

MORGAN HILL UNIFIED SCHOOL DISTRICT

Citizens' Oversight Committee

Wednesday, March 8, 2017

10:00am

Paradise Valley Elementary School

1400 La Crosse Drive

Morgan Hill, CA

Design Lab

*** SI USTED DESEA DIRIGIRSE AL COMITÉ DE SUPERVISIÓN DE CIUDADANOS ***

Si usted desea dirigirse al Comité de Supervisión de Ciudadanos y necesita el servicio de traducción en español, por favor llame 48 horas con anticipación a la oficina de la asistente superintendente al (408-201-6052). Las reglas para dirigirse a la mesa directiva están disponibles en español en la recepción de la junta.

*** IF YOU WISH TO ADDRESS THE CITIZENS' OVERSIGHT COMMITTEE ***

Please submit a "Speaker's Request" card (which can be found near the entry to the meeting area) to the Assistant Superintendent's Secretary prior to the meeting being called to order. Upon recognition by the Chairperson, please come forward and identify yourself before speaking. In accordance with Government Code Section 54954.3(b), the Citizens' Oversight Committee reserves the right to limit speaking time to three (3) minutes or less per individual, and to limit the total time for public communication to no more than 20 minutes.

Non-Agenda Items may be addressed under "Public Comment and Communication"

Agenda Items may be addressed either under "Public Comment and Communication" or during the Regular Agenda. Public comment on agenda items occurs before staff presentation.

Special Accommodations In compliance with the Americans with Disabilities Act, if you need special assistance to access the meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Allison Murray at 408-201-6052. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the meeting.

Public Records related to the public session agenda that are distributed to the Citizens' Oversight Committee less than 72 hours before a regular meeting may be inspected by the public at 15600 Concord Circle during regular business hours (8am to 5pm, Monday through Friday).

Agenda

1. Call to order

a. Roll call

2. PUBLIC COMMENT AND COMMUNICATION

This opportunity is for communication regarding items not on the agenda. Members of the public may address the Committee regarding items on the agenda immediately prior to their being discussed by the Committee.

3. DISCUSSION / INFORMATION AND/OR ACTION

		Presenter		
A)	Approval of minutes from December 7, 2016 meeting: Motion: Ayes: Second: Noes:	<i>Brad Ledwith</i>	<i>Action</i>	<i>1 min</i>
B)	Introduction of New COC Member	<i>Casino Fajardo</i>	<i>Information</i>	<i>3 min</i>
C)	Expenditure Report	<i>Anessa Espinosa</i>	<i>Information</i>	<i>5 min</i>
D)	Measure G Projects Update	<i>Casino Fajardo</i>	<i>Information</i>	<i>10 min</i>
E)	Measure G Annual Update	<i>Casino Fajardo</i>	<i>Discussion</i>	<i>10 min</i>
F)	Tour Paradise Valley Campus	<i>Casino Fajardo</i>	<i>Information</i>	<i>20 min</i>

Estimated time for scheduled items: 49 minutes

4. SUGGESTED TOPICS FOR FUTURE COMMITTEE MEETINGS

5. ADJOURNMENT

Future Meeting Dates:

- June 14, 2017 - Sobrato
- September 6, 2017 - Jackson
- December 6, 2017 - Paradise

MORGAN HILL UNIFIED SCHOOL DISTRICT
15600 Concord Circle; Morgan Hill, CA 95037
Citizens' Oversight Committee Minutes

REGULAR MEETING OF December 7, 2016

Room 35

San Martin/Gwinn Elementary School

10:00am

13745 Llagas Avenue

San Martin, CA

I.	CALL TO ORDER
	Meeting called to order at 10:07am by Kirsten Perez Roll Call: Present: Roger Beaulieu, John Horner, Nancy Reynolds, Kristen Schoepe Absent: Brad Ledwith, Mike Rusch District Staff: Present: Kirsten Perez, Assistant Superintendent Business Services Casino Fajardo, Director Construction Anessa Espinosa, Director Facilities Guests: None
	PUBLIC COMMENT AND COMMUNICATION-
A)	Approval of minutes: <i>Approve minutes of regular COC meeting of September 7, 2016.</i> Motion: Roger Beaulieu Ayes: Roger Beaulieu, Nancy Reynolds, Kristen Schoepe Second: Nancy Reynolds Noes: None Abstain: John Horner
B)	<i>Introduction of New COC Member: Kirsten Perez, Assistant Superintendent Business Services, introduced new committee member Kristen Schoepe, who is a parent of students who currently attend Britton Middle School and Live Oak High School.</i>
C)	<i>Expenditure Report: Anessa Espinosa, Director Facilities, reported on Measure G expenditures up through November 30, 2016. John Horner was concerned about the fact that there is no air conditioning at the gym in CSMH. Anessa explained that gyms don't have air conditioning at the rest of the schools other than Sobrato, only the multi-use buildings have air conditioning. Casino Fajardo, Director Construction and Modernization, explained that the building has a cooling effect, but the District is looking into cooling systems. John asked if everything was completed for Series A that was scheduled. Anessa explained that technology came in at a lot less that will be taking the savings to the other projects.</i>
D)	<i>2015-16 Audit Report: Kirsten Perez, Assistant Superintendent Business Services, went over the 2012 Measure G Fund Annual Financial Report and Performance Audit for the year ending June 30, 2016. The Auditors found that everything was presented fairly (on page 2). The performance audit is completed to ensure the District complies with the ballot language. The report found that the District complied with the ballot language.</i>
E)	<i>Measure G Projects Update: Casino Fajardo, Director Construction and Modernization, went over the Measure G quarterly report that was taken to the Board of Education on October 4,</i>

	<i>2016. John Horner was concerned about the aging portables at Paradise Valley and Kirsten Perez, Assistant Superintendent Business Services, explained that the District is looking at an affordable way to replace them. Nancy Reynolds asked if there will be fencing at Britton around Monterey, and Casino explained that the building line will be the fence so there will be one way in and out with small amounts of fencing. Kristen Schoepe asked what will happen to the gym and Anessa Espinosa, Director Facilities, explained that the gym and locker rooms will remain the same. Roger wanted to know when we are breaking ground on new Britton and Casino explained that we are aiming for summer 2017.</i>
F)	<i>Agenda Online: Kirsten Perez, Assistant Superintendent Business Services, explained that we would like to move the agenda packets to be online and wanted to know if there would be an issue with going online. The committee agreed to move the packets to Agenda Online, which will begin for the March 2017 meeting.</i>
G)	<i>Determine Future Meeting Sites: March 8, 2017 – Paradise June 7, 2017 – Sobrato (may change due to last week of school) September 6, 2017 - Jackson December 6, 2017 - Paradise</i>
H)	<i>Tour San Martin/Gwinn Campus: Casino Fajardo, Director of Construction, lead the group on a tour of the Gen7 Buildings, library, new classroom, and administration building.</i>
II.	ADJOURNMENT The meeting was adjourned at 11:22am by Kirsten Perez.
	Future meeting topics: 1.

Future Meeting Dates:

- March 8, 2017 – Paradise
- June 7, 2017 - Sobrato
- September 6, 2017 - Jackson
- December 6, 2017 – Paradise

Series A Bond Expenditure Report

As of February 28, 2017

General

Cost of Issuance	255,000	Cost to issue the bonds
Aguilar Security	2,480	Security
Cumming	91,100	District wide assesment and cost estimate
Cumming	778,906	Series A Program Management
Kramer Project Development	13,016	Proj Mgmt Support Services
LPA	44,991	Architect-District Specifications
Orbach, Huff and Suarez	36,704	Legal
Procore Technologies	28,090	Annual Access
Reprographics	8,207	Blueprints
School Specialty	257,560	FF&E-Furniture
Taradigm	21,000	Computer Program
Vavrinek, Trine, Day & Co	12,000	Bond Audit
Personnel	847,962	Payroll/Benefits

Subtotal 2,397,015 General

Technology/Infrastructure

Subtotal 5,795,631 Technology/Infrastructure

Technology/Hardware

Subtotal 4,772,297 Technology Hardware

Staff and Student Technology

Subtotal 2,818,576 Staff and Student Technology

Britton New Campus

Alpha Land Surveys	11,300	Topographic Map
Bay Area Tree Specialists	6,250	Tree Removal
Cleary Consultants	38,900	Testing and Inspections
Daily Journal Corp	261	Bid Advertisement
Fehr and Peers	14,601	Transportation Planning and Engineering Services
HMC Corp	170,875	Plan Study for Reconstruct & Renovation
O'Connor Construction	16,960	Cost Estimating Services
SC County Clerk	53	CEQA
School Site Solutions	3,639	CEQA Consulting Services
Underwood & Rosenblum	11,800	Topographic/Underground Services

Subtotal 274,638 Britton New Campus

Nordstrom Masterplan

Alpha Land Surveys	15,000	Topographic Map
Fehr and Peers	17,415	Environmental Impact Report
McKim Design Group	16,681	Services

Subtotal 49,096 Nordstrom Masterplan

Nordstrom Multi Use Bldg

McKim Design Group	5,796	Architect Services
McKim Design Group	103	Reimbursables

Subtotal	5,899	Nordstrom Multi Use Bldg
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Paradise Valley Masterplan

Alpha Land Surveys	15,000	Topographic Map
Cleary Consultants	18,100	Special Testing and Inspections
McKim Design Group	10,595	Services

Subtotal	43,695	Paradise Valley Masterplan
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Paradise Valley Multi Use Bldg

Azdoc	3,673	Pre-reno Survey
McKim Design Group	10,366	Architect Services
McKim Design Group	42	Reimbursables
O'Connor Construction	4,620	Cost Estimating Services
SC County Clerk	53	CEQA
School Site Solutions	813	CEQA
Subdynamic Locating Services	371	Utility Survey

Subtotal	19,937	Paradise Valley Multi Use Bldg
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Paradise Valley Admin

Azdoc	3,673	Pre-reno Survey
Division of the State Architect	20,050	Project Fees
Green Business Certification	1,500	Green Certification of Building

Subtotal	25,223	Paradise Valley Admin
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Paradise Valley Classroom Addition

Division of the State Architect	22,150	Project Fees
Morgan Hill Engineering	3,220	Survey and Mapping

Subtotal	25,370	Paradise Valley Classroom Addition
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Charter School/Encinal MPR & Wastewater System

Subtotal	4,729,335	Charter School/Encinal MPR & Wastewater
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Gwinn Roof Replacement

Subtotal	135,700	Gwinn Roof Replacement
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Jackson, Paradise Valley & Nordstrom-Fire Alarm Upgrade

Subtotal	1,200,628	JNP-Fire Alarm Upgrade
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Jackson, Paradise Valley & Nordstrom-HVAC and Roof Replacement

Subtotal	5,343,780	JNP-HVAC/Roof Replacement
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LBJ Educational Center

Subtotal	7,252,241	LBJ Educational Center
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Los Paseos Roofing		
Subtotal	268,283	Los Paseos Roofing
Martin Murphy Fence		
Subtotal	35,580	Martin Murphy Fence
Martin Murphy Roof		
Subtotal	846,998	Martin Murphy Roof
PA Walsh Modernization		
Subtotal	2,629,542	PA Walsh Modernization
PA Walsh Multi Use Bldg Restrooms		
Subtotal	440,586	PA Walsh Multi Use Bldg Restrooms
PA Walsh Parking Lot		
Subtotal	698,278	PA Walsh Parking Lot
San Martin/Gwinn Admin Mod		
Subtotal	1,909,626	SMG Admin Mod
San Martin/Gwinn Environmental Courtyard & Lunch Shelter		
Subtotal	876,036	SMG Environmental Courtyard & Lunch Shelter
San Martin/Gwinn Modernization		
Subtotal	1,933,185	SMG Modernization
San Martin/Gwinn Parking Lot and Drop Off		
Subtotal	996,093	SMG Parking Lot and Drop Off
Total as of February 28, 2017	45,523,270	82%

Revenue		
Proceeds from Bond Sales	55,000,000	
Interest	581,402	
Cost of 2012 A COI	17,968	
Total Revenue	55,599,370	



2012 Measure G Bond Citizens' Oversight Committee 2015-2016 Annual Report

CITIZENS OVERSIGHT COMMITTEE

Brad Ledwith
Chair

Cristy Gieg
Vice Chair

Roger Beaulieu
Albert Beltran, Jr.

John Horner
Nancy Reynolds
Kristen Schoepe

MHUSD BOARD OF TRUSTEES

Donna Ruebusch
President

Tom Arnett
Vice President

Gino Borgioli
David Gerard

Teresa Murillo
Mary Patterson
Ron Woolf

DISTRICT ADMINISTRATORS

Steve Betando
Superintendent

Kirsten Perez
Asst. Supt. Business Services

Casino Fajardo
*Director of Construction and
Modernization*

Anessa Espinosa
Director of Facilities

Jackie Schaefer
Construction Project Planner

15600 Concord Circle
Morgan Hill, CA 95037
408.201.6000
www.mhusd.org

Letter from Citizens' Oversight Committee Chair

March 21, 2017

To: The Board of Trustees and Citizens of the Morgan Hill Unified School District

The Citizens' Oversight Committee (Committee) is pleased to forward its third annual report on the \$198 million 2012 Measure G Bond Program. This report covers the 2015-2016 fiscal year. The principal duties of the Committee are to:

- Ensure that Bond proceeds are expended for the purposes described in the Bond ballot language
- Report the program's progress to the public
- Provide an annual report and compliance statement

We are pleased to report continued progress on implementation and funding of Measure G improvements to our schools. Since our last report to the community, we have completed the San Martin/Gwinn Elementary School administration building and successfully installed two Gen7 modulars on the upper grade campus. In addition, planning stages for the new Britton campus as well as multi-purpose rooms for Jackson, Nordstrom, and Paradise Valley have continue to make progress.

Vavrinek, Trine, Day & Co., LLP completed the annual audit of Bond expenditures. The audit report disclosed no instance of non-compliance with the terms of Proposition 39 or the terms of the Bond measure as approved by the District voters.

The Committee met throughout the year, rotating to different sites:

- March 9, 2016 - Britton
- June 8, 2016 - Encinal Site
- September 7, 2016 - Live Oak
- December 9, 2016 - San Martin/Gwinn

The Committee wishes to thank the MHUSD staff – Kirsten Perez, Assistant Superintendent of Business Services, Anessa Espinosa, Director of Facilities, Casino Fajardo, Director of Construction and Modernization, and Allison Murray, Administrative Assistant – who have assisted us with ongoing support for the activities of the committee.

The Committee, relying on this audit report, is pleased to report that to the best of its knowledge the Morgan Hill Unified School District is in full compliance with its responsibilities as described in Article XIII A, Section 1(b)(3) of the California State Constitution.

Respectfully,

Brad Ledwith
*Chair
Citizens' Oversight Committee*

MORGAN HILL UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE 2015-2016 ANNUAL REPORT

About the Measure G Bond Program

On November 6, 2012, voters in the Morgan Hill Unified School District passed Measure G, a \$198 Million school bond to finance technology upgrades, construct and renovate classrooms and science labs, replace aging infrastructure, and implement other facilities improvements.

Independent Audit

Under the provisions of the California Constitution as amended by Prop 39, the 2012 Measure G Bond Program must undergo an annual audit by an independent auditing firm. The District utilized the certified public accountant firm of Vavrinek, Trine, Day & Co., LLP (VTD) to perform the required financial and performance audits for the fiscal year ending June 30, 2016. The report was approved by the District's Board of Trustees at their regular meeting held on January 17, 2017. The audit report is available on the Committee's website <http://mhusd.org/measure-g/annual-financial-report/>.

Citizens' Oversight Committee

Under the provisions of the California Constitution as amended by Prop 39, an independent Citizens' Oversight Committee (Committee) must be established to assure that 2012 Measure G Bond funds are spent as approved by the voters. The Committee is required to publish an annual report of its findings.

As chartered by the Board of Trustees of the Morgan Hill Unified School District, the 2012 Measure G Bond Committee may also act as a communications channel for disseminating bond program information. The Committee is not a bond program advisory body and has no authority to make policy, make decisions or set priorities in the spending of bond funds or District operations. All 2012 Measure G Bond projects are authorized and approved by the Board of Trustees.

Committee members are appointed for a two-year term with no compensation for their participation. For the latest Committee meeting schedule, meeting minutes and other information, please go to <http://mhusd.org/measure-g/>.



San Martin/Gwinn – Gen7 Modulares

**MORGAN HILL UNIFIED SCHOOL DISTRICT
CITIZENS' OVERSIGHT COMMITTEE
2015-2016 ANNUAL REPORT**

FACILITIES BOND PROGRAM ACTIVITIES

Projects completed (as of 12/31/2016)

- Charter School of Morgan Hill, multipurpose room
- District Wide, technology upgrade
- Jackson Elementary School, ADA/restroom upgrade
- Jackson Elementary School, HVAC replacement
- Jackson Elementary School, roof replacement
- Jackson Elementary School, fire alarm upgrade
- Loritta Bonfante Johnson Education Center Modernization, Phase I
- Loritta Bonfante Johnson Education Center, Phase II
- Los Paseos Elementary School, roof replacement
- Martin Murphy Middle School, roof replacement
- Martin Murphy Middle School, security fencing
- Nordstrom Elementary School, fire alarm upgrade
- Nordstrom Elementary School, HVAC replacement
- Nordstrom Elementary School, roof replacement
- Paradise Valley Elementary School, ADA/restroom upgrade
- Paradise Valley Elementary School, roof replacement
- Paradise Valley Elementary School, Fire alarm upgrade
- Paradise Valley Elementary School, HVAC replacement
- San Martin/Gwinn Elementary School, modernization
- San Martin/Gwinn Elementary School, admin building modernization
- Walsh Elementary School, modernization

Other Projects identified in the Series A Project List that are either in construction or design. The Series A Project List can be reviewed on the District's website at <http://mhusd.org/measure-g/>.

- Britton Middle School, new building design
- Jackson Elementary School, multipurpose room
- Nordstrom Elementary School, multipurpose room
- Paradise Valley Elementary, School multipurpose room



Future Britton Middle School – Library and Student Union Building