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**REGULAR MEETING OF THE  
CITIZENS' OVERSIGHT COMMITTEE OF THE  
DEL MAR UNION SCHOOL DISTRICT  
(MEASURE MM - APPROVED BY DISTRICT VOTERS ON NOVEMBER 6, 2018)**

**June 15, 2020  
5:30 p.m.**

The Measure MM Citizens' Oversight Committee (Committee) will attend, and participate in, this Committee meeting via teleconferencing. Pursuant to Executive Order N-29-20 issued by the Governor of the State of California, certain provisions of the Ralph M. Brown Act applicable to meetings of the Committee concerning teleconferencing have been suspended due to concerns relative to COVID-19 Coronavirus and public gatherings.

In line with State and local directives concerning physical distancing under the current emergency situation, this meeting of the Committee will be conducted by conference/video call only.

**THERE WILL BE NO PHYSICAL MEETING LOCATION FOR THIS COMMITTEE MEETING**

Please click the link below to join the webinar (Zoom videoconference platform):  
<https://delmarschools.zoom.us/j/83792228823>

Or iPhone one-tap :

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Webinar ID: 837 9222 8823

International numbers available: <https://delmarschools.zoom.us/j/83792228823>

Please see link under the heading AGENDA below for a link to written materials.

Persons wishing to address the Committee concerning items on the agenda are invited to do so when the item is addressed at the meeting. Please complete and submit the Request to Provide Public Input Form (see link below). When the Chairperson invites you to speak, the moderator will unmute your device. Please state your name for the record. In the interest of time and order, each speaker is allotted a maximum of three (3) minutes. When your speaking time expires you will be prompted with a 15-second warning, after which the moderator may mute your device.

For access to the Request to Provide Public Input Form please use the link below:  
<https://forms.gle/6mDjqXojRMzuZMuJ9>

This link to the Request to Provide Public Input Form will be available one hour prior to the meeting, beginning at 4:30 pm, Monday, June 15, 2020, in order to give the public an opportunity to complete a request to speak.

If you are unable to access the live link to the Request to Provide Public Input Form, please email Chris Delehanty at [cdelehanty@dmusd.org](mailto:cdelehanty@dmusd.org).

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## AGENDA

June 15, 2020

5:30 p.m.

Citizens' Oversight Committee website with downloadable written materials:

<https://www.dmusd.org/Page/8772>

A. CALL TO ORDER: 5:30 p.m.

Acting Chairperson: Robert E. Anslow, Esq.

B. ROLL CALL (Establishment of a Quorum)

Committee Members:

Neelum Arya	Vice President, Community-At-Large Representative
Ira Sharp	Clerk, Senior Citizens' Organization Representative
Kathy Huang	Business Community Representative
David Jackson	Taxpayer Organization Representative
Katie Hazen	Parent-Teacher Organization Representative
Sameer Vora	Parent of Enrolled DMUSD Student Representative
Fuxiao Xin	Community-At-Large Representative

C. PUBLIC COMMENTS

1. At this time, the Committee welcomes public comments. As set out in the Committee Policies, a total of 30 minutes is provided so members of the public can address the Committee. Speakers are limited to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken in response to public comments submitted. The Committee may: (1) acknowledge receipt of the information; (2) refer the matter to staff with no direction as to action or priority; and/or (3) direct that the matter be agendaized for a future meeting of the Committee.

For access to the Request to Provide Public Input Form please use the link below:

<https://forms.gle/6mDjqXojRMzuZMuJ9>

D. APPROVAL OF APRIL 20, 2020, MINUTES

E. PRESENTATION OF MEASURE MM, SERIES 2019 A, BOND PAYMENT LOG

F. MEASURE MM PROJECT PROGRESS UPDATE

G. DISCUSSION AND POSSIBLE ACTION(S) ON CITIZENS' OVERSIGHT COMMITTEE ELECTION OF CHAIRPERSON

H. DISCUSSION AND POSSIBLE ACTION(S) RELATIVE TO PROPOSED COMMITTEE MEETING SCHEDULE FOR 2020

1. Set date, time and place for the next meeting(s) of Citizens' Oversight Committee

I. COMMENTS FROM COMMITTEE MEMBERS

J. ADJOURNMENT

Compliance with the Requirements of California Government Code Section 54954.2 In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in this meeting, or if you need this agenda provided in an alternative format, please contact the District Office Administration at telephone (858) 755-9301 (as representative of the Committee) at least 72 hours in advance of the scheduled Committee meeting. Notification 72 hours prior to the meeting will assist the Committee and the District in making reasonable arrangements to accommodate your request.

Availability of Agenda Materials: Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Del Mar Union School District Citizens' Oversight Committee in connection with a matter subject to discussion or consideration at an open meeting of the Citizen's Overnight Committee(s) are available for public inspection at the District's website listed below. For meetings with attendance locations(s) if such writings are distributed to members of the Committee less than 72 hours prior to the meeting, they will be available in the District's Business Offices at the same time as they are distributed, except that, if such writings are distributed immediately prior to, or during, the meeting, they will be available in the District's Business Offices. If the meeting is conducted by teleconference only the writings/documents will be posted at Citizens' Oversight Committee website with downloadable written materials: <https://www.dmusd.org/Page/8772>



## MINUTES

### REGULAR MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE OF THE DEL MAR UNION SCHOOL DISTRICT (MEASURE MM - APPROVED BY DISTRICT VOTERS ON NOVEMBER 6, 2018)

**April 20, 2020**

**5:30 p.m.**

Citizens' Oversight Committee website with downloadable written materials:

<https://www.dmusd.org/Page/8772>

A. CALL TO ORDER: **5:30 p.m.**

Acting Chairperson: Robert E. Anslow, Esq.

B. DISCUSSION CONCERNING RECORDING OF CITIZENS' OVERSIGHT COMMITTEE MEETING AND PRESENTATION ON VIRTUAL/TELECONFERENCE MEETING PROCEDURES

**Mr. Delehanty presented on virtual/teleconference meeting procedures**

C. ROLL CALL (Establishment of a Quorum)

Committee Members Present:

Fuxiao Xin  
Ira Sharp  
Kathy Huang  
Katie Hazen  
Sameer Vora

Absent Committee Members:

David Jackson  
Neelum Arya

District Administrators/Staff Present:

Holly McClurg, Ph. D., Superintendent  
Cathy Birks, Assistant Superintendent, Business Services  
Chris Delehanty, Executive Director of Capital Programs  
Mark Pong, Director of Finance  
Michelle Bothe, Administrative Assistant, Business Services

D. PUBLIC COMMENTS

1. At this time, the Committee welcomes public comments. As set out in the Committee Policies, a total of 30 minutes is provided so members of the public can address the Committee. Speakers are limited to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken in response to public comments submitted. The Committee may: (1) acknowledge receipt of the information; (2) refer the matter to staff with no direction as to action or priority; and/or (3) direct that the matter be agendized for a future meeting of the Committee.

No public comments were made

E. APPROVAL OF FEBRUARY 3, 2020 MINUTES

On a motion by Ira Sharp, seconded by Katie Hazen and carried unanimously, the COC approved the minutes of the February 3, 2020 meeting as shown.

F. PRESENTATION OF MEASURE MM, SERIES 2019 A, BOND PAYMENT LOG

Mr. Pong presented on the budget and expenditures for the Del Mar Heights School Rebuild Project, Pacific Highlands Ranch School #9 Project, and Torrey Hills Field Upgrade Project as of March 31, 2020.

G. MEASURE MM PROJECT PROGRESS UPDATE

Mr. Delehanty presented an update on the Del Mar Heights School Rebuild Project, the Pacific Highlands Ranch School #9 Project, and future projects.

H. DISCUSSION AND POSSIBLE ACTION(S) ON CITIZENS' OVERSIGHT COMMITTEE ELECTION OF CHAIRPERSON

Mr. Anslow will continue to act as Acting Chairperson. This will continue to be a standing agenda item.

I. CONSIDERATION OF AND POSSIBLE ACTION ON CITIZENS' OVERSIGHT COMMITTEE ANNUAL REPORT FOR FISCAL YEAR 2018 – 2019

On a motion by Ira Sharp, seconded by Sameer Vora and carried unanimously, the COC approved the Annual Report for Fiscal Year 2018-2019.

J. DISCUSSION AND POSSIBLE ACTION(S) RELATIVE TO PROPOSED COMMITTEE MEETING SCHEDULE FOR 2020

1. Set date, time and place for the next meeting(s) of Citizens' Oversight Committee  
All members were not present to decide the next meeting date. Mr. Delehanty will send a Doodle poll for a June meeting.

K. COMMENTS FROM COMMITTEE MEMBERS

No comments were made by Committee Members.

L. ADJOURNMENT

Adjourned 6:32 p.m.

The foregoing Minutes of the April 20, 2020 have been reviewed and approved by the Citizens' Oversight Committee:

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Ira Sharp, Clerk



## 2018 General Obligation Bond Measure

### Measure MM Cumulative Project Expenditures as of May 31, 2020



**Del Mar Heights School Rebuild Project Budget**

Object Code	Description	Budget as of 3/31/20	Budget Adjustments	Revised Budget as of 5/31/20	Actual Expenditures 5/31/20	Balance
<b>FUNDING SOURCES:</b>						
	Proceeds from General Obligation Bond	56,062,500				
	<b>TOTAL FUNDS AVAILABLE</b>	<b>56,062,500</b>				
<b>EXPENDITURES:</b>						
<b>1. Site</b>						
6100-040	Surveying Costs	33,800	-	33,800	31,300	2,500
6100-052	Dept. of Toxic Substance Control Fees	6,000	-	6,000	1,774	4,226
6100-057	Environmental Costs	200,000	-	200,000	81,862	118,138
6100-060	Other Site Costs	2,500	8,645	11,145	11,145	(0)
<b>2. Planning</b>						
6200-001	Architect Fees	2,800,000	-	2,800,000	1,619,753	1,180,247
6200-020	Division of State Architecture Fees	400,000	-	400,000	341,652	58,348
6200-030	California Dept. of Education Fees	35,000	-	35,000	-	35,000
6200-040	Preliminary Tests	30,000	-	30,000	16,653	13,348
6200-050	Other Costs	105,000	-	105,000	698	104,302
<b>3. Construction</b>						
6200-070	Main Construction	43,625,000	-	43,625,000	-	43,625,000
6200-074	Other Construction	323,000	-	323,000	20,378	302,622
6200-076	Interim Housing	385,000	-	385,000	-	385,000
6200-080	Inspections	650,000	-	650,000	-	650,000
6200-090	Construction Tests	300,000	-	300,000	-	300,000
6400-000	Furniture and Equipment	3,250,000	-	3,250,000	-	3,250,000
6400-003	Technology	1,000,000	-	1,000,000	-	1,000,000
	Project Contingencies	2,917,200	(8,645)	2,908,555		2,908,555
	<b>TOTAL BUDGET</b>	<b>56,062,500</b>	<b>-</b>	<b>56,062,500</b>	<b>2,125,214</b>	<b>53,937,286</b>

**Del Mar Union School District**  
**2018 General Obligation Bond Measure MM**  
**Expenditures Through 5/31/20**

<b>Del Mar Heights School Rebuild Project Summary</b>								
Vendor	Description	Commitments as of 3/31/20	Additions	Commitments as of 5/31/20	Expenditures as of 3/31/20	Current Expenditures	Total Expenditures	Remaining Commitment
Air America Testing	Asbestos Survey & Abatement	20,966.00	-	20,966.00	8,971.00	-	8,971.00	11,995.00
Baker Nowicki Design Studio	Architect Fees	2,734,612.00	12,337.00	2,746,949.00	956,644.61	663,107.98	1,619,752.59	1,127,196.41
Bluebeam Inc	Software	698.00	-	698.00	698.00	-	698.00	-
California Geological Survey	Surveying	3,600.00	-	3,600.00	3,600.00	-	3,600.00	-
City of San Diego Dev. Svcs.	Other Site Costs	-	8,688.59	8,688.59	-	8,688.59	8,688.59	-
County of San Diego	CEQA Fee	2,456.75	-	2,456.75	2,456.75	-	2,456.75	-
Dept. of Toxic Substance Control	Environment Fee	1,500.00	273.93	1,773.93	1,500.00	273.93	1,773.93	-
Division of the State Architect	Plan Check Fees	-	341,651.65	341,651.65	-	341,651.65	341,651.65	-
Nova Services	Geotechnical Services	15,300.00	1,500.00	16,800.00	14,727.50	1,925.00	16,652.50	147.50
Placeworks, Inc	Environmental Consultant	81,868.00	64,906.00	146,774.00	81,862.33	-	81,862.33	64,911.67
San Diego Gas & Electric	Other Construction Costs	-	11,407.00	11,407.00	-	11,407.00	11,407.00	-
Snipes Engineering, Inc	Surveying	27,700.00	-	27,700.00	27,700.00	-	27,700.00	-
<b>Grand Total</b>		<b>2,888,700.75</b>	<b>440,764.17</b>	<b>3,329,464.92</b>	<b>1,098,160.19</b>	<b>1,027,054.15</b>	<b>2,125,214.34</b>	<b>1,204,250.58</b>

<b>Del Mar Heights School Rebuild Project Vendor Detail</b>				
Vendor	Description	Current Expenditures	Invoice #	Payment Date
Baker Nowicki Design Studio	Architect Fees	296,493.31	19009-00-09	2/29/2020
		32.48	19009-00-10	2/29/2020
		194,175.44	19009-00-11	3/31/2020
		30,226.28	19009-01-02	4/13/2020
		18,626.10	19009-02-02	4/13/2020
		64,715.00	19009-03-02	4/16/2020
		18,891.43	19009-01-03	4/23/2020
		18,626.10	19009-02-03	4/23/2020
		15,113.14	19009-01-04	5/29/2020
		6,208.70	19009-02-04	5/29/2020
	Subtotal	<u>663,107.98</u>		
City of San Diego Dev. Svcs.	Other Site Costs	8,688.59		5/29/2020
County of San Diego	CEQA Fee	(2,456.75)	JE 816761	5/15/2020
		2,456.75	200063	5/15/2020
	Subtotal	<u>-</u>		
Dept. of Toxic Substance Control	Environment Fee	273.93	19SM3792	4/20/2020
Division of the State Architect	Plan Check Fees	336,850.00	n/a	5/14/2020
		3,477.64	n/a	5/14/2020
		1,324.01	n/a	5/14/2020
	Subtotal	<u>341,651.65</u>		
Nova Services	Geotechnical Services	1,925.00	9307	4/23/2020
San Diego Gas & Electric	Other Construction Costs	11,407.00	300000325257	5/14/2020
<b>Grand Total</b>		<b>1,027,054.15</b>		

**Pacific Highlands Ranch School #9 Project Budget**

Object Code	Description	Budget as of 3/31/20	Budget Adjustments	Revised Budget as of 5/31/20	Actual Expenditures 5/31/20	Balance
<b>FUNDING SOURCES:</b>						
	Proceeds from General Obligation Bond	22,648,362				
	Other Funding Sources	47,397,638				
	<b>TOTAL FUNDS AVAILABLE</b>	<b>70,046,000</b>				
<b>EXPENDITURES:</b>						
<b>1. Site</b>						
6100-010	Land- Purchase	11,000,000	-	11,000,000	10,892,114	107,886
6100-040	Surveying Costs	33,600	3,066	36,666	36,666	0
6100-050	Site Support Costs	70,000	211	70,211	70,211	0
6100-051	Phase I Environ. Site Assessment Costs	6,900	-	6,900	6,892	8
6100-052	Dept. of Toxic Substance Control Fees	6,000	-	6,000	3,027	2,973
6100-060	Other Site Costs	72,500	-	72,500	-	72,500
<b>2. Planning</b>						
6200-001	Architect Fees	2,600,000	-	2,600,000	928,119	1,671,881
6200-020	Division of State Architecture Fees	350,000	-	350,000	-	350,000
6200-030	California Dept. of Education Fees	50,000	-	50,000	-	50,000
6200-040	Preliminary Tests	30,000	-	30,000	14,903	15,098
6200-050	Other Costs	55,000	-	55,000	-	55,000
<b>3. Construction</b>						
6200-070	Main Construction	45,920,000	-	45,920,000	-	45,920,000
6200-074	Other Construction	532,000	-	532,000	-	532,000
6200-080	Inspections	650,000	-	650,000	-	650,000
6200-090	Construction Tests	300,000	-	300,000	-	300,000
6400-000	Furniture and Equipment	3,750,000	-	3,750,000	-	3,750,000
6400-003	Technology	1,000,000	-	1,000,000	-	1,000,000
	Project Contingencies	3,620,000	(3,277)	3,616,723	-	3,616,723
	<b>TOTAL BUDGET</b>	<b>70,046,000</b>	<b>-</b>	<b>70,046,000</b>	<b>11,951,932</b>	<b>58,094,068</b>

**Del Mar Union School District  
2018 General Obligation Bond Measure MM  
Expenditures Through 5/31/20**

Pacific Highlands Ranch School #9 Project Summary								
Vendor	Description	Commitments as of 3/31/20	Additions	Commitments as of 5/31/20	Expenditures as of 3/31/20	Current Expenditures	Total Expenditures	Remaining Commitment
California Geological Survey	Surveying	3,600.00	-	3,600.00	3,600.00	-	3,600.00	-
Chicago Title	Land Acquisition	-	10,892,114.00	10,892,114.00	-	10,892,114.00	10,892,114.00	-
City of San Diego Dev. Svcs.	Surveying	-	10,915.88	10,915.88	-	10,915.88	10,915.88	-
County of San Diego	CEQA Fee	-	2,456.75	2,456.75	-	2,456.75	2,456.75	-
Dept. of Toxic Substance Control	Environmental Fee	3,027.22	-	3,027.22	3,027.22	-	3,027.22	-
DUDEK	Phase I Environ. Rpt	6,900.00	-	6,900.00	6,892.46	-	6,892.46	7.54
Nova Services	Geotechnical Services	15,300.00	-	15,300.00	14,452.50	450.00	14,902.50	397.50
OBR Architecture, Inc	Architect Fees	2,382,620.00	11,100.00	2,393,720.00	785,461.79	142,657.20	928,118.99	1,465,601.01
Placeworks, Inc	Environmental Consultant	69,365.00	-	69,365.00	67,070.93	683.06	67,753.99	1,611.01
Snipes Engineering	Surveying	21,400.00	750.00	22,150.00	19,400.00	2,750.00	22,150.00	-
<b>Grand Total</b>		<b>2,502,212.22</b>	<b>10,917,336.63</b>	<b>13,419,548.85</b>	<b>899,904.90</b>	<b>11,052,026.89</b>	<b>11,951,931.79</b>	<b>1,467,617.06</b>

Pacific Highlands Ranch School #9 Vendor Detail Summary				
Vendor	Description	Current Expenditure	Invoice #	Payment Date
Chicago Title	Land Acquisition	25,000.00	n/a	2/19/2020
		10,867,114.00	n/a	5/12/2020
		<b>Subtotal</b> 10,892,114.00		
City of San Diego Dev. Svcs.	Surveying	10,588.79	n/a	5/18/2020
		327.09	n/a	5/18/2020
		<b>Subtotal</b> 10,915.88		
County of San Diego	CEQA Fee	2,456.75	JE 816761	5/15/2020
Nova Services	Geotechnical Services	450.00	9306	4/23/2020
OBR Architecture, Inc	Architect Fees	142,657.20	06-12	4/16/2020
Placeworks, Inc	Environmental Consultant	683.06	71643	4/23/2020
Snipes Engineering	Surveying	2,750.00	24745	4/6/2020
<b>Grand Total</b>		<b>11,052,026.89</b>		

**Torrey Hills School Field Upgrade Project Budget**

Object Code	Description	Budget as of 3/31/20	Budget Adjustments	Revised Budget as of 5/31/20	Actual Expenditures 5/31/20	Balance
<b>FUNDING SOURCES:</b>						
	Proceeds from General Obligation Bond	550,000				
	<b>TOTAL FUNDS AVAILABLE</b>	<b>550,000</b>				
<b>EXPENDITURES:</b>						
<b>Land Improvements</b>						
6170-001	Architect Fees	105,482	-	105,482	60,673	44,809
6170-070	Main Contractor	388,347	(50)	388,297	-	388,297
6170-000	Other Project Costs	6,171	50	6,221	6,221	-
	Project Contingencies	50,000	-	50,000	-	50,000
	<b>TOTAL BUDGET</b>	<b>550,000</b>	<b>-</b>	<b>550,000</b>	<b>66,894</b>	<b>483,106</b>

**Del Mar Union School District  
2018 General Obligation Bond Measure MM  
Expenditures Through 5/31/20**

<b>Torrey Hills School Field Upgrade Project Summary</b>								
<b>Vendor</b>	<b>Description</b>	<b>Commitments as of 3/31/20</b>	<b>Additions</b>	<b>Commitments as of 5/31/20</b>	<b>Expenditures as of 3/31/20</b>	<b>Current Expenditures</b>	<b>Total Expenditures</b>	<b>Remaining Commitment</b>
Baker Nowicki Design Studio	Architect Fees	105,482.00	-	105,482.00	-	60,672.85	60,672.85	44,809.15
County of San Diego	CEQA Fee	-	50.00	50.00	-	50.00	50.00	-
Division of the State Architect	DSA Plan Check Fees	6,171.00	-	6,171.00	6,171.00	-	6,171.00	-
<b>Grand Total</b>		<b>111,653.00</b>	<b>50.00</b>	<b>111,703.00</b>	<b>6,171.00</b>	<b>60,722.85</b>	<b>66,893.85</b>	<b>44,809.15</b>

<b>Torrey Hills School Field Upgrade Project Vendor Detail</b>				
<b>Vendor</b>	<b>Description</b>	<b>Expenditure</b>	<b>Invoice #</b>	<b>Payment Date</b>
Baker Nowicki Design Studio	Architect Fees	21,096.40	20003-00-01	5/21/2020
		39,555.75	20003-00-02	5/29/2020
		20.70	20003-00-03	5/29/2020
	Subtotal	<u>60,672.85</u>		
County of San Diego	CEQA Fees	50.00	n/a	5/26/2020
<b>Grand Total</b>		<b>60,722.85</b>		

**Del Mar Hills Academy Field Upgrade Project Budget**

Object Code	Description	Budget as of 5/31/20	Actual Expenditures 5/31/20	Balance
<b>FUNDING SOURCES:</b>				
	Proceeds from General Obligation Bond	550,000		
	<b>TOTAL FUNDS AVAILABLE</b>	<b>550,000</b>		
<b>EXPENDITURES:</b>				
<b>Land Improvements</b>				
6170-001	Architect Fees	115,296	3,900	111,396
6170-070	Main Contractor	377,704	-	377,704
6170-000	Other Project Costs	7,000	-	7,000
	Project Contingencies	50,000	-	50,000
<b>TOTAL BUDGET</b>		<b>550,000</b>	<b>3,900</b>	<b>546,100</b>

Del Mar Union School District  
 2018 General Obligation Bond Measure MM  
 Expenditures Through 5/31/20

Del Mar Hills Academy Upgrade Project Summary								
Vendor	Description	Commitments as of 3/31/20	Additions	Commitments as of 5/31/20	Expenditures as of 3/31/20	Current Expenditures	Total Expenditures	Remaining Commitment
Baker Nowicki Design Studio	Architect Fees	115,296.00	-	115,296.00	-	3,900.00	3,900.00	111,396.00
<b>Grand Total</b>		<b>115,296.00</b>	<b>-</b>	<b>115,296.00</b>	<b>-</b>	<b>3,900.00</b>	<b>3,900.00</b>	<b>111,396.00</b>

Del Mar Hills Academy Field Upgrade Project Vendor Detail				
Vendor	Description	Expenditure	Invoice #	Payment Date
Baker Nowicki Design Studio	Architect Fees	3,900.00	20002-00-01	5/21/2020
<b>Grand Total</b>		<b>3,900.00</b>		