



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

Regular Meeting No. 13

Wednesday, January 29, 2020 – TTUSD District Office, Conference Room B

Measure U Citizens' Oversight Committee (COC) Members Present:

Matt Hippler (Chair), Mary Brown, Patricia Gibbons-Johnson, Glennis Jones, Karen Mazur, Gail Stephens

In Attendance from TTUSD:

Todd Rivera, Executive Director of Business Services; Amy Sanders, Administrative Secretary – Bond Projects

1.0 Call to Order

Matt Hippler, Measure U COC Chair, called the meeting to order at 5:04 p.m.

2.0 Public Comment

No public comment.

3.0 Approve Minutes from October 8, 2019 Meeting

On a motion by Mary Brown and a second by Patricia Gibbons-Johnson, the Measure U COC members unanimously approved the minutes from the Measure U COC meeting on October 8, 2019.

4.0 Measure U Project Overview Updates

Todd Rivera, Executive Director of Business Services, presented the progress of the Measure U projects. He gave an overview of current projects, upcoming projects, and those completed last year.

Increment 2 of the Truckee High School project, which includes the expansion of the administration area, addition of the new library, and modernization of the existing building, is underway.

Renovation of the girls' locker room will be starting in February during Ski-Skate Week. Renovation of the band room will be starting in May. The scheduled completion date for the Truckee High School project is November 2020.

At Truckee Elementary School, the new and improved library was finished over winter break. Inside the library is a lab that will be used for career technical education. New furniture was purchased for the entire space. Since all of the furniture is mobile, the design and layout of the library can be changed in the future if need be.

The new Truckee Elementary School cafeteria is currently under construction and is scheduled to be completed by the end of April. It will have a larger, more efficient kitchen where food preparation will be done for this site and possibly for other school sites as well. The estimated completion date for the entire Truckee Elementary School project is Summer of 2020.

At all of the sites in the District undergoing construction, wireless access points are being added, technology infrastructure is being upgraded, and servers and cabling are being added in order to increase internet speed and online services.

5.0 Measure U Project Financial Updates

Todd Rivera, Executive Director of Business Services, reported the Measure U project expenditures. All numbers are as of January 23, 2020.

Measure U total funding to date is up to \$125.7 million; this represents the amount of money we've moved into the program at this time. Expenditures to date are \$107 million. Encumbrances to date are \$32.1 million. The budget balance available is \$5.8 million.

Additional funding allocated to the Measure U projects has come from Certificates of Participation (COP) financing, developer fees, DROPS (Drought Response Outreach for Schools) funding, CTEIG (Career Technical Education Incentive Grant) funding, additional interest earned, and Facilities Implementation Plan (FIP) budgeted interest earnings. In 2020, all that is left to allocate to this program are some developer fees and COPs.

COP is non-voter approved debt that the District issued in order to get proceeds to fund the projects. It's an annual debt service of \$2.1 million and we have special provisions built into it where we can pay it off early as we receive state funding. It is being paid for by a few different facilities sources but primarily with developer fees. The COP we issued was \$40 million and is being split between Measures E and U.

The overall expenditures for Truckee High School are \$51.5 million. This is an increase of about \$9.5 million since the last time the Measure U COC met in October 2019. We are hoping that we'll have money left over when this project ends to put back into the pool for other projects.

The delivery method we used on Increment 1 of Truckee High School (West Wing) was not conducive to the market or the quality of the design documents. We took a risk changing delivery methods midway through the project, but it's worked out well with CORE Construction and the Lease-Leaseback delivery method. It has proved to be a good business decision.

We are at \$31.5 million in total expenditures for the Truckee Elementary School project, up approximately \$5.3 million since our last meeting. We still have about \$4.6 million encumbered, which is about how much work we still have to pay for on the project.

Recently, we converted the sidewalks in front of Truckee Elementary School into on-street parking as there was a need for this, so the District worked with the Town of Truckee on making the conversion. The cost of this conversion was incorporated into the project budget.

6.0 Measure U Proposition 39 Performance Audit & 7.0 Financial Statements

A requirement of Proposition 39 for our general obligation bond is to have an external auditor inspect our records and verify that we are spending the bond money as intended and as we promised voters. The *Performance Audit* shows the auditor’s methodology and samples they took to test our expenditures. They concluded that we are in compliance with the ballot language and what we promised voters, and the audit was clean.

The *Measure U Financial Statements* report shows the revenues we received, our expenditures, and remaining balances. Last year, our total assets were \$42,271,604 and our liabilities were \$2,951,834, leaving a final Measure U fund balance of \$39,319,770. Again, there were no findings and they concluded that the audit was clean.

8.0 Measure U COC Annual Report to the Board

As part of the requirements and bylaws of Proposition 39, the Citizens’ Oversight Committee is required to present an annual report to the Board of Education. Matthew Hippler is available to present the Measure U COC Annual Report at the March 4, 2020 board meeting. Todd Rivera will put the report together, and then send it to the Committee member for review and comments. Committee members can then contact Mr. Rivera individually with comments and/or changes. He will then redistribute the document once it is finalized.

9.0 Seeking One New Member

The District is still seeking one (1) Measure U Citizens’ Oversight Committee member who is active in a bona fide taxpayers’ organization and will continue advertising this seat until it is filled.

10.0 Other Items

The next meeting will most likely be held within the first two weeks of May. Amy Sanders will send out a Doodle Poll to determine which day works best for everyone. Todd Rivera would like to hold the next meeting in the new library at Truckee Elementary School.

11.0 Adjourn

Matthew Hippler, Measure U COC Chair, adjourned the meeting at 6:11 p.m.

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

Matthew Hippler
Measure U Citizens’ Oversight Committee Chair
SFID No. 1
