

**Friday Memo**  
**April 20, 2018**

**Upcoming Events – Matthew Duffy**

April 21: 2<sup>nd</sup> Annual Building Trades and Construction Fair, DeJean, 11:00 AM  
April 22: WASC Meet & Greet, Kennedy High School, 3:45 PM  
April 24: Annual Best Practices Conference, DeJean, 6:00 PM  
April 25: Agenda Setting, Superintendent's Office, 5:00 PM  
April 25: Board of Education Meeting, DeJean, 6:30 PM  
April 26: Richmond Chamber Breakfast for Business, DeJean, 7:30 AM  
April 26: Richmond PAL Scholarship Awards, DeJean, 6:00 PM  
April 30: Youth Commission, Helms, 6:30 PM  
May 1: DLCAP Committee, Kennedy Library, 6:3  
May 2: Board of Education Meeting, DeJean, 6:30 PM  
May 5: 13<sup>th</sup> Annual Cinco de Mayo Parade, Richmond Civic Center Parking Lot, 9:30 AM

**Next Week's Board Meeting – Matthew Duffy**

Closed Session for the April 25 meeting will begin at 5:00 PM.

**Bond Program Cash Projection – Report #13 as of February 28, 2018 – Lisa LeBlanc**

Please find attached Report #13, the bond program cash projection report to 2021. The Adjusted Cash Balance includes cash from Fund 21 (Building Fund) and Fund 35 (County Schools Facilities Fund). The cash balance includes funding received from the State Building Program for the Helms seismic project (\$5,341,000), together with receivables and payables.

Revenues of projected bond sales come from future issues of 2010 Measure D (\$130,000,000) and 2012 Measure E (\$120,000,000) anticipated in 2018 and 2020. Cost of issuance is estimated at \$500,000 each for the next two issues. Other revenues consist of projected interest income that includes \$16,000 received in February.

Budgeted and Project expense is a combination of committed costs and project budget balances for those projects authorized by the Board. The budgeted and projected expenses include program costs for program payroll estimates and program operating cost, including consultants, audits, attorneys and financial advisor fees.

This report includes notes as to the source of the information and will continue to be refined. Report #13 is a snapshot as to the estimated cash position as projects are approved by the Board of Education.

**Public Records Log – Marcus Walton**

Included in this week's memo is the log of public records requests received by the district. If you have any questions, please contact me.

**Media Stories of Note - Marcus Walton**

This week there has been significant coverage of the Landed announcement and Kennedy High School senior Samone Anderson. Attached are a few media stories that might be of interest. Television stories can be found at the following links:

West Contra Costa Unified School District  
*Office of the Superintendent*

1. <http://www.ktvu.com/news/new-partnership-to-help-keep-bay-area-educators-from-moving-in-search-of-affordable-housing>
2. <http://sanfrancisco.cbslocal.com/2018/04/12/school-district-partners-with-startup-to-help-teachers-buy-homes/>
3. <http://www.kron4.com/news/bay-area/east-bay-high-school-student-receives-20000-scholarship-from-footlocker/1128672126>
4. <https://mms.tveyes.com/Transcript.asp?StationID=2590&DateTime=4%2F15%2F2018+8%3A35%3A24+PM&Term=West+Contra+Costa+Unified&PlayClip=TRUE>
5. <https://mms.tveyes.com/Transcript.asp?StationID=2600&DateTime=4%2F12%2F2018+7%3A37%3A36+AM&Term=West+Contra+Costa+Unified&PlayClip=TRUE>



**West Contra Costa Unified School District  
Bond Program Financial Status  
As of February 28, 2018**

Report #13

**Cash Projection to June-2021**

		<b><u>Notes</u></b>
<b><u>Adjusted Cash Balance</u></b>	\$43,873,070	<b>1</b>
Projected Revenues		
Bond Sales 2010 Measure D	130,000,000	<b>2</b>
Bond Sales 2012 Measure E	125,000,000	<b>2</b>
Less: Cost of Issuance	(1,000,000)	<b>2</b>
Other Revenues	<u>3,024,000</u>	<b>2</b>
<b>Projected Available Funds</b>	<u>\$300,897,070</u>	
<b><u>Budgeted and Projected Expenses</u></b>		
Committed Costs	119,354,479	<b>3</b>
Budget Balance	<u>88,900,926</u>	<b>3</b>
	<u>208,255,405</u>	
<b>Projected Cash Balance June 2021</b>	<b><u>\$92,641,665</u></b>	

**Items Pending State Approval**

State Facility Grants Estimated Funding	\$ 21,477,946	<b>4</b>
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**Items Pending Board Approval**

Future Facilities Master Plan Projects	\$104,400,000	<b>5</b>
2022-2023 Estimated Central Cost	\$ 8,070,000	<b>6</b>
2022-2023 Estimated Other Revenue	\$ 1,008,000	<b>2</b>



**West Contra Costa Unified School District  
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As of February 28, 2018**

**Report #13**

**Note 1 Adjusted Cash Balance**

<b>Description</b>	<b>Amount</b>	<b>Comment</b>
Cash & Equivalents Building Fund 21	\$45,850,772	<b>A</b>
Cash & Equivalents County School Facilities Fund 35	5,368,974	<b>B</b>
Cash with Fiscal Agent (contract retentions)	6,103,362	<b>C</b>
Accounts Receivable	0	
Accounts Payable	(6,842,352)	<b>D</b>
Contract Retention	<u>(6,607,686)</u>	<b>C</b>
<b>Adjusted Cash Balance</b>	<b>\$43,873,070</b>	

**Comments**

A. This cash balance is reflective of financial data from MUNIS and should agree with Report 1, Note 16 less cash in Fund 35.

B. California School Facilities Grants are deposited into the County School Facilities Fund 35 and subsequently transferred to the Building Fund 21.

C. The new liability for vendor contract retentions billed, not paid, is the net of the Contract Retentions and Cash with Fiscal Agent. The amounts are reflective of financial data from MUNIS and are displayed on Report #1, Bond Program Key Performance Indicators (page 1) and on Note 15 of this same Report #1.

D. Accounts payable is reflective of financial data from MUNIS and are adjusted at June 30 fiscal year end.



**West Contra Costa Unified School District  
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As of February 28, 2018**

Report #13

**Note 2 Projected Revenues**

Fiscal Year	Bond Sales 2010 Measure D	Bond Sales 2012 Measure E	Less: Cost of Bond Issuance	Interest Earnings	Total
FY2018	65,000,000	60,000,000	(500,000)	336,000	124,836,000
FY2019				1,008,000	1,008,000
FY2020	65,000,000	65,000,000	(500,000)	672,000	130,172,000
FY2021				1,008,000	1,008,000
Sub-Totals	130,000,000	125,000,000	(1,000,000)	3,024,000	257,024,000
FY2022				672,000	672,000
FY2023				336,000	336,000
Sub-Total	-	-	-	1,008,000	1,008,000
<b>Grand Total</b>	130,000,000	125,000,000	(1,000,000)	4,032,000	258,032,000

The average issuance cost for the last two issues is \$451,646.

**Note 3 Budgeted and Projected Expenses**

Description	Note
Committed Expenses	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of contracts and purchase orders that have been issued but not yet paid.
Estimated Expenses	This number comes from Report # 2, Bond Program Spending by Site. This represents the amount of project budgets that have not been committed or paid. It assumes that the balance of each project budget will be spent.



**West Contra Costa Unified School District  
Bond Program Financial Status  
As of February 28, 2018**

Report #13

**Note 4 California State Facilities Grants**

Upon release of funds by the California State Allocation Board the State Controller prepares the checks which are then mailed to the County Treasurer for deposit into the District's bank account Fund 35 (County School Facilities Fund) and subsequently are transferred to Fund 21, Building Fund.

School	Funding	OPSC * Status	SAB ** Approval	SAB ** Funded	Amount
<b>Approved State Funding</b>					
King	Seismic	Unfunded Approval Under OPSC	1/18/2017	n/a	2,106,032
El Cerrito El Cerrito (Bld. E)	Seismic	Review Under OPSC	7/18-12/18	n/a	2,276,568
	Seismic	Review	7/18-12/18	n/a	204,936
Helms	Modernization	On Work List	7/18-12/18	n/a	81,498
Kennedy	Modernization	On Work List	7/18-12/18	n/a	1,005,433
Pinole Valley HS	Modernization	On Work List	7/20-12/20	n/a	<u>15,803,479</u>
				<b>Total</b>	<b><u>21,477,946</u></b>

Office of Public School Construction – OPSC  
State Allocation Board - SAB



**West Contra Costa Unified School District  
Bond Program Financial Status  
As of February 28, 2018**

Report #13

The Board of Education received the Implementation Plan with the draft Master Plan on June 15, 2016 and approved them unanimously. The Board approved Implementation Plan - Model one includes the following projects with the project cost, including inflation:

School	Project Type	R.O.M.
Ed Specs & School Size		200,000
Harmon Knolls	Soils Testing	100,000
Valley View ES	Critical Needs	1,150,000
Crespi MS	Critical Needs	3,100,000
Riverside ES	Critical Needs	6,900,000
Richmond HS	Critical Needs	15,100,000
Highland ES	Critical Needs	800,000
Grant ES	Critical Needs	900,000
Olinda ES	Critical Needs	1,000,000
Chavez ES	Critical Needs	600,000
Ohlone ES	Critical Needs	800,000
Harmon Knolls	Critical Needs	450,000
Fairmont ES	Critical Needs	3,000,000
Stege ES	Critical Needs	2,900,000
Wilson ES	RS Replacement	40,300,000
Lake ES	RS Replacement	500,000
<b>Sub Total</b>		<b>77,800,000</b>

**Note 5: FUTURE FACILITIES MASTER PLAN PROJECTS**

Cameron School	Critical Needs
Collins ES	Critical Needs
Hercules MS	Critical Needs
Hercules HS	Critical Needs
Kennedy HS	Critical Needs
Lake ES	RS Replacement
Shannon ES	Critical Needs
<b>Sub Total</b>	

**TOTAL IMPLEMENTATION PLAN MODEL 1**

**182,200,000\***

"These are 'Rough Order of Magnitude (R.O.M) Cost' estimates transcribed directly from the *Long Range Facilities Master Plan* (Section 7, Implementation Plan, page 111).

Darden Architects prepared 2016 Facilities Master Plan R.O.M estimates in early 2016. Based on this, one might reasonably expect significant cost escalation between the original estimates and their subsequent budget figures. \*In June 2016 the Board has approved \$181,800,000 FMP since then they added \$400,000 for Valley View (150,000) and Harmon Knolls (250,000).

**West Contra Costa Unified School District  
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**Note 6 Unbudgeted Central Services Expenses FY2022-2023**

<u>Description</u>	<u>Amount</u>
Salaries & Benefits	\$5,200,000
Services & Other Cost	<u>2,870,000</u>
	\$8,070,000



**Public Records Request Log 2017 - 2018**  
**Week Ending April 19, 2018**

	<b>Date of Receipt</b>	<b>Requestor</b>	<b>Requested Records/Information</b>	<b>Current Status</b>
56	3/22/18	Scott Rafferty	Communications regarding CVRA allegations	3/27/18 Email sent with DOCs & Links <b>Gathering/Reviewing Documents</b>
58	4/9/18	Anton Jungherr	Board of Education Resolution authorizing Measure B / June 8, 2004 Parcel Tax Elections	4/18/18 Documents sent via email <b>COMPLETED</b>
59	4/10/18	David Stephan	Invoices received by WCCUSD from Counsel relating to Amethod Public Schools for the 2017-2018 school year	4/10/18 Acknowledgement email sent
60	4/10/18	Bruce Colwell United Teachers of Richmond	Copies of requests regarding Certificated employees personnel records and/or information and Current list of Certificated Employees	4/13/18 Cancelled by Requester <b>COMPLETED</b>
61	4/16/18	Madeline Franklin	Documents pertaining to Tony Thurmond's tenure as WCCUSD Board Member / Any responses regarding Tony Thurmond	4/19/18 Documents sent via email <b>COMPLETED</b>
62	4/17/18	Scott E. Jenny Jenny & Jenny LLP, Attorneys	Pinole HS Project- Tree removal, trenching and hill excavation project between Subject Properties, 2059 Shea Drive and 2069 Shea Drive, Pinole CA	4/18/18 Acknowledgement email sent