

ASHLAND PUBLIC SCHOOLS

JACKSON COUNTY SCHOOL DISTRICT #5

Samuel Bogdanove
Superintendent

BOARD OF DIRECTORS

VICTOR CHANG

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District Bond Oversight Committee (DBOC)

Virtual Meeting via Zoom

July 15, 2020 4:00 pm – 5:30 pm

Attendance

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

Ryan Schnobrich, Chair
Alana Valencia, ASD
Dustin Way
Jim Westrick, ASD School Board
Guest: Victor Chang, ASD School Board
Guest: Alex Roscher
ASD District Staff: Kristi Nelson

Meeting Minutes

- **Call meeting to order:** Ryan Schnobrich called the meeting to order at 4:02 pm. Introductions were held and Ryan welcomed newly appointed Superintendent Samuel Bogdanove and School Board Director Victor Chang to the meeting.
- **Review and approval of previous meeting minutes:** A motion to approve the 5/13/2020 DBOC minutes, as presented, was made by Curt Bacon and unanimously approved by the committee.
- **Review End of Month (EOM) reports:** presented by Chris McKay
 - **EOM April 2020:**
 - April was the first month to really be affected by Covid19. Fortunately, both Helman Elementary and AMS were in construction documents phase, so there was much less need for hands-on meetings, and the work continued with virtual meetings.
 - HMK and the district are currently working with a safety and security consultant, creating standards in areas that are possible.
 - Thirty-three contracts have been issued for the Bond, totaling \$8.5M.

- Social media remains consistent with 35K – 45K impressions per month, and Chris noted a special congratulations from one community member regarding Helman Elementary and the energy efficiency of the new building.
- The Local Vendors list will be expanded in the summer months as projects go to bid. AMS is in the final phase of design and the last design documents estimate was reconciled without program reductions or cost cutting measures. Ryan asked if the 6th grade building was a renovation or a brand-new building. Both Chris and David McKay confirmed that the building is a new two-story building.
- At Helman Elementary, design development documents were completed, as well as work between ASD Facilities and Rogue Planning & Development for land use permitting. Helman Elementary will also be receiving a new playground, work is currently underway with a consultant.
- At AHS, the programming phase has been completed, and the core team is working to understand structural components of the project.
- At Walker Elementary, the programming phase has been completed. Interviews for CM|GC were held and with two firms interviewed, a unanimous decision was made to proceed with Adroit Construction.
- **Community concern:** Ryan brought up a concern from the community as to whether sites that are ahead in their projects will be given access to more Bond funds, which could result in sites that are behind in their project being shorter on funds. Chris answered \$3.5M has been redirected to AMS, and though funds have been requested for Walker Elementary, additional funds have not been requested for Helman Elementary, and the award of the Seismic grant to AHS was a huge win for that project. He stated that at one year into the Bond there is still a healthy unallocated program contingency that is not specific to a school. Victor Chang added that the School Board is aware of this concern and is always trying to foresee implications when they are asked to approve funds being moved. The committee continued the discussion, now turning to community concerns relating to past Bonds and repeating the same mistake of spending the funds before completing what was promised. Steve Mitzel responded that each project, including district wide projects such as HVAC, has its own silo of budgeted money tied to it. This is reported to the Board and measures are constantly taken to be as transparent as possible to avoid similar situations that happened in the last Bond cycle. Our guidance is the ballot language and the Bond Promises that have been laid out.
- **EOM May 2020:**
 - Chris noted the appearance of the EOM report has changed, but the content is the same and in the same order.
 - In May, plans began for the AMS temporary modular classrooms and the JMOS relocation to Lincoln Elementary, including packing up the classrooms in preparation for the move this summer.
 - AHS was awarded a seismic grant of just under \$2.5M. The district has currently been awarded two seismic grants, one to Walker Elementary and one to AHS, and will continue to submit applications for the next grant cycle.
 - Regarding District wide HVAC, Ameresco has been working for the last two years on a very comprehensive and technical energy audit. The report was received in June, and it

is being worked through to begin identifying and prioritizing projects that will be addressed.

- Regarding social media, this month fly through videos for Helman Elementary and AMS/JMOS were launched. Chris will share a link to all three fly through videos with the committee. Ashland Bond projects have received over 200K views in the first five months, which is an average of over 40K views per month.
 - At AMS, work is on schedule for 75% completion of construction documents. Chris shared an image of the temporary modular plan for AMS. Curt Bacon asked if the plans were created with social distancing in mind. Steve replied that AMS Principal Steve Retzlaff and Vice Principal Katherine Holden are mapping out their entire facility through a social distancing lens for safe student return. He also stated that they moved forward with the plan for the modulars because school will be held in some capacity in the next eighteen months, and a space will be needed for sixth grade classes. Ryan asked if the modulars will be repurposed when the District is done using them and Steve answered that they are looking at all the options of leasing and utilizing them for other projects.
 - At Helman Elementary, the final page-turn was conducted with the Core team as well as the Facilities/IT team. This process helps ensure that the design team understands specific facility needs and district standards.
 - In May, Walker Elementary selected their CM|GC, and the School Board approved a decision to allocate Bond premium, which added approximately \$9.5M to the project budget. Shane Hunter questioned why Walker Elementary being renovated at such expense that it requires an additional \$9.5M in its budget? Both Chris and Steve responded to this by turning to the Bond language for the project. Bond language for the Walker Elementary project specifically stated that the historic wing would be included in the renovation at that site. Chris shared that several challenges face Walker Elementary, in the programming phase it became clear that the budget provided for the project was not sufficient for the needs of the school, either by an ADA stand point or an educational program standpoint. Renovations to the East/West wing would not provide the results required to accommodate the school's program needs, therefore the decision was made to replace the East/West wing. It was also decided to complete renovations in the historic wing beyond seismic rehab, which will help to bridge the equity gap between the new addition and historic building. Victor reiterated what Chris shared, that when the request for Premium for Walker Elementary was first brought to the School Board, he realized it was apparent that the initial budget set during Pre-Bond was drastically underestimated for the comprehensive work that is supposed to happen there.
- **Annual Report to the School Board:** As a report had not yet been drafted, Ryan suggested that Jill and Curt prepare a draft report to share with the committee in September. After September's meeting feedback, the final report could be shared in November with the DBOC, with the report to the school Board taking place in December. Victor stated that an earlier report to the Board would be preferable, but understands the time constraints. Jill asked if drafts could be emailed to meet the September report to the Board deadline, but Ryan cautioned all members to follow public meeting laws and that though drafts could be emailed, he discouraged commenting on them via email. David noted that per a school Board approved revision of the PIP, this is not an official committee of the School Board but of the superintendent, therefore public meeting laws should not apply. Steve reiterated that the Board did

move the committee to the superintendent very early on, and he will work with Kristi to confirm this and email the group of the results as to whether this committee is subject to public meeting laws. Curt asked for direction and focus for the report. Ryan suggested reviewing meeting minutes, as well as the committee charter for guidance. Ryan recapped the above stated timeline for the annual report to the Board, and Kristi will help distribute the reports as needed. He stated that the report timeline could be expedited once the results of committee governance are established, however the first draft of the report will remain due to be presented to the DBOC at the September meeting.

- **Budget**

- Chris presented the revenue sheet, noting there is still over \$14M unallocated Bond contingency. The only forecasted number on the sheet is the investment interest, which is on the conservative side. He then shared the overall program budget, stating the Executive Team does not have the authority to move money. All moving of funds comes at School Board approval. Next, he reviewed the program level budget, which contains soft costs such as legal fees and bond issuance fees that apply to all projects, but make sense to keep on one sheet rather than dispersing them. Looking at the District Wide rollup budget, it contains all of the individual District Wide projects. Funds utilized for a specific site will move from the DW roll up budget, creating a new budget sheet for the District Wide project at that site. Ryan suggested an edit to the sheets adding columns to show where the revisions are happening. David will work on a narrative report of budget transfers to bring back to the next meeting to help answer questions.
- AMS Premium Allocation – AMS has an \$8M increase to budget. Only \$3.5M was Bond Premium. The remainder was from the OSCIM grant, and moving soft costs contingencies into the MAC.
- WES Premium Allocation - The original MAC for Walker Elementary was for \$8.5M, the award of \$2.2M in seismic grant, and Bond premium allocation approved by the Board increased the MAC to \$17M. All Bond premium allocations are set asides. If it is not required to be spent on the project, it will be moved back into Bond contingency.

- Questions and Comments: None.

- **Next Meeting: Wednesday, September 16, 2020.** Per group discussion the next DBOC meeting will be moved to September 16, in order to facilitate two EOM reports from HMK. Kristi will update the invitation and send it out to the committee.

- **Adjourn:** The meeting was adjourned by Ryan 5:52 pm.