



## **MEASURE S PLANNING COMMITTEE MEETING MINUTES**

DATE: Monday, April 8, 2019  
TIME: 3:30 p.m. – 5:00 p.m.  
PLACE: Oak View High School (Room #104)  
CALL-IN: Phone (213) 379-5179,  
Access code: 26939261

**Subcommittee Members Present April 8, 2019:** Tony Knight, Martin Klauss, Keith Henderson, Maggie Rojas, Leon Cavallo, Ellen Chevalier, Dennis Kuykendall, Sophia Limon, Jay Greenlinger, Brendan Callahan, Roel Krabbendam, John Dale, Stacy La Frenz, Kim Gregorchuk, Eric Warren, Enoch Kwok, Suzie Nicks, Denise Helfstein, Tina Wang, Miguel Tabares, Virginia Standring.

- I. CALL TO ORDER**
- II. ROLL CALL/INTRODUCTIONS**
- III. APPROVAL OF APRIL 8, 2019 AGENDA-Approved**
- IV. APPROVAL OF MARCH 4, 2019 MEETING MINUTES-Approved**
- V. INFORMATIONAL ITEMS**
  - A. Standing Items**
    - 1) Accountability Project Status Report
- VI. FACILITIES - DISCUSSION & ACTION ITEMS**
  - A. Matching Funds and Master Plan**
    - 1) Update Measure S Master Plan & Modernization Funding
      - a) The Committee was provided three Master Plan update scenarios for consideration which take into consideration the deferral of matching funds. All scenario worksheets are provided with specific footnotes explaining considerations and notes related to that scenario. Those cells shaded green in the April 2019 column were estimates that had been value engineered.
        - Scenario #1 - Maintenance and Repair Only without a BAN.
        - Scenario #2 - Construction without a BAN.

- Scenario #3 – Construction with a BAN. If Scenario #3 is approved the BAN revenue would be received before the end of 2019 and there is an expense to repay the BAN that would be due in 2023.
- Scenario #2 & #3: The precedence of the construction projects is in descending order of eligible matching funds; matching funds are contingent upon removing existing modular buildings and the project must be completed/built before reimbursement from the state arrives.

b) Constants in all three scenarios:

- Brookside Certification of the Administration Building.
- Certification of Modular Buildings at the Oak Park Neighborhood School.
- Certification of Rancho Simi Portable at Oak Hills ES, Medea Creek MS, and Red Oak ES.
- Generator Installation at the District Office. (Budget is for District's expense should FEMA provide grant/75% of purchase cost).
- Photovoltaic Solar Panel Maintenance.
- Club Oak Park – Furniture and Lighting. Brianna was not in favor of Club Oak Park receiving Measure S funding. Tony K. noted that the expense is needed as the Club is not generating revenue at this point, but it is possible for the Club to reimburse Measure – S or the General Fund when they do generate revenue. Martin noted the classroom units are now District property and require DSA compliance and approval for any current and future use by the District.
- Collaborative Furniture-Proposed for next five years to ensure that the classrooms include the furniture to meet the curriculum needs. Yearly budget reduced from \$200k/yr (Scenarios #1 & 2) to \$100k/yr in scenario #3.
- Technology Updated Plan (see notes below)
- Measure S-Program Salaries, Architectural Planning & CM Services (adjusted for work flow needs per scenario) and program equipment and supplies.
- Piper Jaffrey doesn't not believe that the issuance of Series "C" can be moved. Series "C" will be issued in 2023 for a planned \$15 mil.

c) Master Plan Update Project Schedule

- DSA requires that the soils report for the modular building projects at BES and MCMS as the California Geological Survey (CGS) prior to resubmitting the projects to DSA. CGS is noting a 12-week lead-time to review the reports. Anticipate DSA approval late summer.
- Plans for the ROES and OHES projects will be completed and are anticipated to be reviewed by DSA before the end of 2019.

d) Master Plan Update Clarifications and Concerns:

- The IRS requires that 85% of the bond be committed with 3 years of the approval.
- The MCMS Kitchen & the BES Administration building are not eligible to receive matching funds.
- Virginia S. noted that the BES Modular Buildings are approaching 20-24 years old so repairs of the buildings will be needed if they are not replaced.
- Virginia S. noted that there has been an increase in BES classroom needs that may require the use of current Club Oak Park buildings.
- Brianna A. requested to get samples of the Natural Pod furniture options that are available for selection in this year's furniture refresh.
- Denise H. asked if there was any value set aside to cover costs for emergency or unforeseen facility expenditures. Martin K. stated that the Master Plan will be reevaluated after each bid and that the BES Classroom project which has been pushed out in later years and if necessary funds projected for the project could be considered as a contingency value to cover any emergency or unforeseen issues.

e) Consensus to Proceed with a Scenario Presented:

- The Measure S Committee concurred that scenario #3 should be considered for approval by the Board of Education at its April 11<sup>th</sup>, 2019 special work session.
- Denise H. requested that information regarding the terms of the Bond Acquisition Note and the potential risks associated be provided for the Board's review at its April 11<sup>th</sup> work session. The Committee requests to be copied on that information. Martin K. agreed to do so unless there

are restrictions preventing him to do so.

- Committee requests that the plan moving forward is appraised yearly.
- Brianna A. requested that School Watch be updated of all future projects, so parents and the Oak Park community are aware of status of projects.

## 2) Update Measure S Technology Plans

### a) Chromebook Lease to Own (LTO) Participation Rate Program Power point presented.

- Full expansion program this year includes implantation to grades 5, 10 & 11 (540 Chromebooks). (Grade 6 implemented last year) and a refresh of 1600 Chromebooks at a cost of \$1,070,000.
- The proposed update to the technology plan, typical for all scenarios, includes the General Fund paying \$400k of the total \$1,070,000 program cost in 2019/2020 for the Chromebook LTO full expansion rollout and \$400k for the Chromebook refresh for years 20/21 thru 23/24.
- The parent purchase revenue is estimated at 75% of students in Grades 5 & 6, and 40% of students in Grades 9, 10 & 11. The Measure-S parent purchase revenue in FY 19/20, shown in all Master Plan scenarios, is based upon the expense to Measure S. In 20/21 and forward the General Fund will be reimbursed by the parent purchases for the ongoing refresh program.

### b) Technology Master Plan Update

- Provided & reviewed updated Measure S 5-year technology plan. It was clarified that the technology plan presented includes only the Measure S expenses not the General Fund expenses noted above.

## **VII. TECHNOLOGY - DISCUSSION & ACTION ITEMS**

## **VIII. NEXT STEPS/FUTURE AGENDA TOPICS**

Committee members are invited to suggest topics or issues for consideration, discussion, and/or action at future meetings.

## **IX. NEXT MEETINGS: Monday, May 6<sup>th</sup>, 2019**

## **X. ADJOURNMENT: 5:30pm**