

**Tustin Unified School District
Measure G Citizens' Oversight Committee
And
Measure L Citizens' Oversight Committee
Joint Meeting**

MINUTES

August 10, 2011

Anthony Soria, Chief Financial Officer, called the regular meeting of the Citizens' Oversight Committee to order at 6:05 p.m., in the Board Conference Room, Tustin Unified School District, 300 South C Street, Tustin, CA.

Members Present

David Albus (arrived 6:08 p.m.)
Nancy Gran
George Jeffries
Bruce Junor
Simon Russek
Margaret Sepulveda (absent)
William Teter

Staff Present

Gregory Franklin, Ed.D., Superintendent
Tony Soria, Chief Financial Officer
Pete Burns, Senior Director, Maintenance, Operations, and Facilities
David Miranda, Manager, Facilities & Planning

Guests

Bruce Junor led the Pledge of Allegiance to the Flag of the United States of America.

Public Comments

None

Staff Presentation and Information

Dr. Gregory Franklin, Superintendent, introduced himself to the Citizens' Oversight Committee (COC) and thanked them for their service. Dr. Franklin shared an update on the lawsuit between the City of Tustin and the Tustin Unified School District and noted that a trial date has been set for November 14.

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COC Members shared their concerns regarding legal fees. Staff replied that the legal fees are being monitored and are currently being paid out of the General Fund budget. It was further noted that school districts across the State are awaiting the final outcome of the lawsuit, due to the fact that it may also impact their future construction projects.

General Functions Consent Item:

The following COC Officers were appointed:

1. It was moved by George Jeffries, seconded by Bruce Junor, and carried unanimously to keep the title of officers the same for the Joint Measure G and Measure L Citizens Oversight Committee.

It was then moved by David Albus, seconded by Simon Russek, and carried unanimously to appoint the same individuals for officers of the Joint Measure G and Measure L Citizens Oversight Committee.

2. It was moved by George Jeffries and seconded by William Teter, and carried unanimously to appoint Bruce Junor, as Chairperson for the Joint Measure G and Measure L Citizens' Oversight Committee.
3. It was moved by Bruce Junor, seconded by Davis Albus, and carried unanimously to appoint William Teter, as Vice Chairperson for the Joint Measure G and Measure L Citizens' Oversight Committee.
4. It was moved by George Jeffries, seconded by Nancy Gran, and carried unanimously to appoint Leticia Barrozo, as Secretary for the Joint Measure G and Measure L Citizens' Oversight Committee.
5. It was moved by David Albus, seconded by George Jeffries, and carried unanimously to discuss the Joint Measure G and L COC meetings scheduled for 2011-12. After a short discussion a schedule was established.

It was moved by Simon Russek, seconded by Nancy Gran, and carried unanimously to establish the following meeting dates for 2011-12:

- November 9, 2011
- January 11, 2012
- March 14, 2012
- May 9, 2012

6. It was moved by Nancy Gran, seconded by Simon Russek, and carried unanimously to adopt the agenda.
7. It was moved by Simon Russek, seconded by David Albus, and carried unanimously to adopt the minutes for the May 11, 2011, Measure G meeting.

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8. It was moved by William Teter, seconded by George Jeffries, and carried unanimously to adopt the minutes for the May 11, 2011, Measure L meeting.

Informational Items/Presentations:

1. COC/Policy/Purposes

The COC policy and purposes were discussed with the COC.

2. Ralph M. Brown Act

The Ralph M. Brown Act was discussed and information was provided to the COC.

3. Conflict of Interest Filings

Conflict of Interest Forms were discussed with the COC.

4. Expenditure Report (Measure G)

David Miranda provided an overview of the Measure G expenditure report – Tustin High School’s new Science Center is substantially complete with contractor retentions being the majority of the remaining expenditures to be paid. The total project budget remains the same; however, there was a slight increase in the construction management reimbursables category due to added security and compliance with the District’s construction waste recycling program.

The Tustin High School Sports Pavilion, sitework and landscaping projects that were bid simultaneously have a total project budget of approximately \$12.6 million and reflect expenditures through July 2011. Simon Russek inquired as to how much Measure G and Measure L monies have been paid out for the Tustin High School Sports Pavilion. Staff stated that the Sports Pavilion project will exhaust the remaining Measure G funds and that the majority (remaining) project costs would be paid out of Tustin High’s Measure L allocation. A specific breakout of the G and L monies paid on this project will be provided in a future expenditure report.

It was noted that the budget summary report for the summer modernization work at Tustin High (math and special education buildings, as well as, air conditioning of building 230) is being provided as a closeout report. The final project costs resulted in a savings of approximately \$160,000 primarily due to unused contractor allowances on the project.

Mr. Miranda referenced the “Lease-Leaseback” delivery method which was Board approved as an alternative construction delivery method for the Tustin

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High School Sports Pavilion, Foothill High School Event Center, as well as future construction projects. The District previously used the traditional multi-prime (low bid) process which had made it difficult to complete projects without experiencing delays and poor performance from sub-contractors. The lease-leaseback method provides more flexibility in selecting contractors, engaging contractors early in the design phase, selecting only reputable sub-contractors, obtaining quality workmanship, and minimize if not eliminate the potential for claims and change orders. Staff also mentioned that the Lease-Leaseback method is growing in popularity and many school districts have successfully used this construction delivery approach.

5. Expenditure Report (Measure L)

Mr. Miranda then reviewed the expenditure report relating to Measure L projects – The Foothill High School Event Center budget summary report reflects electrical upgrades, a landscaping plan and other sitework that were bid at the same time as the Event Center. The summary reflects 38% of expenditures being paid through July 2011. The summary further reflects an increase of about \$479,000 to account for a vegetated swale bid package that was bid separately (was not finalized until after the initial bid opening).

Staff reminded Committee members that the Tustin High Sports Pavilion project appears in both expenditure reports as the project will be paid out of Measure G and L monies.

The expenditures for the Tustin High School pool deck replacement, demo of the old science building, site electrical upgrade, and HVAC for Buildings 120 & 220 was also discussed. The total project budget for all four areas of work totaled slightly over \$3.6 million.

Lastly, the budget summary report for the locker room modernization work at Foothill High was shared and provided as a closeout report. The final project costs resulted in a savings of approximately \$167,000 primarily due to the electrical enclosure scope of work that was shifted to the Event Center bid opening.

COC Chairperson, Bruce Junor, asked if the format in the expenditure report could be simplified for the next meeting to provide COC members the ability to share a quick snapshot of each respective project's progress. COC Member, Simon Russek, agreed that this would be a good idea and an easier reference for the public. Staff stated that it would provide simplified project overview handouts at the next COC meeting.

6. Construction Projects Update (Measure G)

The Tustin High School Sports Pavilion and sitework is about one third of the way complete and the project remains on target for completion during the spring

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of 2012. The Tustin High School Science Center dedication and Open House will be scheduled this fall and COC members will be invited to attend.

7. Construction Projects Update (Measure L)

The Foothill Event Center, sitework and electrical upgrade project is also about one third of the way complete. The Tustin High School existing science building demolition and electrical/HVAC upgrades should be completed by September 2011. Pete Burns shared that there is a delay relative to the pool deck replacement project due to unforeseen conditions – soils issue, broken piping, and Health department approvals; therefore, December 2011 is our new target completion date. The pool deck is also being re-plastered, new tile is being installed, as well as touch pads and a scoreboard. Tony Soria shared that the pool rehab was much needed since it is over 30 years old. David Albus inquired if lateral lines will be installed in the pool and staff stated that the pool will have all new plumbing.

8. Future Projects (Measure L)

The Foothill High School tennis court and athletic field reconfiguration project will be submitted to the Division of State Architect (DSA) within the next couple of weeks. After final DSA over-the-counter review, the bid process moves fairly quickly (45-60 days). The COC requested that site plans be brought to the next meeting.

Construction of the Activity Centers for the four middle schools (Columbus Tustin, Currie, Hewes and C.E. Utt) have been in DSA review for nine months, which is longer than usual, and the District's Architect has been following up daily with them. Due to time sensitivity, the District will proceed with the bid process, tentative bid date is August 25. While assessing one of the middle schools (Utt Middle School), liquefaction in the ground was discovered which would have to be re-addressed with the State geologists and DSA. Staff has been working with DSA to obtain approval of the site and has recommended putting in stone columns 50 feet deep into the ground to remedy this issue, which will also increase the cost by \$300,000-\$500,000. While the District mitigates with DSA in resolving the liquefaction issue, there has been a change of sequence for construction for the following Activity Centers: Columbus Tustin, Hewes, Currie and Utt middle schools.

The District recently hired an architect for the Northrup (Tustin High School) stadium upgrades (Phase II) which tentatively consists of construction of a new snack bar and restroom facility, permanent visitor bleachers and new lighting. Construction of the Currie Middle School classroom modernization is still on track to commence next summer. The COC requested that staff share its plans for the Currie project at the next COC meeting. Staff stated that it would share a presentation prepared by the project architect which outlines the project scope.

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9. Update on Legal Matters (Measure G and Measure L)

Tony Soria shared that the legal fees related to the lawsuit with the City of Tustin are currently coming out of non-Measure G/L funds; and also noted that he does not have the exact cost of legal fees at this time.

10. New Business

At the July 11, 2011, Board meeting, David Miranda and Pete Burns presented a facilities update to the Board. The presentation is on the District's website.

Adjourn

It was moved by David Albus, seconded by Simon Russek, and carried unanimously to adjourn the meeting at 7:37 p.m.