

**MEETING MINUTES
MEASURE U CITIZENS' OVERSIGHT COMMITTEE
SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 1
TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT**

**Regular Meeting No. 8
Thursday, January 11, 2018 – TTUSD District Office**

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

Matt Hippler, Co-Chair

Gail Stephens

Karen Mazur

Patricia Gibbons-Johnson

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

Glennis Jones

Mary Brown

ALSO IN ATTENDANCE:

Todd Rivera, Executive Director of Business Services; Jorge Rojas, Director of Facilities, Maintenance & Operations; Thomas Kleffman, Bond Program Fiscal Contract Analyst; Amy Sanders, Administrative Bond Secretary.

1.0 Call to Order

Matt Hippler, Measure U COC Co-Chair, called the meeting to order at 5:00 p.m. Todd Rivera introduced Jorge Rojas as the new Director of Facilities, Maintenance & Operations.

2.0 Public Comment

No public comment.

3.0 Approve Minutes from September 7, 2017 Meeting

Motion was made by Karen Mazur to approve the minutes from the September 7, 2017 meeting. Motion was seconded by Patricia Gibbons-Johnson. All members present were in favor; none opposed. Motion carried.

4.0 Measure U Project Overview Updates

Jorge Rojas, Director of Facilities, Maintenance & Operations, presented the progress of the Measure U projects. He gave an overview of current projects, upcoming projects, and projects completed last year.

Truckee High School Increment 1 construction will be completed in August 2018. Increment 2 construction will begin August 2018 and run through December 2019. It will include: new library, new administration area, girls' locker room renovation, modernization of the existing building. Mr. Rojas stated that some of the areas at the high school may not undergo a complete modernization, if we do not have enough money for this. Karen Mazur asked, "What impact would it have on the teaching environment if we didn't do a section?" Mr. Rojas explained that we will update many of the finishes as planned, such as ceiling tiles, lighting, and paint. There will also be new furniture and upgraded technology equipment, so the learning environment will still be enhanced.

Several committee members inquired about the traffic flow issue at Truckee High School when exiting the site onto Donner Pass Road; this was initially discussed in the September 2017 meeting. Todd Rivera said that we got a proposal for adding a left turn lane at that exit point. He also stated that circulation will change once the high school construction is complete. Matt Hippler asked if any of the roundabouts planned by the Town of Truckee for Donner Pass Road will impact this particular exit at Truckee High School. Mr. Rivera said that there is a roundabout planned for the intersection of Donner Pass Road and Northwoods Boulevard that would *not* affect that area, nor would any medians that are built. The District will be meeting with the Town of Truckee to discuss whether or not it is worth investing funds in an additional left turn exit lane at the high school.

In February 2018, the Truckee Elementary School Modernization project will go out to bid. We are looking to start construction in May 2018, and complete the project by the fall of 2020. In addition to upgrades to the existing building, this project will include: new classrooms, science lab, cafeteria, parking lot, play fields, and security system, expanded library and administration area, and upgraded mechanical and fire alarm systems.

The Donner Trail Elementary School Modernization project began in the summer of 2017. The new front entry and two additional classrooms are currently being constructed. We are hoping to complete this project by March 11, 2018.

5.0 Measure U Project Financial Updates

Tom Kleffman, Bond Program Fiscal Contract Analyst, reported the Measure U project expenditures. All numbers are as of December 31, 2017. Measure U total funding to date is up to \$118.4 million. Expenditures to date are \$41.5 million. Encumbrances have been reduced since the last meeting and are down to \$26.2 million. The budget balance available is \$54 million. This fiscal year, we are planning to allocate \$2.2 million in developer fees into the budget.

In November 2017, we had our last bond issuance, Series C, for \$40 million. It was planned for 2019, but because of market conditions and low interest rates, it made sense to move forward with it sooner rather than later. As a result of quicker issuance and low interest rates, we have lowered the overall payback to taxpayers.

The budgeted amount of interest earned on bond funds was \$1.1 million when the Facilities Implementation Plan (FIP) was initially developed. As of now, we have only \$112,000 remaining to meet that budgeted amount and we have a little over two years left in the bond program. Any interest earned on bond funds after that will go back into the Measure U projects.

6.0 Measure U Proposition 39 Performance Audit / 7.0 Measure U Financial Statements

Todd Rivera combined the discussion on these items. As a requirement of our general obligation bonds, we issued our bonds under a special provision called Proposition 39, which allowed us to gain voter approval with just 55% of the voters. With that came additional stipulations: (1) we are required to have a Citizens' Oversight Committee, and (2) we must have an annual performance audit of the bond funds and expenditures; this is done by an external auditor who reviews our expenses and makes sure we are in compliance with the law and with what we promised voters in our ballot language. Tom Kleffman worked with the auditors and said there

were no findings; the money is being used appropriately and as promised. These reports were approved by the Board of Education in November of 2017.

The *Measure U Financial Statements* report shows the revenues we received, our expenditures, and remaining balances. It includes our assets and liabilities, and what our bottom line fund balance is. The total revenues received last year were \$54.4 million and total expenditures were just under \$16.5 million, leaving a final Measure U fund balance of \$49.34 million.

The *Measure U Proposition 39 Performance Audit* report goes into detail of expenditures by school site and project type. The auditors defined their methodology and tested our expenditures using samples of our documents. They concluded that we are in compliance and the audit was clean.

8.0 Seeking One New Member

The Measure U Citizens' Oversight Committee is still short one (1) member, and is accepting applications for someone who is a representative or a member of a bona fide taxpayers' organization. Since we have not been able to fill this seat, Todd Rivera may open this up to another member-at-large. Gail Stephens knows someone who might be interested. This individual is a second homeowner and lives in Truckee about six to seven months out of the year. Does it matter where her primary residence is? Mr. Rivera will look into this. He will also look into the terms of service for the current Measure U COC members; each member can serve up to three terms on the committee.

9.0 Other Items

The COC is required to present an annual report to the Board of Education. Tom Kleffman distributed a draft of this report. Committee members can contact Mr. Kleffman individually with comments and/or changes, and he will then redistribute the document once it is finalized. Matt Hippler is available to present the Measure U COC Annual Report to the board on March 7th.

The next Measure U COC meeting will be held sometime between mid-April and mid-May. Amy Sanders will send out a Doodle poll to determine which day is best for everyone.

Jorge Rojas is working on community outreach with Kelli Twomey, Coordinator of Parent & Community Relations at the District, to let Truckee residents know what's going on at the school sites. Perhaps we can schedule a walk-through of Truckee High School for those interested? Members also suggested placing ads in the Sierra Sun and updating the local community page on Facebook to get the word out.

10.0 Adjourn

Matthew Hippler, Measure U Citizens' Oversight Committee Co-Chair, adjourned the meeting at 6:15 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