

ASHLAND PUBLIC SCHOOLS

JACKSON COUNTY SCHOOL DISTRICT #5

Kelly Raymond
Superintendent

BOARD OF DIRECTORS

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Director, Operations

LAURIE ROOPER
Director, Human Resources & Communication

ALANA VALENCIA
Director, Finance

District Bond Oversight Committee (DBOC)

Virtual Meeting via Zoom

May 13, 2020 4:00 pm – 5:30 pm

Attendance

Curtis Bacon, Secretary
Jill Franko, Vice-Chair
Shane Hunter
Kathleen Kane
Chris McKay, HMK
David McKay, HMK
Steve Mitzel, ASD

Kelly Raymond, ASD
Ryan Schnobrich, Chair
Alana Valencia, ASD
~~Dustin Way~~
Jim Westrick
District Staff: Kristi Nelson

Meeting Minutes

- **Call meeting to order:** Ryan Schnobrich called the meeting to order at 4:00 pm. He then welcomed Shane Hunter back to the committee.
- **Review and approval of previous meeting minutes:** Ryan would like an addition to the previous meeting's minutes. After the 3rd sentence in the Bond Premium Recap, add the statement "The premium was \$22.4M." A motion to approve the revision was made by Curt Bacon, and unanimously accepted by the committee.
- **Review End of Month (EOM) reports:** presented by Chris McKay
 - **EOM February 2020:**
 - There were no Covid-19 impacts on Bond projects in February.
 - There were over 60K social media views this month.
 - AMS/JMOS completed the Design Development phase. The project estimate came in over budget, however, value engineering was used to bring the budget into alignment, and no programmatic cuts were made. AMS staff toured new schools in the Eugene-Springfield area, which provided great benefit to the team.

- Helman Elementary is a few weeks behind the middle school, and just completed Schematic Design.
 - AHS is still in the Pre-Design phase, and is hoping to receive a seismic grant which would add \$2.5M to the project budget.
 - Walker Elementary is also in the Pre-Design phase, and CM|GC request for proposals (RFP) for this project was prepared this month.
- **EOM March 2020:**
 - Despite the impact of Covid-19, all projects have continued. Chris is happy to report that all project teams are safe and well. He is currently working on a list to show the total Bond funds that are going to local vendors.
 - In March, there were over 32K social media views.
 - AMS/JMOS aligned with their estimate and began the Construction Documents phase, continuing to utilize CEAP strategies.
 - Helman Elementary surpassed the 50% mark in Design Development phase.
 - AHS completed Programming phase, and is still awaiting Seismic Grant award announcements, which are expected in May.
 - Walker Elementary continued Pre-Design, and issued an RFP for CM|GC, with proposals due in April to be reviewed by the project team.
 - HMK is preparing to release narrated video “fly-overs” of both AMS/JMOS and Helman Elementary projects.
- **Annual Report to the School Board:** It has been suggested that the committee give the annual report to the School Board in August. Ryan asked if Curt and Jill Franko would work on a draft report prior to the next Bond Oversight Committee meeting. Kristi could distribute it to the group to be reviewed during the July meeting. Both Curt and Jill accepted the task. Ryan asked for thoughts on the report, as the Board sees everything before our committee. Jim Westrick and Steve Mitzel responded to this. The Bond Oversight Committee acts as an accountability partner to the District, to be sure taxpayer money is being spent wisely and prudently, and that we are in alignment with the Bond promises to the community.
- **Budget:** Alana Valencia gave an update of the budget for the month ending in March. As of March, earnings on investments are \$3.1M, which is more than what’s being spent. She will also provide the committee with a spenddown schedule. Alana worked with HMK to align their budgets, and in doing so, moved the project soft costs from unallocated into the projects. Jill asked for clarification that the costs were not being accounted for twice, and Alana confirmed that they are not. Curt asked for more information on the large allocation for the Tech Upgrade project. Steve responded to this, stating that the District is overdue for a tech upgrade. This project encompasses replacement of wireless and wired technology and updated physical cable management. This project affects the entire District, with deployment beginning this summer.
- **Questions and Comments:** None.
- **Next Meeting - Wednesday, July 8, 2020:** The group discussed rescheduling to July 15, so that our next meeting takes place after the School Board meeting on Monday July 13. The benefit to rescheduling after the School Board meeting is that the DBOC will be able to review two EOM reports

from HMK, instead of one. Ryan proposed the meeting move to July 15, and all members agree. Kristi will update the meeting invitation and send to all members.

- **Adjourn:** The meeting was adjourned by Ryan at 4:37 pm.