

Mountain View Whisman School District  
Independent Citizens' Oversight Committee  
("Measure G Oversight Committee")

October 7, 2014

**Members Present:** Phil Palmer (Ex-Officio), Jeremy Burns, Jessica Gandhi, Fiona Walter, Peter Pirnejad, Greg Coladonato, & Christi Opitz

**Staff Present:** Terese McNamee, CFO

**Others Present:** None

**Absent:** Juan Aranda & Charlie Durand

Members of the public present - Adam Coll, Principal of Greystone West

Meeting was called to order at 6:36 pm by Greg Coladonato, Chair.

- I. Call to Order as noted above.
  - A. Roll Call as above.
  - B. Agenda stands as written.
  - C. No community comments.
- II. Consent Agenda
  - A. Minutes from COC Meeting on Tuesday October, 7, 2014 approved 6-0
- III. Review and Action
- IV. Election of Officers –
  - A. Secretary – Peter Pirnejad unanimously voted as secretary 5-0 1 abstention
  - B. Chair – Fiona Walter elected as Chair 5-0 1 abstention
  - C. Vice Chair – Greg Coladonato voted in as Vice Chair 5-0 1 abstention
- V. Review and Discussion
  - A. Measure G Update
    - a. Presentation from Adam Coll (Presentation attached)
      1. Phase 1 of three (3) phase construction projects for middle schools
        - i. Crittenden is 98% complete
        - ii. Graham is 92% complete
      2. Greystone West was responsible for moving teachers in and out
      3. Projects that are currently out for proposals
        - i. Graham 2-story pre-fab building budgeted at \$3.75 M with an anticipated start date of March 2015
        - ii. All of the bids came in over expectation and exceeded custom built.
        - iii. They are 2/3 the way in the design of the buildings in preparation for DSA submittal in late 2014
      4. Phase 2 and 3 of Crittenden
        - i. Tracking for March submittal to DSA
      5. Future projects include CMS Track and Field, CMS/GMS Security and Elementary School

6. Next steps
  - i. Middle Schools
    - A. At the end of the design and working on final drawing for Phase 2 for DSA
    - B. New classroom buildings in Phase 2
    - C. And auditorium in Phase 3
    - D. Budget
      1. Graham
        - a. Anticipated and experiencing an increase in cost from new code regulations
      2. Crittenden
        - a. Tracking close to budget for new classrooms.
        - b. However because student growth is primarily shown in Graham's boundaries, there may need to be a shift in boundaries or programmatic changes to shift population to Crittenden in an effort to maintain parity between sites.
        - c. Demographers are being consulted and options are being considered to build additional classrooms at Crittenden.
      3. Additionally, given this new demographic information, the District is trying to consider the impact and make appropriate changes so the Elementary schools can begin planning for construction.
  - ii. Vice chair Coladonato had question on how the Bond moneys could be used to support the construction of a district office
  - iii. Fiona Walter suggested that the bond language states that if the admin office is beneficial to the students, bond funds could be used for a district office
  - iv. Terese McNamee clarified that there is no current plan to redevelop a new district office.
    - A. The remainder of the funds after the middle schools are complete are to be used for the Elementary Schools.
    - B. Two to three elementary schools can be upgraded at a time based on districts ability to issue bonds. It is anticipated that plan will be developed between now and February.
- B. Bond Audit moved forward on the agenda (See attached presentation)
  - a. Sheldon Chavan bond auditor presenting info for FY 13-14
    1. AICPA independent audit report was included
    2. There were no findings in the opinion letter. Everything has been fairly stated in the Measure G Building Bond. This is a representation for the Measure G Bond Building fund only
    3. End fund balance \$47.38Mil as of the end of the reporting period
    4. To date we have only sold around \$50Million of Bonds of the \$198Million Measure G Bonds. Have capacity to sell approximately \$30 million of bonds every few years.

5. \$4.2 Mil in commitments have not been paid but have been encumbered
  6. \$2.9Mil in soft costs (i.e. architect and design) have been spent
  7. Schedule of findings and recommendations
    - i. No findings to note
  8. Unmodified opinion to this bond audit. This means that everything is as expected.
- C. Review YTD Financials – Terese McNamee
- a. Required to use the County financial system and presented County report and District created report.
  - b. This report is used by the Auditor to reconcile between contracts and budget.
  - c. Ms. McNamee was looking for feedback on the financial report from the COC
  - d. Looking for variance between board approved budget and contract and contract budget to actual expenditure
  - e. On the summary sheet Terese McNamee is looking to track sources and uses of funds and when and if there are overages what sources (like developer fees) will fund these overages.
  - f. Developer fees are one time and can only be used to support growth and capacity issues.
  - g. For the two middle schools, MVWSD seems to be trending to be about \$2M over projection for all the phases, proposing to use non-Measure G funds.
- D. Renewal of Terms
- a. Jessica Gandhi and Charlie Durand need to step down from the COC
  - b. We will be posting for new members
  - c. We need a minimum of seven COC members
  - d. Ms. McNamee will be making the recommendation to the Board on the 23<sup>rd</sup> that we need at least two more candidates.
  - e. Jeremy Burns may be stepping down and will decide before the next meeting.

## VI. ITEMS FOR FUTURE AGENDA ITEMS

### VII. FUTURE COC MEETING DATES

- A. 2014-15 Quarterly Meetings
- a. December 16, 2014 – Finalize Audit & Status of Projects
  - b. March 31, 2015 – Status of Projects
  - c. June 23, 2015 – Budget

### VIII. Adjourned at 8:06 pm.

Respectfully Submitted,  
Peter Pirnejad, Secretary