



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Facilities/Planning Division**

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**CITIZENS' BOND OVERSIGHT COMMITTEE**  
**MEETING MINUTES**  
**April 30, 2007**

1. Call to Order

Meeting was called to order at 5:05 p.m.

2. Pledge of Allegiance

Mr. Milliner led the group in the Pledge of Allegiance.

3. Welcome and Introductions

Members present were Steve Elie, Roger Larkin, Jenny Tate, Christina Gonzales, Tina Javid, Mike Milliner, Roman Nava, and Julie Allen. Sandra Chen, John Grow, Iris Chu, Greg Stachura and Laurie Trimbach represented district staff.

4. Public Comment

None.

5. Approval of Minutes of March 12, 2007 Meeting

Ms. Allen made a motion to approve the minutes from March 12, 2007, Mr. Larkin seconded the motion, and all members approved.

6. Construction Update/Change Orders

Mr. Elie distributed staff-prepared spreadsheets containing the latest construction change order percentages of each of the active projects for the Measure M program. Mr. Grow said there was nothing new to report. Ms. Chen explained that the spreadsheets include all change orders approved by the Board through April 19<sup>th</sup>. She stated that all current projects are in the process of being closed out, and the percentages haven't changed significantly since the last time the committee reviewed them. Ms. Chen and Mr. Grow reported that the change order percentages are significantly less for the most recent projects than the first group of projects because of improved performance by contractors and construction managers as well as close oversight provided by staff, architects (NTD Stichler, WLC and Harley Ellis Devereaux) and engineering consultants. Mr. Milliner asked if PCM3 was a turning point in the process or if their interaction would be described as being pivotal. Mr. Grow considered them to be a foundation for the district.

Mr. Larkin noted that the highest percentage of change orders was for flooring on several projects. Ms. Chen responded that in most modernization projects unforeseen issues may require additional abatement and more replacement flooring than anticipated. Mr. Grow explained that when carpet is removed the leveling compound comes up and more work is required to re-lay the carpet. Ms. Chen stated that staff works extremely closely with County Counsel when change orders approach the 10% limit. Change orders over 10% require counsel approval prior to going to the school board for approval. Counsel thoroughly reviews and approves the circumstances surrounding additional needs for each project.

Ms. Chen stated that bids have been opened for all seven school modernizations. Good response was received from contractors and the bids were quite competitive. All apparent low bids fell between the architect's and construction manager's estimates. The bids will be presented to the board for approval on May 3<sup>rd</sup> and 17<sup>th</sup>.

#### 7. Recap of Field Trip March 16, 2007

Field trip handouts were circulated to members. Mr. Larkin reported that the field trip was informative and that the schools are very well kept. He spoke with several teachers at Walnut and they reported that they are happy with the completed classrooms, and the updated classrooms help to motivate the children. Mr. Elie said the field trip included five different schools. At Dickson the committee saw the spacious cafeteria/multipurpose room, the new classroom cabinetry, and the new paint that brightened up the campus. At Don Lugo the committee saw some of the newly completed classrooms, corridors, dance room, girls' locker room, and nurse's quarters, as well as the boys' locker that will be under construction this summer. He reported that the members also visited Chaparral, Woodcrest and Walnut, and were very impressed with the improvements at all sites.

#### 8. Approval of Second Quarterly Report

After review, changes were recommended, as follows:

- ❖ In the fourth to last paragraph re-write the last sentence to say, "The Committee noted that change orders on modernization projects are being maintained at approximately 3 to 5%, and new construction projects at less than 1%,"
- ❖ In the last paragraph, after "the Superintendent," add, "and Ms. Chen;" and
- ❖ In the seventh paragraph, end the sentence after, "seven (7) schools."

Members requested a draft update of all projects completed at each school site to review for possible inclusion in the annual report.

Ms. Javid made a motion to approve the edited report, Mr. Nava seconded, and all approved.

#### 9. COC Member Communications

Mr. Milliner said some ladies in the Chino High School office shared with him that they felt the school is being "shortchanged" in construction. Mr. Larkin was asked when applications would be accepted for the open committee positions.

#### 10. Discussion (no voting) of Officers for 2007-2008

Discussion was held concerning positions that would be open and require new appointments by the board. It was determined that staff would verify the expired terms and arrange for advertisement and also contact the agencies responsible for appointing representatives. Mr. Larkin asked who would be the outside agency to provide independent review of the applications. Ms. Chen said the district has other entities that could be asked to review the applications.

#### 11. Other Topics

Mr. Larkin requested an update on the status of the Shawnan litigation. Mr. Elie asked that an update on all legal fees charged to Measure M be made available at the next meeting, June 4<sup>th</sup>.

#### 12. Adjournment

Ms. Gonzales made a motion to adjourn the meeting, Mr. Nava seconded the motion, and the meeting was adjourned at 5:43 p.m.