

## ITEM 4A

### MINUTES

The Directors of the **North City West School Facilities Financing Authority** and Community Facilities District 1 & 2 of the North City West School Facilities Financing Authority held a **Regular Meeting** on **June 11, 2015** at Solana Beach School District Offices, 309 North Rios Avenue, Solana Beach, CA, 92075. (The letters "JPA" will be used in place of North City West School Facilities Financing Authority and the letters "CFD" will be used in place of Community Facilities Districts 1 & 2).

#### **1. CALL TO ORDER**

The meeting was called to order by Chairperson Dill at 2:38 p.m.

#### **ROLL CALL**

Directors: Eric Dill, Board Chairperson, San Dieguito Union High School District  
Nancy Lynch, Vice Chairperson, Solana Beach School District  
Holly McClurg, Director, Del Mar Union School District

#### **Quorum Achieved**

Other Personnel, Member Districts:

Caroline Brown, Solana Beach School District  
Carlos Estella, Solana Beach School District  
Terry Decker, Solana Beach School District

Administration: Mark Risco, Secretary & Executive Director, Willdan Financial Services  
Gladys Medina, Willdan Financial Services  
Bob Quaid, Willdan Financial Services

Guests: Tyron Dorward, Best Best & Krieger  
Warren Diven, Best Best & Krieger

#### **3. PLEDGE OF ALLEGIANCE**

#### **4. APPROVAL OF AGENDA**

Moved by Director Lynch, seconded by Director McClurg to approve the June 11, 2015 agenda  
Ayes: Lynch, Dill, McClurg. Motion Carried: 3:0:0

#### **5. APPROVAL OF MINUTES**

Moved by Director Lynch, seconded by Director McClurg to approve the minutes for the 3-12-15 Regular Meeting minutes.  
Ayes: Lynch, Dill, McClurg. Motion Carried: 3:0:0

#### **6. PUBLIC COMMENT**

There were no comments from the public.

## **7. BOARD DISCUSSION ITEMS**

- Director McClurg submitted questions to NCWJPA in regards of use of funds for school facilities on May 21, 2015.
- Willdan prepared response on June 10, 2015
- Overview of questions and response were as followed:
  - Funds restricted to expansion of Middle School for San Dieguito High School. Once complete, there is the ability to go back and reimburse for overruns in chronological order to all approved facilities in the Financing Agreement.
  - Facility Funding Agreement specifically states overruns may be paid to last three funded projects: Ocean Air Elementary, Solana Pacific and Caramel Valley Middle School. Willdan to show Director where overruns facilities are referenced in Facility Funding Agreement.
  - Land Acquisition Fund for Del Mar allowable uses: Land, Architectural/Engineer costs, does not fund construction costs. In order to access fund, must be one of the allowable uses, possibility exists of remaining funds contributing to overrun fund.
  - Master Plan Letter is presented to the City each year determining which schools would be funded; School District's determine this and may be edited.
  - The creation of CFD by the MKS development is yet to be determined where the funds would be allocated.
  - Adgendize for fall meeting.

## **8. ADJOURNMENT INTO CLOSED SESSION**

- Chairperson Dill adjourned to closed session at 2:56 p.m.
- Developing costs for new CFD are to be split in half by JPA and MKS, estimated to be under \$50k.

## **9. ADJORNMENT FROM CLOSED SESSION/RECOVENE REGULAR MEETING**

- Director Dill adjourned from closed session and reconvened open session at 3:00 p.m.

## **10. FINANCIAL REPORTS**

- 22 multi-family building permits have been pulled and will be included in fiscal year 2015/2016 levy.
- Delinquency rate well below 2%

## **11. EXECUTIVE DIRECTOR'S REPORT**

- Continuing Disclosure Report required by SCC to be filed by April 1<sup>st</sup> has been filed in a timely manner.
- Form 700 filings have been submitted on time as well as Executive Director's.
- Mitigation Fee Reporting requirement to be taken on beginning fiscal year 2015/2016 to ensure being in compliance.

## **12. ACTION ITEMS**

**A.** Motion by Director McClurg, seconded by Director Dill, to approve the Mitigation Agreement with MKS; and to direct staff to begin planning for new CFD formation.

Ayes: Dill, McClurg, Lynch. Motion Carried: 3:0:0

**B.** Motion by Director Lynch, seconded by Director McClurg, to approve NCWJPA Administrative Budget for Fiscal Year 2015/2016.

Ayes: Dill, McClurg, Lynch Motion Carried: 3:0:0

**C.** Director Lynch nominates Eric Dill as Chairperson, Doug Rafner as Vice Chairperson and Mark Risco as Secretary, seconded by Director McClurg.

Ayes: Dill, McClurg, Lynch Motion Carried: 3:0:0

**D.** Motion by Director McClurg, seconded by Director Lynch, to approve dates and times for Regular NCWJPA Meetings for Fiscal Year 2015/2016

Time: 2:30 p.m., unless otherwise noted

Location: Solana Beach School District conference room, unless otherwise noted  
309 North Rios Avenue, Solana Beach, CA 92075

Approved Regular Meeting Dates (for Fiscal Year 2015/16)

Thursday, September 10, 2015

Thursday, December 10, 2015

Thursday, March 10, 2016

Thursday, June 9, 2016

Ayes: Lynch, Dill, McClurg Motion Carried: 3:0:0

**E.** Motion by Director Lynch, seconded by Director McClurg, to approve Resolution No. 15-02 Levying the CFD No. 1 Special Taxes in the amount of \$8,327,840 for Fiscal Year 2015/2016.

Ayes: Lynch, Dill, McClurg Motion Carried: 3:0:0

**F.** Motion by Director Lynch, seconded by Director McClurg, to approve Resolution No. 15-03 Levying the CFD No. 2 Special Taxes in the amount of \$64,688 for Fiscal Year 2015/2016,

Ayes: Lynch, Dill, McClurg Motion Carried: 3:0:0

**G.** Motion by Director Lynch, seconded by Director McClurg, to approve Resolution 15-04 appointing representatives and alternates to the San Diego County Schools Risk Management JPA.

Ayes: Lynch, Dill, McClurg Motion Carried: 3:0:0

Chairperson Dill stated once representatives are appointed, no longer to re-approve each year.

**H.** Motion by Director Lynch, seconded by Director McClurg, to approve signature authority for Fiscal Year 2015/2016 the following: Office of Education warrants and mail; Wells Fargo Zero Balance account; San Diego County Treasurer fund transfers; and Trustee (US Bank) bond fund.

Ayes: Lynch, Dill, McClurg Motion Carried: 3:0:0

### **13. OTHER**

- No discussion.

### **14. ADJORNMENT OF MEETING**

- Moved by Director Lynch, seconded by Director McClurg to adjourn meeting.
- Ayes: Lynch, Dill, McClurg Motion Carried: 3:0:0
- Chairperson Dill adjourned the meeting at 3:11 p.m.

The next Regular Board Meeting will be on September 10, 2015 at the Solana Beach District Office. The District Office is located at 309 North Rios Avenue, Solana Beach, CA. 92075.