

The Bond Oversight Committee met September 17, 2019 at 6:00 p.m. in the conference room at the district's Mountain View site located at 5780 Hendrickson Road, Ferndale.

1. CONVENE

1.01 Call to Order

Riley Cornelsen called the meeting to order at 6:09 p.m.

1.02 Roll Call of Committee Members

Committee members present: Riley Cornelsen, Anya Milton, Mark Harting, Sandi McMillan, Bo Smith, Adam Rustad and Brian Lynch. Alternate member Dan Cornelsen was not present.

Also present were Ferndale School District Assistant Superintendent Mark Deebach, Construction Services Group Representative Tex Ladish, Ferndale School Board Member Andrew McLaurin and Ferndale School District Communications and Community Engagement Director Erin Vincent.

1.04 Adopted the Agenda

Anya Milton pointed out that she and Riley revised the format of the agenda based on the committee's bylaws.

Mark Harting moved to adopt the agenda. Anya Milton seconded the motion. Motion carried.

1.04 Approval of Minutes

Anya Milton moved to approve the minutes. Sandi McMillan seconded the motion. Motion carried.

2. PUBLIC COMMENT

2.01 Receive Public Comment

No comments were received.

It was observed that not many people are attending the committee meetings. Bo Smith asked about how the dates, times and locations for meetings are advertised. Erin Vincent said information is placed on the district's social media channels. Also, Bo suggested having a link on the district website for community members to submit a question to the committee. Committee members agreed that an online portal should be available on the website. Erin will add that to the committee's webpage. Questions received will be directed to the committee's president.

3. UNFINISHED BUSINESS

- 3.01 **Appoint Alternate Member to the Committee**
Committee members reviewed applications received for alternate member on the committee. Anya Milton suggested that she and Riley Cornelsen meet with the top two or three candidates, talk with them about the expectations and logistics for the committee, and then schedule interviews with each of them and all committee members.

Committee members agreed to the above suggestion. Interviews will take place October 22, 2019 beginning at 5:30 p.m. Members agreed to interview candidates Devlin Sturdavent and Cathy Raymond. Riley Cornelsen will contact the candidates.

- 3.02 **Discuss how we Communicate with the Public**
Continuing their discussion from their August meeting, the committee talked about outreach to and engagement of the community. Anya Milton said the committee is focused on inclusivity and doing its due diligence to inform the community about its work with constituents.

Members discussed placing articles in newsletters, placing the dashboard on the website and scheduling town hall or other meetings in the community.

Further discussion on this topic will be scheduled for the committee's October meeting.

- 3.03 **Receive Update on Business Sponsorships of District Programs and Projects**
Mark Deebach reported the district is working to develop sample policy to take to the school board for review.

- 3.04 **Review Sale of Bonds**
Members reviewed and discussed the sale of bonds. Sandi McMillan asked if the district has a debt policy that contains best practices when it comes to incurring debt and selling bonds. Mark Deebach said the district does not have a policy. Sandi offered to develop a sample policy to be brought back to the committee.

Adam Rustad questioned the timing of the sale. Mark Deebach said conditions were favorable, the district needs the money to begin work on the projects and the district will earn interest on funds until their use.

Sandi McMillan said she would like to review what the Design Advisory Committee is working on. A review by the committee of that work is stated in the Bond Oversight Committee's bylaws.

- 3.05 Update on Development of Dashboard for Work of the Committee and Discussion about Reporting and Connecting to the Community
Committee members looked at the proposed dashboard for the website.

Bo Smith asked what kinds of public outreach have occurred for discussing state match dollars for the high school bond project. Mark Deebach said it is more than likely the district will receive some state match, but at this point the district does not know what amount that will be. He stated the intent from the Bond Task Force for using those funds was to go toward cost overruns and contingency projects.

Erin Vincent said the district has not talked about the state match except for the fact that the district is working on applying for state match. We've done through the weekly bond updates.

Anya suggested that the graph on the dashboard not include the figure for state match. The dashboard should contain basic information that the average person can understand. Committee members agreed.

Sandi McMillan requested that the expenditure sheet be formatted the same as it was presented initially by Heidi Hanson.

Mark Harting moved to approve the dashboard with the omission of "state match" from the graph, and to reflect where money has been spent for other projects in addition to the high school. Bo Smith seconded the motion. Motion carried.

- 3.06 Presentation of Master Schedule for Critical Needs Work
Tex Ladish reviewed the master schedule spreadsheet for critical needs work.

Sandi McMillan noted that roofing issues have been attributed to lack of maintenance. She asked if there were any differences in what Zervas Architects had originally projected for improvements in this area compared to what is actually being determined during the more thorough evaluation of the roofs. Tex Ladish said the estimates are coming in higher than projected. The district is looking at how much it can do in the most economical way. Mark Deebach added that based on estimates, to repair

and/or replace all the roofs in question, it would take all of the bond critical needs dollars and all of the district maintenance general fund dollars to complete.

Committee members agreed this schedule should be kept up to date and available as a public document.

- 3.07 Review and Discuss our Report to the School Board which will be presented to the School Board at its October 15, 2019 Meeting
Due to time constraints, Anya Milton suggested that committee members email she and Riley Cornelsen with any input they have to go into the quarterly report to the school board. Once input is received, Anya and Riley will compile it into a report and send it to all committee members for review.

- 3.08 Review our Bylaws and Discuss how we will Adhere to them and Fulfill Our Duties
Committee members reviewed their bylaws.

Mark Harting said through our bylaws, we have the option to vote on whether we agree or disagree with a decision that the district has made with regard to the bond projects. Even though the committee vote does not have any bearing on a decision made by the district, the process does create a public record.

Sandi McMillan asked if the school board was expected to make any changes to GC-5 when we meet on October 15. Andrew McLaurin replied no, they do not.

- 3.09 Sharing the Work of the Design Advisory Committee
Erin Vincent shared the work of the DAC. She said they are in the middle of the formal design process for the high school. Opportunities for constituents to have input into the design are being offered. The committee is touring schools. A meeting is set for next week to meet with members of the Ferndale Chamber of Commerce. There will be a public event held prior to the high school football game on Friday this week.
- 3.10 Answer any Questions Regarding Levy Discussion from Last Meeting
Andrew McLaurin reported about 30 people attended the meeting to learn about the levy—changes at the state level, increasing the levy lid, elimination or not of programs. Both perspectives on the topic were presented. The final outcome from both sides was that the district needs to be transparent and share information on a regular basis. This matter will be discussed by the school board at its next board meeting.

4. NEW BUSINESS

4.01 District Comments/Input

- a. Review Bond Related Spending for August 2019
Sandi McMillan restated going back to the original report format.

Mark Deebach reported that some bond funds were used to pay for election costs.

Sandi McMillan volunteered to put together a "Bond 101" information sheet and bring it to the committee for review.

- b. Receive an Update on Items Related to the Bond from Ferndale School District and Construction Services Group:
- Ferndale High School
 - Critical Maintenance Needs

Tex Ladish presented the monthly project report.

Brian Lynch noted the Geotech report and asked if anything new has arisen from the site investigation. Tex Ladish said not, everyone is working to find the best location for the new school building.

Sandi McMillan asked if the district has a cultural protocol. Tex Ladish said yes, people are familiar with what to do should there be some kind of archeological finding.

Anya Milton asked for an update on the fire alarm panels. Tex Ladish said that Maintenance Director Jamie Plenkovich will be communicating with the fire marshall about this project. Riley Cornelsen noted the district may be able to save costs if it can utilize its small works roster and package the items in biddable form. Mark Deebach said the district is reviewing on whether or not to package the items or keep them as stand-alones.

6. ADJOURNMENT

The meeting adjourned at 8:19 p.m.

The next meeting of the committee is scheduled for October 22, 2019. The agenda and materials for the meeting will be available to the committee for review one week in advance of the meeting. Also, the committee will present its first quarterly report to the school board at a meeting scheduled for October 15, 2019.