

# ***Twin Rivers USD Minutes***

## **Special Board Meeting and Workshop**

December 05, 2017 5:30 PM

Twin Rivers Unified School District Board Room

5115 Dudley Boulevard, Bay A

McClellan, CA 95652

### **Attendance Taken at 5:31 PM:**

#### Present:

Michael Baker  
Bob Bastian  
Basim Elkarra  
Linda Fowler  
Ramona Landeros  
Michelle Rivas  
Rebecca Sandoval

### **A. 5:30 P.M. CALL TO ORDER by the President**

#### Minutes:

President Michelle Rivas called the special board meeting and workshop to order at 5:31 p.m. in the boardroom.

Vice President Linda Fowler arrived at 5:35 p.m.

Administration Present: Steven Martinez, Ed.D., Superintendent; Bill McGuire, Deputy Superintendent, Administrative Services; and Sara Noguchi, Ed.D., Associate Superintendent, Innovation, Research and Design.

#### **1. Pledge of Allegiance Led by Trustee Ramona Landeros**

##### Minutes:

Trustee Ramona Landeros led the flag salute.

#### **2. Introduction of Interpreters**

##### Minutes:

Paul Barajas, Spanish Interpreter, and Oliver Thor, Hmong Interpreter, introduced themselves.

#### **3. Announce Opportunity for Public to Address the Board**

##### Minutes:

Trustee Baker announced that there were no speaker cards presented for public comments.

### **B. PERSONNEL RECOMMENDATIONS**

#### **1. APPROVE Personnel Recommendations**

**Motion Passed:** A motion was made to approve the Personnel Recommendations. Passed with a motion by Michael Baker and a second by Michelle Rivas.

Yes Michael Baker

Yes Bob Bastian  
Yes Basim Elkarra  
Absent Linda Fowler  
Yes Ramona Landeros  
Yes Michelle Rivas  
Yes Rebecca Sandoval

Minutes:

For the approved Personnel Recommendations matrix, contact the Human Resources Department.

### **C. CONSENT AGENDA**

**Motion Passed:** A motion was made to approve the Consent Agenda. Passed with a motion by Michael Baker and a second by Michelle Rivas.

Yes Michael Baker  
Yes Bob Bastian  
Yes Basim Elkarra  
Absent Linda Fowler  
Yes Ramona Landeros  
Yes Michelle Rivas  
Yes Rebecca Sandoval

Minutes:

Consent Agenda items were approved as follows:

#### **1. APPROVE Two Revised Job Descriptions - Director Nutrition Services and Early Childhood Education Paraeducator**

Minutes:

Approved - Two revised job descriptions - Director Nutrition Services and Early Childhood Education Paraeducator.

#### **2. APPROVE 2018-2019 Staffing Handbook**

Minutes:

Approved - 2018-2019 Staffing Handbook.

#### **3. APPROVE Routine Construction Contracts**

Minutes:

Approved - Routine Construction Contracts.

For the Routine Construction Contracts matrix, contact the General Services Department.

#### **4. AWARD of Contract - Orchard Ornamental Fence Project**

Minutes:

Approved - Award of contract for Orchard Ornamental Fence Project to Golden Bay Fence for \$93,372.40 as indicated on the bid summary and authorized the Superintendent or his designee to sign all authorized documents.

#### **5. AWARD of Contract - Village ECE Portable Project**

Minutes:

Approved - Award of contract for the Village ECE Portable Project to McCuen Construction for \$365,000.00 as indicated in the bid summary

and authorized the Superintendent or his designee to sign all authorized documents.

#### **D. BOARD WORKSHOP**

##### **1. Update on Parcels from 7-11 Committee**

Minutes:

Mr. McGuire reported that the Board of Trustees received a parcels update from the 7-11 Committee in a recent Board Communication and that additional information is available on the district's website. He presented and discussed the 14 parcels from the 7-11 Committee as follows: properties for disposal - 1. Ascot, 2. Bell Avenue, 3. Former Harmon Johnson Elementary School, 4. West 4th and Q Street (Thelma Clark Site), 5. West 4th and E Street (Dorcus Ryan), 6. Chuckwagon Park, 7. RAFT Building, 8. Del Paso Shop; and properties on hold - 1. New Police Services, listed as GMTI, 2. Taft Site (Maintenance & Operations Yard), 3. Aero Haven Elementary School (Play Field), 4. Grand Avenue Office Complex, 5. Fred K. Robinson Center (Dixianne Site), and 6. Rio Linda Elementary School (Former District Office and Multipurpose Room).

Mr. McGuire also reported that an appraisal of the properties had been done and the district would like to move forward on the disposal of the listed properties through the regulatory process in January, with completion by June 2018. All properties have been assessed at the best value. No action is requested at this time. He stated that the focus will be on the properties that can bring money into the district quickly. In the meantime, nothing will take place with the properties until the Board takes action. He stated that today's presentation is to provide information only. Mr. McGuire also shared information regarding surplus property.

President Rivas requested that the Superintendent move forward with a process to present the properties to the Board for discussion and action.

##### **2. Update on Polling Process and Discussion of Survey Questions**

Minutes:

Mr. McGuire introduced Miranda Everitt, who works with John Fairbanks of Fairbanks, Maslin, Maullin, Met & Association (FM3) and reported that FM3 did Twin Rivers' three polling surveys last year. A Board Communication was forwarded earlier to the Board with notice regarding questions asked in the last polling survey, along with survey results.

Ms. Everitt provided a detailed presentation, highlighting information pertaining to previous questions and issues from the Board and trends FM3 has seen in school bonds and school related issues over the last few years. This included the following information - FM3's history and record regarding the polling process and school bonds, noting that FM3 has a 95% win rate and has passed 124 California K-12 bond measures generating more than \$67 billion; services to be provided by Mr. Fairbanks and Ms. Everitt; statewide education funding measures; recent K-12 clients of FM3 in Twin Rivers' region; all November 2016 school bond wins; 2016 polling vs. results - the number, passage rate, and total amount raised by bonds increasing since 2008; the current political environment is helpful

for local school finance measures; polling for Long Beach USD's \$1.5 billion bond precisely matched the actual vote; in nearby San Juan USD support was highest for the largest bond amount; San Juan's measure polled consistently near 75%, which was reflected at the ballot box; polling reflected actual results; likely voter modeling - FM3's consumer data match provides the most accurate survey research due to successful outreach to respondents; Twin Rivers registered voters likely for June 2018 and November 2018; benefits of a November model for turnout; the voter survey process - revenue measure planning for initial research to assess needs and funding options and to assess voter attitudes (baseline survey), to build support, communicate with public, and develop coalition, to reassess voter attitudes (tracking survey), to refine measure and put it on the ballot, to communicate with public; and to win; survey goals - to determine willingness to support local school facilities bond measure, identify the maximum bond authorization and tax rate voters will support, work with bond counsel to determine specific ballot language to maximize voter support, assess voters' understanding of the District's current financial status, evaluate perception of the District's financial and facilities needs, identify voter priorities for school construction projects to be funded by potential bond measures, and determine the most effective themes and messages for building and solidifying support for the bond measure; a typical research timeline within five weeks and ongoing; Twin Rivers 2016 survey review - two-thirds saw a need for additional local school funding; the first ballot measure tested Oct./Nov. 2015 for classroom and school safety/repair measure; more than seven in ten backed a \$230 million bond measure for the entire District; high school and middle school bond measure tested Feb./March 2016 Measure 1A, Twin Rivers middle school and high school repair and student safety measure; asked shall the Twin Rivers Unified School District issue \$148 million in bonds at legal rates, with independent audits, citizens' oversight, and all funds used locally; the pattern of support was very similar for a smaller measure focused on the high schools; Feb./March 2016 polling vote patterns middle/high school measure; middle school and high school bond measure tested June 2016 for neighborhood middle school and high school repair and student safety measure; asked shall the Twin Rivers Unified School District issue \$148 million in bonds at legal rates, with independent audits, citizens' oversight, and all funds used locally; revisiting the \$148 million middle and high school measure yielded the same three-quarters support; June 2016 polling vote patterns middle and high school measure; elementary school bond measure tested Feb./March 2016; Measure 1 B, the Twin Rivers Unified School District elementary school repair and student safety measure; asked shall the Twin Rivers Unified School District Elementary School Facilities Improvement District issue \$140 million in bonds at legal rates, with independent audits, citizens' oversight, and all funds used locally; the elementary school measure also has significant and strong support; Feb./March 2016 polling vote patterns elementary school measure; elementary school bond measure tested June 2016; asked shall the Twin Rivers Unified School District Elementary School Facilities Improvement District issue \$140 million in bonds at legal rates, with independent audits, citizens' oversight, and all funds used locally; again, more than seven in ten backed the elementary-school only measure; June 2016 polling vote patterns elementary school measure; 2018 survey questions and voter priorities for local school finance measures - almost always - enough funding to meet your needs, fiscal accountability, retain/attract quality teachers,

vocational/job/career education, classroom technology/science labs, after school programs that help kids stay out of trouble, quality education for all students, school/student safety, and reducing overcrowding; sometimes - sunset clauses, arts and music education, physical education, early childhood education, energy efficiency, replacing portable classrooms, accessibility for the disabled, 21st century learning, and maintaining/reducing class sizes; almost never - modernization, facilities, swimming pools, gyms and athletic fields, tracks, stadiums, STEM/STEAM, joint community use, and administrative buildings; and shared example of survey results guided revisions to the 75-word ballot label summary for Fresno USD's bond.

Trustee Elkarra asked if there was a campaign against the bond measure for San Juan. He also asked if percentages are accurate in the great need and some need categories when reporting that two-thirds of the voters saw a need for additional local school funding in Twin Rivers.

Ms. Everitt stated that she doesn't believe there was a campaign against San Juan and that campaigns against a school bond measure rarely happens. She also reported that the percentages are accurately reflected on the great need and some need matrix.

Trustee Sandoval asked if the Board would be required to go to a November election for Trustees due to a change by California lawmakers.

Ms. Elveritt stated that she's not sure about that question. She reported that having a measure on the ballot at the same time as a school board election is usually positive. She also reported that voters were asked about Twin Rivers' finances and previous bonds. It was noted that the voters cared about this information but would still vote in support of a school bond measure. She further reported that during a polling survey, all voters have the potential of being called as they are randomly surveyed, except Board members and district staff who are excluded because their opinions are known.

President Rivas thanked Ms. Everitt for her presentation.

### **3. Approved and Proposed Projects      Update on Remaining State Modernization Projects**

Minutes:

Mr. McGuire presented the proposed and approved projects for the 2018-2019 school year, chosen by the Board of Trustees at the special Board meeting and workshop of October 25, 2016. He reported that a lot of work has been completed; however, there also remains a lot of work to be done. Projects include roofing, paving, school painting, portable installations, HVACs, a fireplace at Grant, shade structures, greenhouses, and district-wide energy projects from Prop 39. There were 27 modernization projects called Mission Possible; some were ejected due to lack of funds. He stated that the district will pursue every bit of state funding as possible for the rest of the projects. 2019 projects will include a cafe enclosure. He further shared that the district is out of local money, which presents a problem. The \$16 million has been used up and the \$25 million needed from the State is a long way off. For a project at Del Paso Elementary, the money will not become available to the district until 2020 and at other schools, not until 2022. Prop 51 passed. There is

\$91 billion and the Governor is not in favor of bonds or of selling bonds. This, unfortunately, puts the projects on hold.

Mr. McGuire reported that a lot of work had to be done for Prop 51 funding. He updated the Board regarding funding and lack of funding for CTE classes and woodshop work at Rio Linda High and noted the importance of getting the modernization projects completed.

#### **4. Project Delivering Methods**

Minutes:

Kimbely Barnett, Executive Director of General Services, addressed the Board in detail regarding facility projects, delivering methods, bidding methods, contractor qualifications and prequalification process, the district's contract with Colbi Technologies to provide a web-based process for prequalification called Quality Bidders, California Uniform Public Construction Cost Accounting (CUPCCA), CUPCCA contractor qualifications, Public Works bidding, non Public Works projects and HVAC repair, CUPCCA bidding process, informal bidding method, CUPCCA back-flow repair project, CUPCCAA method for carpet replacement project, CUPCCAA method benefits, Lease-Leaseback method (LLB), updated ED Code & legal counsel advise regarding RFP notice, the difference between lease-leaseback and traditional Public Works bid, benefits of LLB, HVAC replacement project using LLB, how a general contractor is selected, LLB best value score sheet, emergency repairs and replacement projects, and emergency projects for fires.

Mr. McGuire explained the process used to award a contract for the emergency fire at Vineland.

Ms. Burnett provided information about what constitutes an emergency repair, using the Wurlitzer organ at Grant as an example.

Discussion and inquiry ensued among the Board of Trustees regarding the Lease-Leaseback method.

Mr. McGuire expounded on the statewide industry standards used in construction for prequalification of contractors, including their liquidity and amount of cash. He also reported that if a project goes over bid, due to extensive damage found during the project and a change order is needed, the district attempts to negotiate a fair price first (under 10%) that would benefit the district and compensate the contractor. If a quote comes in too high, the change order can be rebid. If the change order goes over 10% Sacramento County Office of Education will look at the contract and the approved change order before releasing a warrant to the contractor. He also shared the fingerprinting process for contractors on campus for superintendents and managers as assisted by the Human Resources Department for clearance.

Trustee Landeros asked how many contractors are local.

Ms. Burnett stated that she would forward the information in a Board Communication. She also shared the process used by the district to ensure fair bidding.

## **5. Timeline to a Successful Bond Election - November 2018**

Minutes:

Mr. McGuire presented a recommended timeline to the Board of Trustees to a successful bond election in November 2018 as outlined as follows: November 2017, update current assessed value, tax rates and master plan projection; December 2017, review polling process and current projects; January 2018, finalize timeline for action steps, identify priority projects; February 2018, conduct voter opinion poll; March 2018, development final language for ballot measure; April 2018, Board of Trustees pass resolution to put bond election on the ballot; July 2018, establish an election committee; August 2018, campaign on your own time; September 2018, campaign on your own time; and November 6, 2018, election day.

Mr. McGuire stated that this time frame outlines when things should happen if the Board of Trustees decides to move forward in November for a bond election.

## **6. Future Agenda Items**

Minutes:

Mr. McGuire outlined future agenda items the Board of Trustees would want to discuss at a workshop if moving forward with a November 2018 bond election. Future agenda items for discussions would include: establish a timeline to place a measure on the November 2018 ballot; complete a voter opinion survey of likely voters in November election; establish a priority project list; and establish a proposed general obligation bond amount and tax rate.

Mr. McGuire stated that when the Board determines the proposed general obligation bond amount and tax rate, the polling company will then conduct a polling survey to see how likely it is that the bond will pass. This information will be helpful when running a campaign and for the Board to determine whether or not to put a bond measure onto the ballot.

President Rivas stated, for the record, that if the Board determines a bond amount, the Board should be realistic about what's being promised to the voters. The amount should come down to projects that are most necessary and should be reflected when it comes to bidding. She doesn't want to tell the voters that the district will do something and find out later that the projects were underestimated. President Rivas further stated that she wants a process that is clear, transparent, and uses honest language; she doesn't want anything said to voters that isn't true in order to get a vote.

## **E. ANNOUNCEMENT OF NEXT MEETING**

Minutes:

President Rivas announced that the Board of Trustees will meet again, unless otherwise announced and approved by the Board of Trustees, on Tuesday, December 12, 2017, Regular Board Meeting 6:00 p.m. (closed session), 7:00 p.m. (public session) to be held at Twin Rivers Unified School District, 5115 Dudley Boulevard, Building A, McClellan, CA 95652.

**F. ADJOURN**

Minutes:

There being no further business, President Rivas adjourned the meeting at 7:10 p.m.

Respectfully submitted by,

Steven Martinez, Ed.D., Superintendent

Approved and ordered entered into the official proceedings of the school district on February 13, 2018.

**G. DECEMBER 5, 2017, MULTILINGUAL AGENDA**

Minutes:

Note: Agendas for the December 5, 2017, special board meeting and workshop were posted and made available to the public in English and in Spanish.

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Clerk of the Board