOC and would be interested in Mr. Scott's knowledge about other districts' practices.*

*Dale Scott: If BOCs work well with districts, they become a partner and can represent to the community. Understanding more comes from education.*

*Terra Bennet Brown: Has DS & C walked districts through recessions? Is the planning process different?*

*Answer: We work very closely with county offices. We usually have an accurate pulse on what is going on in each county.*

*Terra Bennet Brown: Is contingency planning part of the master plan process?*

*Answer: Yes. It will be included. The Facilities Master Plan does include this whole component on financing or resources and how we're going to achieve this to pursue and implement the plan. This is all dependent upon issuing the bonds in a favorable market. This is why the District works very closely with its financial advisors.*

#### **7.0 Measures Q and R Bond Oversight Committee Recruitment Update**

*Staff has been working on membership recruitment efforts for the Measure Q and R BOC. Staff is reaching out to SCUSDs Board of Education for recruitment involvement. The SCUSD website has a new application online. Needed at this time are the following:*

- ***One (1) member active in a senior citizens' organization***
- ***One (1) member of the community at large***

*Staff reached out to SCUSDs Chief Communications Officer regarding assisting the BOC to create a video of what the Measure Q and R BOC tasks are. Committee members are welcome to share their ideas and are to send their suggestions/plan via email to Elena Hankard.*

*Staff will share the link to the SCUSD BOC information page and the application with committee to help with recruitment efforts.*

<https://www.scusd.edu/bond-oversight-committee-boc>

#### **8.0 Measures Q and R Bond Fund Update/Projects/Staff Update**

*Staff presented to the committee total expenditures since inception for Measures Q and R as of September 30, 2020.*

*Staff presented to the committee updates of SCUSDs major Measure Q and R projects, budgets and expenses to date and planned completion dates.*

- *Central Kitchen*
- *JFKHS – Music wing and Admin areas*
- *LBHS – Science wing and Admin areas and synthetic football field replacement*
- *David Lubin ES and Pony Express ES - asphalt and drainage repair due to age*
- *Will C. Wood MS and Abe Lincoln ES – upgrade irrigation and improvement of playfields*

*Prop 39 projects paused due to COVID and recent California wildfires: JFKHS and Sacramento Charter High.*

*Future Core Academic projects:*

*LBHS Phase II will begin spring of 2021*

*Albert Einstein initial planning will begin spring of 2021*

*Sacramento Charter HS early discussion began fall of 2020*

*And additional modernizations.*

*All reports presented will be posted on the SCUSD website.*

*Terrence Gladney: Would like to see signage posted at the sites listing the scope of the work being completed. Noted.*

*Terrence Gladney: Would like to see a matrix created as to what the inclusion process looks like with SCUSDs projects and timelines and how needs can be communicated. Noted.*

*Michael Watanabe: Some districts have a website page just for project listings, descriptions, pictures, scope, etc.*

*Staff will explore creating a construction page on the SCUSD website for projects and regular project updates, specifically for major projects.*

*Terrence Gladney: Is there some inclusion or follow up or process that can be looked at once the projects are completed such as warranty periods and how the construction companies are held accountable?*

*Answer: A generic term would be the "project closeout." There is a list that staff goes through to be sure all warranties have been received. And that all punch list items have been covered. Michael Watanabe: There is also an escrow account for a 10% retention on the contracts. Until the punch list is resolved, the contractors do not get fully paid. (Staff confirmed that the retention amount is 5% not 10%).*

*Nathaniel Browning: Regarding the tree at John Cabrillo Elementary, there have been concerns about the health of the tree. He has reached out to the Principal and will be connecting with her shortly regarding the tree specifically.*

*Regarding the track at JFK, there is concern with the soil dropping within the area. This is leading to many of the issues that the District is seeing on the football field. Specifically on the track.*

*Staff is noticing a lot of sink age throughout the campus in different areas.*

*Terrance Gladney would like to see moving forward a more permanent plan at JFKHS. JFKHS is located right on the water table. What can be included in the scope so that the work does not have to be re-done?*

*Terrence Gladney: With regards to Cabrillo, initially there was to be laid some wire mesh. At some point this plan was abandoned because of an insurance issue. This was not communicated to the Principal until later. The plant manager has stated that there were several items left undone from the punch list. Mr. Gladney believes that the contractor has abandoned the site.*

*Staff was aware of the unfinished items at Cabrillo. The contractor has not abandoned the site and has completed the items. Staff is not aware of any additional unfinished items that the plant manager speaks of. Staff will follow up with the contractor.*

*Mr. Gladney stated that the willow tree was healthy prior to the work beginning at Cabrillo and that after the field was completed, the tree was dying so it had to be removed for safety reasons.*

*Staff reported that the tree had issues prior to the work beginning at Cabrillo. Staff will follow up to acquire more information and will also follow up with the Principal.*

*Mr. Gladney stated he was unaware that there were preexisting issues with the tree and asked why the District was not more proactive with protecting the health and safety of the children on the campus.*

Staff hears from the committee that communication from the Facilities Department regarding all projects could be better.

Mr. Gladney believes that there is a history of mistrust across the District between different stakeholders. To get past this would mean complete transparency.

Mr. Gladney stated he has a problem with the fact that if the tree had pre-existing issues that were not remediated or the tree was only removed after construction was completed. And does not understand why the District would not have removed the tree during the replacement of the fields so as to be able to address that part of the field during the construction process.

Terra Bennet Brown suggested an exit survey with an open ended question regarding all stakeholders' experience with the project contractors for projects above a certain threshold amount. Noted.

### **9.0 Facilities Master Plan Update**

Amna Javed, GIS/Facilities Manager presented an update on the Facilities Master Plan.

- Spring 2019: RFP issued
- Summer 2019 DLR Group selected
- Summer-Fall 2019 DLR Group conducted district-wide Facilities Condition Assessment (FCA)
- Fall 2019 determined over \$3.5billion needed
- Fall-Winter 2019 District pursued a bond measure in March 2020
- Winter 2020 District and DLR Group started working on Educational Specifications of the FMP
- Spring 2020 Measure H passed by over 62% \$750m
- Fall 2020 Continuing with Ed Spec interviews and the creation of a Core Planning Group

Composition and size of Core Planning Group: Approximately 50 to 60 participants/parents, community members, staff from not only facilities and Business departments but also from our educators, administrators and students – high school students (10<sup>th</sup> and 11<sup>th</sup> graders) CBOC. Recruitment will begin accordingly and input from our site administrators, CBOC and labor partners and local business partners is welcome.

Mr. Gladney would like membership of younger students included. Noted.

### **10.0 Questions/Statements to the Board from the Bond Oversight Committee**

N/A

### **11.0 Future Business-Next Meeting Dates/Locations**

February 3, 2021

May 5, 2021

August 4, 2021

November 3, 2021

**Adjourn: 7:00pm.**

Motion by: Jim Price

Second by: : Colleen Megowan-Romanowicz