

**REGULAR MEETING OF THE MEASURE EE
Citizens Oversight Committee**

Minutes

**Thursday, November 5, 2020
6:00 p.m. Public Session via ZOOM TELECONFERENCE
Saugus Union School District
24930 Avenue Stanford
Valencia, CA 91355**

CALL TO ORDER

Mr. Schoenfeld called the meeting of the Citizens Oversight Committee (COC) to order at 6:01 p.m.

Call to Order

Present:

Collin Schoenfeld, Chairperson
Lisa Eichman
Patricia Conwell arrived 6:03 p.m.
John Estrada
Jason Warren Gibbs arrived 6:03 p.m.
Paul Travis
Bob Aholt
Judy Umeck

Roll Call

Colleen Hawkins, Superintendent
Nick Heinlein, Assistant Superintendent of Business
Lori Rubenstein, Director of Project Management
Dayna Jones, Facilities Accountant II

Absent:

Paul Lin
Kathie Pisano, Administrative Secretary, Facilities

Absent

Visitors:

Visitors present are listed in the official visitors' record book.

Visitors

None

Mr. Schoenfeld led the Pledge of Allegiance.

Pledge of Allegiance

APPROVAL OF AGENDA FOR NOVEMBER 5, 2020

Motion by Ms. Umeck, second by Ms. Conwell to approve the agenda for November 5, 2020.

Approval of Agenda for
November 5, 2020
Vote: 8-0-0
Abstain: 0
Absent: 1 (Lin)

APPROVAL OF MINUTES FROM SEPTEMBER 17, 2020

Motion by Mr. Estrada to approve minutes, second by Ms. Eichman to approve the minutes for September 17, 2020.

Minutes Approved for
September 17, 2020
Vote: 7-0-1
Abstain: 1 (Schoenfeld)
Absent: 1 (Lin)

HEARING SESSION

Mr. Schoenfeld announced there were no advanced requests to address the Committee.

Advanced Written
Requests to Address
the Committee

PRESENTATIONS & REPORTS

Mr. Heinlein presented the COC Financial Report. He reviewed the prior bond sales. Mr. Heinlein pointed out the current project budgets exceed the funding received from Measure EE. He explained we are very conservative and believes some costs will be reduced. He also plans to use funding from the State Bond and surplus from CFD's to cover some projects. Mr. Heinlein shared the District received State Bond funding for Helmers, Foster and West Creek and will be using this revenue to install solar at sites. Mr. Aholt asked to clarify if we used Measure EE expenditures to receive State Bond funding, and if we are using this funding to install solar. Mr. Heinlein indicated yes. Mr. Schoenfeld questioned how CFD funding can be used. Mr. Heinlein explained that the CFD documents state what projects can be done and also added the CFD fundings are to be spent first. Mr. Heinlein reviewed the Budget View Reports and the Overall Project Summary Reports, indicating these reports align with the bond language and Master Plan.

Measure EE Update
from District Staff

Mr. Heinlein showed Rosedell's new classroom building drawings. The new building will replace old portables. This building will have seven classrooms, flex room, breakout area, outdoor learning area, custodian and restrooms. The wood look is actually concrete and will repeat throughout the site to make everything cohesive. Mr. Heinlein indicated where the solar structure would be, and adds shade to the site. Dr. Hawkins added the new space is beautiful and the teachers are excited as the entire site will get an uplift. Mr. Schoenfeld found the design very attractive, but was concerned for the safety as there are so many windows. Ms. Rubinstein indicated the windows have a special safety tint.

Mr. Heinlein stated some of the students will be moved to the Bouquet Canyon site for temporary housing as this is safer for the students. The current upgrades in process at Bouquet Canyon are new lighting, roofing, HVAC, painting, playground equipment and back field. Ms. Umeck questioned if Measure EE could be used for this site. Mr. Heinlein said yes as temporary housing is listed in the bond language. Mr. Aholt asked why we are using these portables now

as the campus was closed as they exceeded their life. Mr. Heinlein explained this will only house two grade levels as the plumbing and electrical will not be able to accommodate a full campus. Dr. Hawkins added that the plan is to use this site for the next two to three years. First students from Rosedell, then Foster.

Mr. Heinlein reviewed the following: Contracts since 09-29-2020 Board Meeting, Notice of Completion since 09-15-2020 Board Meeting, and Facilities Staff Cost Allocations. There were no questions.

Mr. Estrada inquired if Measure EE Funds could be used for PPE for COVID. Mr. Heinlein indicated no and shared the district is receiving special funding from the State for these items.

Mr. Schoenfeld asked to receive reports earlier to review prior to the COC Meeting. Mr. Heinlein said we will do.

Dr. Hawkins thanked the staff for all their hard work.

DISCUSSION/ACTION ITEMS

None

FUTURE AGENDA ITEMS

- Vote to elect members for subcommittee to prepare the Annual Report
- 19/20 year Financial Audit
- 19/20 year Performance Audit

ADJOURNMENT

Motion by Ms. Conwell, second by Mr. Estrada to adjourn the meeting at 6:58 p.m.

Adjournment
Vote: 8-0-0
Abstain: 0
Absent: 1 (Lin)

The next regular meeting of the Measure EE Citizens Oversight Committee will be held via Zoom Teleconference on Thursday, February 4, 2020 at 6:00 p.m.

Measure EE Citizens
Oversight Committee
Meeting
February 4, 2020

Approved February 4, 2021



[Collin Schoenfeld \(Feb 5, 2021 10:38 PST\)](#)

Collin Schoenfeld, Chairperson



[Nick Heinlein \(Feb 8, 2021 15:30 PST\)](#)

Nick Heinlein, Assistant Superintendent of Business