

MEETING MINUTES
MEASURE U CITIZENS' OVERSIGHT COMMITTEE
SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 1
TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT
Regular Meeting No. 4
Wednesday, November 30, 2016 (5:00 PM)

MEASURE U CITIZENS' OVERSIGHT COMMITTEE (COC) MEMBERS PRESENT:

Patricia Gibbons-Johnson
Matt Hippler, Co-Chair
Karen Mazur
Mary Brown

MEMBERS ABSENT:

Glennis Jones

ALSO IN ATTENDANCE:

Todd Rivera, Executive Director of Business Services; Mark Button, Director of Facilities; Thomas Kleffman, Bond Program Fiscal Contract Analyst; Amy Sanders, Administrative Bond Secretary; Gail Stevens, guest interested in possibly becoming a Measure U COC member.

1.0 Call to Order

Matt Hippler, Measure U COC Co-Chair, called the meeting to order at 5:33 p.m.

2.0 Public Comment

No public comment

3.0 Approve Minutes from April 5, 2016 Meeting

The Measure U COC Members approved the minutes from April 5, 2016. Motion by Patricia Gibbons-Johnson to approve; motion to second by Karen Mazur. All were in favor; none opposed.

4.0 Measure U Project Overview Updates

Mark Button, TTUSD Director of Facilities, presented the progress of the projects for Measure U, and answered related questions.

Completed projects: Alder Creek Middle School parking lot reconfiguration, furniture, technology, and security upgrades; Glenshire Elementary School modernization; SELS parking lot structure reconfiguration and air conditioning added to modulars; Truckee High School Track and Field, Restroom Building, and East/West Field upgrades; Donner Trail Elementary School paint and gymnasium upgrades. The new Maintenance & Operations Warehouse building is currently under construction and will be completed early March 2017.

Upcoming projects: Phase 2 of the Truckee High School Modernization project will start in May 2017, with an estimated completion date of December 2019. The pool building will be done this winter with the space temporarily used to house Channel 6. Funding for the pool building will be provided in part through interim housing and in part by Measure U. This project also includes the demolition of the old warehouse, loader barn, and old District Office. Construction on the Donner Trail Elementary School Modernization project is scheduled to start June 2017, and complete October 2018. Truckee Elementary School Modernization project is roughly scheduled to begin Spring 2018, with the design process currently underway.

With the work done to date and the budgeting in dealing with change orders, the District has learned a lot from the process that can help the bidding process going forward. The biggest impact has been competitiveness and escalation. Prices came in higher than estimates. With the help of Construction Managers (CMs), bidding will occur earlier, and we expect to have a greater pool of contractors interested in our projects.

5.0 Measure U Project Financial Updates

Tom Kleffman, Bond Program Fiscal Contract Analyst, reported the project expenditures, and answered related questions. The next bond issuance will be in December for \$54 million, as assessed values are higher than what was originally anticipated. This should take us through the next few years until our final issuance is needed. The District has been able to knock about five years off of the total debt service for the bond programs, which means that the taxpayers will finish paying off these bonds about five years earlier than what was anticipated.

Have there been any big surprises that have come up along the way? The main budget adjustments have been made for architectural fees as designs and scope of work have changed, and additional services are needed. As projects progress, money is moved out of contingencies and into the construction budget for any soft costs that are over budget. For unforeseen costs and added scope that arise, program reserves are used. Measure U program reserves were used for additional furniture purchased for Glenshire Elementary and Alder Creek Middle School that were not specified in the original budgets.

The Truckee High School Track & Field project came in under budget. The remaining balance will loop back into program reserves, to build a new concession stand for the track and baseball field. Matt Hippler asked Tom Kleffman to explain how the budget was adjusted for the Truckee High School Track & Field project. Tom stated that this was a quick-start project that didn't have any funding initially, so funds were pulled from Truckee High School, the new Maintenance & Operations Warehouse construction budget, and from reserves and escalation. It was originally part of the scope of the Truckee High School project, but then became a project of its own.

Matt Hippler asked if there is anything we've identified that could be helpful with the efficiency of the budget. Mark Button explained that we are working with the construction managers and architects on strategies to consolidate schedules. It is a way to get money into schools and out of general conditions and escalation. We're getting estimates for materials needed on site and then re-evaluating them if they come out over budget.

6.0 Measure U Proposition 39 Performance Audit

As required by Proposition 39, a Measure U general obligation bonds performance audit was recently done by Crowe Horvath to ensure that bond dollars are being spent appropriately. Everything was in compliance; expenditures that were reviewed were within the law and complied within Measure U laws and what was promised to voters. Crowe Horvath had no findings or recommendations with regard to the audit. The Board reviewed and accepted the audit at the last board meeting. The Measure U COC is not required to approve the audit, only review it.

7.0 Annual Report to the Board

This is required annually of the Citizens' Oversight Committee. Typically, the Chairperson gives this report to the board. Since the Measure U COC does not currently have a Chairperson, Tom Kleffman will start working on the annual report for this year.

8.0 Seeking New Members

The Measure U COC is still short two members, and is accepting applications for: (1) someone who is a member of the community at-large, and (2) someone who is a representative or a member of a taxpayers association. Karen Mazur suggested reaching out to school site councils, as many of the participants are parents that might be interested in joining the Committee.

9.0 Other Items

The next Measure U COC meeting is proposed for late January/early February 2017, just prior to Ski/Skate Week, which begins on February 20th. Members indicated that if they are not able to physically attend a meeting, they would like the option to join via conference call.

10.0 Adjourn

Matthew Hippler, Measure U Citizens' Oversight Committee Co-Chair, adjourned the meeting at 6:50 p.m.

Todd Rivera
Executive Director of Business Services
Tahoe Truckee Unified School District

Matthew Hippler
Measure U Citizens' Oversight Committee Co-Chair
SFID No. 1
