

**Tustin Unified School District
Measure L Citizens' Oversight Committee (COC)**

MINUTES

September 20, 2016

Steve Ratkevich, COC Chairperson, called the regular meeting of the Citizens' Oversight Committee to order at 6:02 p.m., at Thorman Elementary School Library, 1402 Sycamore Avenue, Tustin, CA 92780.

Members Present

Steve Ratkevich, Chairperson
Raul Rodriguez, Vice Chairperson
David Carreras, Member
Nancy Gran, Member
Merlin L. Henry, Jr., Member
Erin LeMaster, Member

Staff Present

Anthony Soria, Chief Financial Officer
David Miranda, Senior Director, Maintenance, Operations, and Facilities

Guests

James Walters, Community Member

Nancy Gran led the Pledge of Allegiance to the Flag of the United States of America. David Carreras was then introduced as a new member to the Committee.

Adoption of the Agenda

It was moved by Raul Rodriguez and seconded by Nancy Gran to adopt the agenda.

Votes:

David Carreras	Yes
Nancy Gran	Yes
Merlin L. Henry Jr.	Yes
Erin LeMaster	Yes
Steve Ratkevich	Yes
Raul Rodriguez	Yes

Public Comments

None.

Staff Presentation and Information

Staff Response to Public Comments.

None.

COC Minutes
Measure L
September 20, 2016

I. General Function Consent Item(s)

David Miranda reminded Committee members that the only change to the meeting minutes was a change of site visit dates in September and December at Tustin High School and Thorman Elementary School. It was moved by Raul Rodriguez and seconded by Erin LeMaster to adopt the Minutes of July 12, 2016.

Votes:

David Carreras	Yes
Nancy Gran	Yes
Merlin L. Henry Jr.	Yes
Erin LeMaster	Yes
Steve Ratkevich	Yes
Raul Rodriguez	Yes

II. Informational Items/Presentations

1. Update on Measure L Construction Program Budget

David Miranda shared information on Measure L recently completed projects, active construction projects, and projects in planning/design phase. He stated that the Building program and each respective project were running smoothly; however, the bid climate that favors contractors may remain an issue for school districts. He reminded the Committee that there may be more work available for contractors statewide allowing them to be more particular in bid costs and lowering the pool of contractors for school districts.

Recently Completed Projects

Tustin High School:

- Humanities prefabricated building (12 classrooms) completed at the projected \$7.2 million budget. Students and staff occupied the new building this school-year and every one of the 12 classrooms is in use.
- Little Theater minor renovation (replace seating, paint, flooring, curtain, and other cosmetic upgrades). This project was completed under budget and the majority of the work with exception of the refurbished seats was performed by in-house maintenance staff.

Active Construction Projects

Tustin High School:

- Entry/Courtyard reconfiguration, approximate \$1.6 million budget, 90% complete to date with an anticipated completion in 1-2 weeks. The site has full access to and from the administration building from the revamped parking drop off zone and the only outstanding items to date are a few light poles and landscaping.

COC Minutes
Measure L
September 20, 2016

- Library minor renovation (carpet, paint, windows, counter, electrical, and new furniture), approximate \$200,000 budget, 90% complete to date with an anticipated completion within 1-2 weeks. The scope of work on this project was mostly cosmetic and performed by in-house maintenance staff. Components that were bid included window replacements and landscaping around the exterior of the building. The remaining items to be completed are the installation of a new flat panel TV for presentations and punch list work for the sub-contracted portion of the project.
- Lambert field upgrades to service Tustin High School (multi-sport synthetic turf and natural grass softball), approximate \$5 million budget, 30% completion to date with an anticipated opening of the synthetic turf field in late 2016 and the softball fields in February/March 2017. The project is off to a good start and all indications are that crews will meet their scheduled finish date.

Thorman Elementary School:

- Modernization, approximate \$9 million budget, 95% complete to date. The school's three core buildings were completely remodeled and classroom instruction is now underway in each respective building. The only work that remains is landscaping which was removed from the project at bid time due to budget concerns and punch list work throughout the campus. Significant areas of work will be pointed out as the Committee tours the site at the conclusion of the meeting.

Planning Design Phase

Tustin High School:

- Weight training/custodial room renovation – estimated \$3 million budget, DSA review, approximate schedule of November 2016-July 2017. The project is currently on hold pending available funding and completion of the other facilities projects outlined above. The next two projects on the list (Partial 600 wing demo and T-tech Phase II expansion) are tied together and cannot happen until the weight training project is complete.
- Partial 600 wing demo/circulation, estimated budget \$600,000, planning stage, approximate schedule to be determined.
- T-Tech expansion Phase II, estimated budget \$250,000, planning stage, approximate schedule to be determined.

Heideman Elementary School:

- CR Building - estimated \$7 million budget, DSA review, and approximate schedule of January 2017-September 2017 (schedule subject to timely DSA review/approval). The scope of work entails a new 12 classroom building and ultimate replacement of many older portable classrooms units on the site. The District is also working with an architect to develop proposed entryway enhancements to bring this site in line with other District facilities.

COC Minutes
Measure L
September 20, 2016

2. New Business

COC Chairperson, Steve Ratkevich requested that a summary on overall Measure L funds and completed projects be presented at the next COC meeting. David Miranda stated that a similar report was requested and subsequently presented to the Committee (January 2015), it would be relatively easy to update and re-present the information and would be a good update for the new COC member.

The next meeting will be held at the Tustin High School Library on December 13, 2016.

III. Adjourn

It was moved by Erin LeMaster seconded by Nancy Gran and unanimously carried to adjourn the meeting at 6:31 p.m.

Votes:

David Carreras	Yes
Nancy Gran	Yes
Merlin L. Henry Jr.	Yes
Erin LeMaster	Yes
Steve Ratkevich	Yes
Raul Rodriguez	Yes

The Citizens Oversight Committee adjourned and toured the Thorman Elementary School modernization project. Committee members toured the work that was performed in all three core buildings, as well as the exterior site work to be performed later.