

**Oceanside Unified School District
Proposition H Citizens' Bond Oversight Committee
Regular Meeting
February 7, 2019 – Minutes**

1. Call to Order

Chair Tracey Alexander called the meeting to order at 5:01pm.

2. Roll Call

The following persons were present:

Committee Members:

Tracey Alexander, Chair

Kim Cino, Vice Chair

Larry Barry

Perry Alvarez

Sherry Freeman de Leyva

Steve Jepsen

Tom Fant

District Staff:

Dr. Shannon Soto, Associate Superintendent, Business Services

Steven Monsanto, Director of Maintenance & Facilities

Bob Nicholson, Eric Hall & Associates

Dave Olson, PFM

John Palmer, Orrick

Kathy Martinet, Accountant

Colette Leyva, Executive Assistant

Charlie Anderson was absent.

3. Pledge of Allegiance

Tracey Alexander led the pledge of allegiance.

4. Approval of Agenda

Motion was made, seconded, and carried to approve the agenda.

5. Approval of Minutes

Motion was made, seconded, and carried to approve the minutes from the June 14, 2018, meeting.

6. Communication

a. Introduction of Guests and New Members

- Sherry Freeman de Leyva, new member to CBOC, has 31 years of experience in Oceanside as a teacher, principal, grant writer, and coordinator. She is happy to be part of this committee and bring a different perspective.

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- Dr. Shannon Soto introduced the new Bond Program Management Firm, CCM/MAAS. They specialize in construction and financial management, design, and program management. They are excited to be part of the OUSD family, to do a good job for students, and make Prop H visions a reality for the community.

b. Public Comment

There was no public comment.

c. Chairperson Report

There was no Chairperson Report.

d. Spokesperson Report

There was no Spokesperson Report.

7. Discussion/Information/Action Items

a. 2017-18 Bond Audit Report from Christy White Associates

Ashley Kalieta from Christy White Associates presented the 2017-18 Bond Audit Report. They tested \$2.4 million in expenditures with no issues. They also did a performance test at the OHS PAC, and tested for bids and change orders. There were 18 change orders. There were no findings in the audit. All CBOC members received a copy of the audit and a copy will also be posted on the website.

b. Prop H Bond Update – Next Steps

Dave Olson gave an overview of General Obligation Bonds and how they work. John Palmer from Orrick was also present and provides legal advice for bond sales. In order to release the remaining \$65 million in bond funds, resolutions must be Board approved. The resolutions for Series E Bond will go to the March 12 Board meeting with a recommendation to release \$25 million. Dave recommends having only a portion of the funds released at this time to get design started. Dave is confident that all \$65 million will be received within 5 years. All CBOC members received a copy of the presentation and a copy will also be posted on the website.

c. From 700 – Statement of Economic Interests

Colette Leyva explained the purpose of the Form 700 for the County. All members received a packet with the form and instructions. The completed form is due to Colette by March 1, 2019, for submission.

8. Staff Report

a. Project Updates

i. Facilities Workshop Information

Dr. Shannon Soto gave information about the Facilities Workshop. Funds from Asset Management would go into the Facilities fund, not Bond. There are previous Board commitments in regards to upgrading facilities. A Facilities Workshop was presented in October to the previous Board as information only. The Facilities Workshop was presented again in January to the new Board for direction and confirmation of previous commitments. Garrison is in declining enrollment with a projected enrollment of 311 for

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next year (current enrollment as of 2/4/19 is 390). Jefferson is also in declining enrollment with a projected enrollment of 520 (current enrollment as of 2/4/19 is 521). There is an idea to flip the Jefferson entrance to be off of Canyon Dr. CCM/MAAS will be bringing options for both sites.

ii. Softball Field Upgrades at El Camino

Bob Nichols gave an updated of the project progress. Five contractors participated in a job walk of the site on 2/6/19. The Board will award the contract on April 16. This will be a summer project.

b. Budget and Expenditure Report

Kathy Martinet presented the Budget and Expenditure Report. There was \$144,000 expensed on the playgrounds. \$26,000 has been expensed on the softball fields. This is preliminary project and architect requirements. The DSA Notice of Completion for the OHS PAC was submitted. The last payment of \$20,000 was made. The auditor did the site visit (lighting, lift, acoustics). All payments were made in 2017-18 fiscal year. There is a Facility Use account for the funds received for rental of the theaters, stadiums, and facilities. These funds are typically used for the turf replacement at both high schools. Steve Jepsen asked about the funding for staff time on specific projects. Kathy Martinet explained that a portion of her salary is charged to the general bond account and the cost is allocated each year.

9. Adjournment

The next meeting is Thursday, June 6, 2019, at 5:00pm. The meeting adjourned at 6:48pm.

Additional notes:

Larry Barry noted that Kim Cino did a good job in the annual presentation to the Board.

Dr. Shannon Soto talked about Asset Management. There are currently five properties up for consideration: Ditmar, Ocean Shores, Pacifica, DO North, and DO South. No action was taken by the Board at the Asset Management Workshop on February 6. The Board gave direction to bring back information for the formation of the 7-11 Advisory Committee. This committee will make recommendations for the properties and will be facilitated by Kelley Owens of F3.