



**REGULAR MEETING OF THE
CITIZENS' OVERSIGHT COMMITTEE OF THE
DEL MAR UNION SCHOOL DISTRICT
(MEASURE MM - APPROVED BY DISTRICT VOTERS ON NOVEMBER 6, 2018)**

AGENDA

**February 3, 2020
5:30 p.m.**

Del Mar Union School District Office Training Center
11232 El Camino Real, San Diego, CA 92130

Citizens' Oversight Committee Website: <https://www.dmusd.org/Page/8772>

A. CALL TO ORDER: 5:30 p.m.

Acting Chairperson: Robert E. Anslow

B. ROLL CALL (Establishment of a Quorum)

Committee Members:

Neelum Arya	Vice President, Community-At-Large Representative
Ira Sharp	Clerk, Senior Citizens' Organization Representative
Kathy Huang	Business Community Representative
David Jackson	Taxpayer Organization Representative
Katie Hazen	Parent-Teacher Organization Representative
Sameer Vora	Parent of Enrolled DMUSD Student Representative
Fuxiao Xin	Community-At-Large Representative

C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENTS

1. At this time, the Committee welcomes public comments. As set out in the Committee Policies, a total of 30 minutes is provided so members of the public can address the Committee. Speakers are limited to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken in response to public comments submitted. The Committee may: (1) acknowledge receipt of the information; (2) refer the matter to staff with no direction as to action or priority; and/or (3) direct that the matter be agendaized for a future meeting of the Committee.

- E. APPROVAL OF DECEMBER 3, 2019 MINUTES
- F. PRESENTATION OF MEASURE MM, SERIES 2019 A, BOND PAYMENT LOG
- G. MEASURE MM PROJECT PROGRESS UPDATE
- H. DISCUSSION OF CITIZENS' OVERSIGHT COMMITTEE CONTACT INFORMATION
- I. DISCUSSION AND POSSIBLE ACTION(S) ON CITIZENS' OVERSIGHT COMMITTEE ELECTION OF CHAIRPERSON
- J. DISCUSSION AND POSSIBLE ACTION(S) RELATIVE TO PROPOSED COMMITTEE MEETING SCHEDULE FOR 2020
 - 1. Set date, time and place for the next meeting(s) of Citizens' Oversight Committee
- K. DISCUSSION AND POSSIBLE ACTION(S) RELATIVE TO DURATION OF CITIZENS' OVERSIGHT COMMITTEE MEETINGS
- L. COMMENTS FROM COMMITTEE MEMBERS
- M. ADJOURNMENT

Compliance with the Requirements of California Government Code Section 54954.2 In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in this meeting, or if you need this agenda provided in an alternative format, please contact the District Office Administration at telephone (858) 755-9301 (as representative of the Committee) at least 72 hours in advance of the scheduled Committee meeting. Notification 72 hours prior to the meeting will assist the Committee and the District in making reasonable arrangements to accommodate your request. The meeting room(s) is/are wheelchair accessible.

Availability of Agenda Materials: Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Del Mar Union School District Citizens' Overnight Committee in connection with a matter subject to discussion or consideration at an open meeting of the Citizen's Overnight Committee(s) are available for public inspection at the District's Business Offices located at 11232 El Camino Real, San Diego, California. If such writings are distributed to members of the Committee less than 72 hours prior to the meeting, they will be available in reception area of the District's Business Offices at the same time as they are distributed, except that, if such writings are distributed immediately prior to, or during, the meeting, they will be available in the School District's Business Offices.

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Superintendent
Holly McClurg, Ph.D.

Board of Trustees
Erica Halpern, President
Scott Wooden, Ph.D., Clerk
Katherine Fitzpatrick, Member
Gee Wah Mok, Esq., Member
Doug Rafner, Esq., Member

MINUTES

**REGULAR MEETING OF THE
CITIZENS' OVERSIGHT COMMITTEE OF THE
DEL MAR UNION SCHOOL DISTRICT
(MEASURE MM - APPROVED BY DISTRICT VOTERS ON NOVEMBER 6, 2018)**

**December 3, 2019
5:30 p.m.**

Del Mar Union School District Office Training Center
11232 El Camino Real, San Diego, CA 92130
Citizens' Oversight Committee Website: <https://www.dmusd.org/Page/8772>

- A. CALL TO ORDER: 5:35 p.m.
Acting Chairperson: Robert E. Anslow
- B. ROLL CALL (Establishment of a Quorum)

Committee Members:

Kathy Huang	Business Community Representative
David Jackson	Taxpayer Organization Representative
Ira Sharp	Senior Citizens' Organization Representative
Katie Hazen	Parent-Teacher Organization Representative
Sameer Vora	Parent of Enrolled DMUSD Student Representative
Fuxiao Xin	Community-At-Large Representative
Neelum Arya	Community-At-Large Representative

District Administrators/Staff:

Holly McClurg, Ph. D., Superintendent
Cathy Birks, Assistant Superintendent, Business Services
Chris Delehanty, Executive Director of Capital Programs and Technology
Mark Pong, Director of Finance
Michelle Bothe, Administrative Assistant, Business Services

- C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENTS

1. At this time, the Committee welcomes public comments. A total of 30 minutes is provided so members of the public can address the Committee. Speakers are limited to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken in response to public comments submitted. The Committee may: (1) acknowledge receipt of the information; (2) refer the matter to staff with no direction as to action or priority; and/or (3) direct that the matter be agendaized for a future meeting of the Committee.

Public comments regarding non-agenda items:

1. John Gartman
2. Qin-Hong Anderson
3. Irene Young
4. Kelley Huggett

E. APPROVAL OF MINUTES

On a motion by Ira Sharp, seconded by Katie Hazen and carried unanimously, the COC approved the minutes of the October 2, 2019 meeting as shown.

F. DISCUSSION AND POSSIBLE ACTION(S) ON PROPOSED CITIZENS' OVERSIGHT COMMITTEE BYLAWS

On a motion by Ira Sharp, seconded by David Jackson and carried unanimously, the COC approved the Citizens' Oversight Committee Bylaws.

G. REVIEW AND DISCUSS FINAL OFFICIAL STATEMENT FROM MEASURE MM 2019 SERIES A BOND SALE

1. Final Official Statement link

Mr. Anslow discussed how the bond issuance and process works.

H. PRESENTATION OF FIRST SET OF MEASURE MM, SERIES 2019 A BOND PAYMENT LOG

- I. Mr. Pong presented on the budget and expenditures for the Del Mar Heights Rebuild and the Pacific Highlands Ranch School #9 as of October 31, 2019.

J. PROJECT PROGRESS UPDATE

Mr. Delehanty presented an update on the Del Mar Heights School rebuild and the new Pacific Highlands Ranch School #9. Discussion included the comment that the school district is still taking input from the community and he spoke about the process of CEQA.

K. PRESENTATION OF CITIZENS' OVERSIGHT COMMITTEE WEBSITE INFORMATION

Mr. Delehanty showed the committee the Measure MM page on the Del Mar Union School District website. Mr. Delehanty will bring options for communication with public to the next meeting. Bylaws will be posted online.

L. DISCUSSION AND POSSIBLE ACTION(S) ON CITIZENS' OVERSIGHT COMMITTEE ELECTION OF OFFICERS

Mr. Anslow to remain President at this time

Vice President – Neelum Ayra

Clerk – Ira Sharp, with Michelle Bothe to continue to take minutes and he will countersign

Ms. Birks suggested if someone would like to be president, he/she can be the meeting moderator and Mr. Anslow will instruct how it is done. All these positions will last 2 years and then they can be re-appointed.

- M. DISCUSSION AND POSSIBLE ACTION RELATIVE TO PROPOSED COMMITTEE MEETING SCHEDULE FOR 2020
 - 1. Set date, time and place for the next meeting(s) of Citizens' Oversight Committee
Next meeting will be on Monday February 3, 2020 at the Del Mar Unions School District Office Training Center 5:30-7:00
- N. COMMENTS FROM COMMITTEE MEMBERS
Mr. Anslow answered questions from the COC and directed them to the bond resolution when reviewing approved expenditures. He shared that design issues are not part of the COC jurisdiction. Mr. Anslow also discussed the Brown Act policy that states that the COC members cannot discuss committee items with each other outside of the committee meetings.
- O. ADJOURNMENT 7:03 pm

The foregoing Minutes of December 3, 2019 have been approved by the Citizens' Oversight Committee:

Ira Sharp, Clerk



2018 General Obligation Bond Measure

Measure MM
Cumulative Project Expenditures
as of December 31, 2019

Del Mar Heights School Rebuild Project Budget

Object Code	Description	Original Budget as of 09/24/19	Actual Expenditures 12/31/19	Balance
FUNDING SOURCES:				
	Proceeds from General Obligation Bond	55,412,500		
	Other			
	TOTAL FUNDS AVAILABLE	55,412,500		
EXPENDITURES:				
1. Site				
6100-010	Land- Purchase	-	-	-
6100-020	Appraisal Fees	-	-	-
6100-040	Surveying Costs	26,950	26,950	-
6100-050	Site Support Costs	-	-	-
6100-052	Dept. of Toxic Substance Control Fees	1,500	1,500	-
6100-057	Environmental Costs	81,868	50,301	31,567
6100-060	Other Site Costs	-	-	-
6100-055	2. Relocation Assistance	-	-	-
3. Planning				
6200-001	Architect Fees	2,287,500	343,125	1,944,375
6200-010	Engineering Fees	-	-	-
6200-020	Division of State Architecture Fees	-	-	-
6200-030	California Dept. of Education Fees	-	-	-
6200-035	Energy Analysis	-	-	-
6200-040	Preliminary Tests	13,800	13,800	-
6200-050	Other Costs	-	-	-
4. Construction				
6200-070	Main Constuction	42,625,000	-	42,625,000
6200-072	Constuction Management	-	-	-
6200-075	Demolition	-	-	-
6200-074	Other Construction	-	-	-
6200-076	Interim Housing	-	-	-
	Labor Compliance Program	-	-	-
6200-080	Inspections	-	-	-
6200-090	Construction Tests	-	-	-
	Furniture and Equipment:			
6400-003	Technology	-	-	-
6400-004	Office	-	-	-
6400-005	Classrooms	-	-	-
	Additional Soft Costs and Contigencies	10,375,882	-	10,375,882
TOTAL BUDGET		55,412,500	435,676	54,976,824

**Del Mar Union School District
2018 General Obligation Bond Measure MM
Expenditures Through 12/31/19**

Del Mar Heights Rebuild Project Expenditure Summary						
Vendor	Description	Budget	Expenditures as of 10/31/19	Current Expenditures	Total Expenditures	Balance
Baker Nowicki Design Studio	Archtect Fees	2,287,500.00	343,125.00	-	343,125.00	1,944,375.00
Dept. of Toxic Substance Control	Environment Fee	1,500.00	-	1,500.00	1,500.00	-
Nova Services	Geotechnical Services	13,800.00	7,500.00	6,300.00	13,800.00	-
Placeworks, Inc	Environmental Consultant	81,868.00	10,699.50	39,601.72	50,301.22	31,566.78
Snipes Engineering, Inc	Surveying	26,950.00	17,892.00	9,058.00	26,950.00	-
Grand Total		2,411,618.00	379,216.50	56,459.72	435,676.22	1,975,941.78

Del Mar Heights Rebuild Project Current Expenditures Vendor Detail				
Vendor	Description	Current Expenditures	Invoice #	Payment Date
Dept. of Toxic Substance Control	Environmental Fee	1,500.00	n/a	11/14/2019
Nova Services	Geotechnical Services	6,300.00	8002	11/5/2019
Placeworks, Inc	Environmental Consultant	12,681.22	70394	12/4/2019
		26,920.50	70395	12/4/2019
Subtotal		39,601.72		
Snipes Engineering, Inc	Surveying	9,058.00	24451	12/4/2019
Grand Total		56,459.72		

Pacific Highlands Ranch Elementary School Project Budget

Object Code	Description	Original Budget as of 9/24/19	Changes	Revised Budget	Actual Expenditures 12/31/19	Balance
FUNDING SOURCES:						
	Proceeds from General Obligation Bond	22,648,362				
	Other Funding Sources	45,751,638				
	TOTAL FUNDS AVAILABLE	68,400,000				
EXPENDITURES:						
1. Site						
6100-010	Land- Purchase	10,000,000	-	10,000,000	-	10,000,000
6100-020	Appraisal Fees	-	-	-	-	-
6100-040	Surveying Costs	17,000	4,400	21,400	19,400	2,000
6100-050	Site Support Costs	69,365	-	69,365	45,220	24,145
6100-051	Phase I Environ. Site Assessment Costs	6,900	-	6,900	6,892	8
6100-052	Dept. of Toxic Substance Control Fees	3,027	-	3,027	3,027	-
6100-060	Other Site Costs	-	-	-	-	-
6100-055	2. Relocation Assistance	-	-	-	-	-
3. Planning						
6200-001	Architect Fees	2,382,620	-	2,382,620	482,315	1,900,305
6200-010	Engineering Fees	-	-	-	-	-
6200-020	Division of State Architecture Fees	-	-	-	-	-
6200-030	California Dept. of Education Fees	-	-	-	-	-
6200-035	Energy Analysis	-	-	-	-	-
6200-040	Preliminary Tests	13,800	-	13,800	13,800	-
6200-050	Other Costs	-	-	-	-	-
4. Construction						
6200-070	Main Constuction	44,920,000	-	44,920,000	-	44,920,000
6200-072	Constuction Management	-	-	-	-	-
6200-075	Demolition	-	-	-	-	-
6200-074	Other Construction	-	-	-	-	-
6200-076	Interim Housing	-	-	-	-	-
	Labor Compliance Program	-	-	-	-	-
6200-080	Inspections	-	-	-	-	-
6200-090	Construction Tests	-	-	-	-	-
	Furniture and Equipment:	-	-	-	-	-
6400-003	Technology	-	-	-	-	-
6400-004	Office	-	-	-	-	-
6400-005	Classrooms	-	-	-	-	-
	Additional Soft Costs and Contigencies	10,987,288	(4,400)	10,982,888	-	10,982,888
	TOTAL BUDGET	68,400,000	-	68,400,000	570,655	67,829,345

**Del Mar Union School District
2018 General Obligation Bond Measure MM
Expenditures Through 12/31/19**

Pacific Highlands Ranch School #9 Project Expenditure Summary								
Vendor	Description	Original Budget	Changes	Revised Budget	Expenditures as of 10/31/19	Current Expenditures	Total Expenditures	Remaining Balance
Dept. of Toxic Substance Control	Environmental Fee	3,027.22	-	3,027.22	3,027.22	-	3,027.22	-
DUDEK	Phase I Environ. Rpt	6,900.00	-	6,900.00	6,892.46	-	6,892.46	7.54
Nova Services	Geotechnical Services	13,800.00	-	13,800.00	12,800.00	1,000.00	13,800.00	-
OBR Architecture, Inc	Architect Fees	2,382,620.00	-	2,382,620.00	339,432.01	142,883.23	482,315.24	1,900,304.76
Placeworks, Inc	Environmental Consultant	69,365.00	-	69,365.00	38,415.51	6,804.93	45,220.44	24,144.56
Snipes Engineering	Surveying	17,000.00	4,400.00	21,400.00	16,320.00	3,080.00	19,400.00	2,000.00
Grand Total		2,492,712.22	4,400.00	2,497,112.22	416,887.20	153,768.16	570,655.36	1,926,456.86

Pacific Highlands Ranch School #9 Current Expenditures Vendor Detail				
Vendor	Description	Current Expenditures	Invoice #	Payment Date
Nova Services	Geotechnical Services	1,000.00	8238	11/26/2019
OBR Architecture, Inc	Architect Fees	17,832.15	006-6	11/1/2019
		35,664.30	006-7	11/19/2019
		89,386.78	006-8	12/5/2019
		<u>142,883.23</u>		
Placeworks, Inc	Environmental Consultant	6,804.93	70027	11/5/2019
Snipes Engineering	Surveying	3,080.00	24573	12/18/2019
Grand Total		153,768.16		