

ASHLAND PUBLIC SCHOOLS

JACKSON COUNTY SCHOOL DISTRICT #5

Kelly Raymond
Superintendent



Inspiring Learning for Life

BOARD OF DIRECTORS

VICTOR CHANG

SABRINA PRUD'HOMME

EVA SKURATOWICZ

JIM WESTRICK

DENEICE COVERT ZEVE

SAMUEL BOGDANOVE
Director, Student Services

STEVE MITZEL
Director, Operations

LAURIE ROOPER
Director, Human Resources & Communication

ALANA VALENCIA
Director, Finance

Bond Oversight Committee

Ashland School District Office Boardroom
885 Siskiyou Boulevard
Ashland, Oregon 97520
November 13, 2019 4:00 – 5:30 pm

Attendance:

Curtis Bacon
Jill Franko
Kathleen Kane
~~Chris McKay, HMK~~
David McKay, HMK
~~Steve Mitzel, ASD~~
Kelly Raymond, ASD
Ryan Schnobrich
Alana Valencia, ASD
Dustin Way
Jim Westrick
District Staff: Kristi Nelson

Bond Projects Status Report

David gave an overview of the August and September Bond Reports that were shared with the School Board. Helman and AMS design processes are going very well. Pre-Design phase is wrapping up at Helman, and AMS is moving into the Schematic Design phase. Today, School Board members attended an informal update at the District Office regarding the progress of both Helman and AMS projects.

HMK Company has a social media team, and can be found on Instagram, Facebook and LinkedIn. There were 47 new page flags, 700 post views, 1400 post engagements in August regarding the Bond, which is very good for a relatively new social media push. In September, social media views climbed to 15,000 views.

Requests for proposals (RFPs) were issued in September for design services for Ashland High School and Walker Elementary, with interviews happening this week. At the high school, three firms have been selected for interviews, BLRB Architects, KSW/Arkitek partnership, and ORW Architects. Walker Elementary selected two firms to be interviewed, BBT Architects, and KSW/Arkitek partnership. Going forward, the goal is to take a recommendation to the School Board at the December meeting for an award of contract (design) for both Ashland High School and Walker Elementary, so teams can begin with those schools in January.

HVAC projects are starting, Ameresco was awarded this project to do data logging (run time and energy use) to assess equipment efficiency. They are an energy service performance contractor who will complete energy audits on electrical, natural gas, and water. This will happen at each building. Once this last piece is completed, we'll be ready to move to the design phase.

We've contracted with KSW Architects for the District wide restroom project. The first set of restrooms to be completed in this project are at Bellview Elementary. These restrooms were untouched during the last Bond and will be a good place to start to set the standard. Construction will take place next summer.

Seismic Grant applications are currently in progress for the high school and the middle school.

Bond Projects Committee Discussion

HMK likes to bid construction contracts in October and November. Feedback on this process from contractors is very positive, as this allows for them to plan ahead for their summer projects. We are out of sync with that process this year, as the Bond is just starting up and most likely bidding will happen in February 2020, but we should be on par for the summers of 2021 and 2022.

Minor changes were made to the Program Implementation Plan (PIP), and both the redline document and the adopted revised plan are available for review. It is important to note the changes even though they are minor, because it is the foundational document that defines roles and responsibilities of the Bond. Page eight specifically addresses the Bond Oversight Committee.

Website Information

In order to keep the website up to date on Bond committees, an information sheet was passed out for each Bond Oversight Committee member to fill out and return to Kristi.

Website calendar updates have occurred to lessen confusion, making things clearer and easier to read.

Review of Bond Finance Reports

Alana shared the General Obligation Bond Series 2019 document with the committee, produced by our Bond Consultant, DA Davidson. It gives a historical picture of Bond financials at the time of the Bond sales; par amount, premium amount, fees and proceeds, etc. It also includes the Bond service payment schedule. Our first debt service payment is due this year, totaling \$6,876,022.22.

Committee members shared concerns over possible dissenting opinions about the Bond and numbers that can easily be misinterpreted, appearing to the community that we borrowed more than stated in the referendum. The committee agreed that adopting a clear, proactive statement in regards to the Bond sale and premium, to be posted on the website, was the best approach to dispatch any confusion. David shared that all other Bonds that he is involved with sell at a premium, it's quite difficult to find investors to invest in your Bonds unless you incentivize them with a higher interest rate. Alana will reach out to DA Davidson regarding a statement, and get back to the committee with her findings.

Alana shared the Bond monthly financial report that was presented to the Board, detailing what's been spent through September. Our goal is to spend 5% by December 5, including encumbrances. This report also includes grants received and interest earnings on investments. We have a separate checking account for the Bond which earns 1.25 % interest. Interest earned monies will be taken to the School Board for approval to move from contingency to projects. Projection on investment earnings during the entire Bond are estimated at \$2.3M.

Alana is looking at restructuring budget formats. We've recently hired a consultant who previously worked for Piper Jaffray, and with Portland Public Schools. One of her first tasks is to work on reporting on investments and expenses/budget along with the formats for presentation. Ryan volunteered to help with formatting.

Questions and Comments

Kathleen asked for clarification on the September End of Month report; what does the \$6.5M in Professional Service Agreements/Design contract consist of? This amount includes HMK contract, architect contracts for Helman and AMS, and contracts for other professional services (roofing, hazardous materials, site surveys). David will work on a format to show the budget with numbers for each project to bring back to the committee, and this is something that Alana would also like to see on the website.

Any further questions, please send them to Kristi and she will submit them to HMK for answers.

Next Meeting:

The next Bond Oversight Committee meeting will be held on Wednesday, January 15, 2020, from 4:00 pm – 5:30 pm. This meeting will take place at the Bond Office at Lincoln Elementary School, 320 Beach Street.