



CHINO VALLEY UNIFIED SCHOOL DISTRICT
Facilities/Planning Department

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CITIZENS' BOND OVERSIGHT COMMITTEE
MEETING MINUTES
August 7, 2006

The meeting was called to order at 5:05 p.m. with members Sylvia Orozco, Roger Larkin, Roman Nava, Christina Gonzales, Jenny Tate, Glenn, Duncan, Tina Javid, Julie Allen and Steve Elie present. Mike Milliner arrived at 5:07 p.m. Sandra Chen, John Grow, Dr. Stefanie Phillips and Dr. Ed Heatley represented the District. Rick Dempsey from PCM3 and Jim DiCamillo from WLC were also present.

1. Approve July 17, 2006 Meeting Minutes

Mr. Larkin moved to approve the minutes from July 17th, Mr. Nava seconded the motion, and all approved.

2. Public Comments

No comments.

3. Measure M Expenditure Report

Ms. Chen, Assistant Superintendent of Facilities/Planning, provided an update on the expenditure report for the projects covered under the Measure M program with information as of June 30, 2006.

4. Communication Between Board and Committee

- Additional at-large committee members

Ms. Orozco explained that the Board of Education pulled an item from their agenda at the last meeting that would have added additional members to the Citizens' Bond Oversight Committee. Mr. Larkin stated that the board should follow proper procedure for approving new members that miss meetings. He questioned the need to additional members. There was discussion about the procedure for dismissing those members. Ms. Tate asked if this could be an automatic process for the board to review the minutes and dismiss any members who have missed three meetings. Ms. Orozco agreed that the bylaw concerning attendance should be enforced.

Mr. Elie asked if there was a better way to communicate with the board other than just the quarterly and annual reports. He suggested that the committee decide if another vehicle to communicate with the board was necessary

Mike Milliner made a motion that the chairperson and vice-chairperson be the liaison directly with Dr. Heatley, Superintendent, and Ms. Chen, Assistant Superintendent, to communicate with the Board of Education, and that it be a two-way communication with the aim in mind that the committee be apprised of reasonable issues as far in advance as possible. Ms. Allen seconded the motion and all were in favor.

5. Approve Quarterly/Annual Report

After discussion and clarification, Ms. Javid moved to approve the report, Mr. Elie seconded the motion, and all were in favor. Ms. Orozco said she would be presenting the report to the board on August 17th.

6. Revisit Meeting Schedule

Ms. Orozco said she revised the schedule, allowing time for the committee to approve the report and present it to the school board. The meetings will take place roughly every six weeks. Mr. Duncan moved to approve the new meeting schedule, Mr. Elie seconded the motion, and all agreed.

7. Construction Update

Ms. Chen said the most recent construction update provided by PCM3 should be available on their website. Mr. Milliner said he talked with Mr. Dempsey about missing updates and he hasn't received them yet. Ms. Chen said she would look into the issue and work with PCM3 to close the gaps.

Mr. Elie asked if there were any change orders approved since the last meeting. Ms. Chen said the change orders would be updated at the next meeting. Mr. Milliner said he doesn't think the current change order format provides good information to the committee. He requested for an overall executive summary format of change orders to be provided. Mr. Larkin said that in the past the change orders didn't provide clear information about what they were for and why and who requested them. He said he preferred to see the change orders. Mr. Elie suggested that the topic be added to the next agenda for discussion, as it wasn't on this agenda.

Mr. Elie asked if there is a timetable for Phase III of the program, the balance of the Measure M list of projects. Ms. Chen said staff will take a look at the entire program, identify all the costs of the projects that have begun, identify the remaining balance of funds, go to the balance of the list of projects, attach a cost to them, and reconcile both pieces to get a clear picture of where the district stands. This process will be followed within the next five to twelve months, and the committee will be given updates as they are available.

8. Other Topics

Ms. Chen reminded the committee that the annual report will be presented to the board at the next meeting, August 17th.

Mr. Duncan moved to adjourn the meeting, Mr. Nava seconded the motion, and all approved. The meeting was adjourned at 6:14 p.m.