

APPROVED



## Magnolia Public Schools

### Minutes

#### Regular Facilities/Audit Committee Meeting

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**Date and Time**

Wednesday December 5, 2018 at 7:30 PM

**Location**

MPS Home Office: 250 E. 1st St. Ste. 1500 Los Angeles, CA 90012- Conference Room

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Committee Members who joined remotely participated from the locations stated below.

- MSA San Diego - 6365 Lake Atlin Ave., San Diego, CA 92119 (Dr. Salih Dikbas)

Facilities Committee Members

Ms. Charlotte Brimmer, Chair

Dr. Umit Yapanel

Dr. Salih Dikbas

Mr. Haim Beliak

Dr. Saken Sherkhanov (alternate)

CEO and Superintendent

Mr. Alfredo Rubalcava

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**Committee Members Present**

C. Brimmer, H. Beliak, S. Dikbas (remote), S. Sherkhanov

**Committee Members Absent**

U. Yapanel

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## I. Opening Items

### A. Call the Meeting to Order

C. Brimmer called a meeting of the Audit/Facilities Committee of Magnolia Public Schools to order on Wednesday Dec 5, 2018 at 7:59 PM.

### B. Record Attendance and Guests

S. Sherkhanov, joined as an alternate committee member in replacement of U. Yapanel.

### C. Public Comments

There were no public comments.

### D. Approval of Agenda

C. Brimmer made a motion to approve the agenda as presented.

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### Roll Call

S. Dikbas	Aye
C. Brimmer	Aye
H. Beliak	Aye
U. Yapanel	Absent
S. Sherkhanov	Aye

### E. Approval of Minutes from Regular Facility Committee Meeting- October 10, 2018

C. Brimmer made a motion to approve minutes from the Regular Facilities Committee Meeting on 10-10-18 Regular Facilities Committee Meeting on 10-10-18.

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### Roll Call

U. Yapanel	Absent
S. Sherkhanov	Aye
C. Brimmer	Aye
H. Beliak	Aye
S. Dikbas	Aye

## II. Approval Recommendation Items Related to Audits

### A. Approval Recommendation of 2017-18 MPS Audit Reports

This item was previously taken to the Finance Committee for discussion and the committee recommended its approval, this was also discussed with the Facility Committee Chair, C. Brimmer. N. Montijo, MPS Chief Financial Officer (CEO), informed

the committee that this was the second year that Magnolia Public Schools received a clean audit. M. Miller, Audit Partner from Vavrinek, Trine & Day & Co., LLP, introduced himself to the committee members and made himself available for any questions. Due to the previous information and discussion with committee members there was no discussion on this item.

C. Brimmer made a motion to approve the Financial Audit Report for fiscal year 2017-18 of all ten (10) schools and the consolidated audit including the home office.

H. Beliak seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

H. Beliak	Aye
U. Yapanel	Absent
S. Dikbas	Aye
C. Brimmer	Aye
S. Sherkhanov	Aye

**III. Approval Recommendation Items Related to Facilities**

**A. Approval Recommendation of MSA 1 Cabling Vendor and Contract**

R. Monoshev, MPS IT Director, presented the MSA-1 cabling item to the committee. He went over the RFP process and explained who was in the evaluation committee and what the committee looked at to reach their recommendation. Committee members asked questions that staff addressed. The presented motion was changed slightly before moving. H. Beliak, Committee Member presented his concerns regarding the cost of this purchase, there was no further discussion.

C. Brimmer made a motion to award the winning bid for cabling systems to Digital Synergy and the award for the bell system to ProAcoustics according to vendor evaluation matrix and adopt the purchase of equipment and cabling services for Magnolia Science Academy (MSA)-1 operating within the approved budgeted amounts. Should there be a similar need for any other Magnolia Public Schools (MPS), the approved vendor, machine model, and pricing per unit will be used between dates July 1st, 2018 – June 30th, 2020.

S. Sherkhanov seconded the motion.

The committee **VOTED** to approve the motion.

**Roll Call**

S. Sherkhanov	Aye
S. Dikbas	Aye
U. Yapanel	Absent
H. Beliak	No
C. Brimmer	Aye

**B. Approval Recommendation of PrimeSource Invoice and Payment**

P. Ontiveros, MPS General Counsel and Facilities Director, gave an overview of the PrimeSource invoice being presented for approval. He explained the work that had to be done in order to complete projects on time, this payment had previously been discussed in past committee/board meetings. C. Brimmer, Facility Committee Chair, asked questions regarding her concerns with the current contract with this construction manager. M. Sahin, MSA-1 Principal, addressed some of the questions committee members had. There was a lengthy discussion on this item.

S. Sherkhanov made a motion to recommend that the full Board of Directors of MPS (the "MPS Board") approve the payment to PrimeSource Project Management LLC ("PrimeSource") of \$24,862.40 for work performed to date on both MSA-1's new construction project at 18220 Sherman Way and its rehabilitation investigation project for the existing building at 18238 Sherman Way (together, the "Project"). The amount of this payment is above the estimated contract amount reflected in the PrimeSource and MPS contract for professional construction management services.

H. Beliak seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

C. Brimmer	Aye
U. Yapanel	Absent
S. Sherkhanov	Aye
H. Beliak	Aye
S. Dikbas	Aye

**C. PrimeSource Report and Approval Recommendation of Amended Contract**

This item was postponed, the committee directed P. Ontiveros to connect with PrimeSource to discuss pending issues and to make a recommendation to the committee on how they should proceed with this item during a future meeting. No actions were taken.

**D. Approval Recommendation of Work Order #3 for Work by Oltmans at Existing MSA 1 Building**

P. Ontiveros, MPS General Counsel and Facilities Director, briefly explained to the committee what the proposed motion was and for what work the approval would apply to. He addressed questions committee members had.

H. Beliak made a motion to recommend that the full Board of Directors of MPS (the "MPS Board") approve Work Order #3 in the amount of \$14,859.81 for work performed at the existing MSA-1 building by Oltmans Construction Company ("Oltmans").

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

U. Yapanel	Absent
S. Sherkhanov	Aye
S. Dikbas	Aye

**Roll Call**

H. Beliak      Aye  
C. Brimmer    Aye

**IV. Closed Session**

**A. Public Announcement of Closed Session**

C. Brimmer, Facility Committee Chair, announced that the committee would go into Closed Session to discuss the items stated on the agenda. B. Torres, MPS Board Secretary, publicly announced that the items in Closed Session would be one matter under anticipated litigation and one labor negotiations matter.

**B. Conference with Legal Counsel- Anticipated Litigation- One Matter**

This item was discussed in Closed Session.

**C. Personnel/Labor Negotiations: Price and Terms of Payment**

This item was discussed in Closed Session.

**D. Report Out From Closed Session**

C. Brimmer, Facility Committee Chair, announced in Open Session that the committee directed staff to discuss and come to an agreement with the involved contractor and will then present this information to the committee and full board. This was all that was reported out from Closed Session.

**V. Information Items**

**A. Presentation and Discussion from First Note (Vendor)**

First Note company members were in the meeting in person to re-introduce themselves to the committee members. They explained how they started working with Magnolia Public Schools (MPS) and how they work in connection with MPS staff. First Note staff went over their past and current work with other organizations and explained how they seek funding for their collaborators. C. Brimmer, Facility Committee Chair, requested a copy of the First Note contract and the site plans that First Note has created. She also told staff that she would like to visit LAUSD representatives to negotiate the needs of Magnolia schools who are on Prop 39 sites. She also wants to see each schools' site plans that First Note created. A. Rubalcava, MPS CEO and Superintendent explained the current efforts that are in place with Prop 39 sites and offered to explain this in more detail to committee members who would like to know more about the efforts that are in place. All questions were addressed and there will be a follow up email sent to committee members with the additional documentation requested.

**B. Facility Updates**

A written report was provided, there was no discussion.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:35 PM.

Respectfully Submitted,  
C. Brimmer