



## CHINO VALLEY UNIFIED SCHOOL DISTRICT Facilities/Planning Department

Dr. Paul Andersen, Assistant Superintendent ♦ Phone (909) 628-1201 Ext. 1200 ♦ Fax (909) 548-6034

---

---

### CITIZENS' OVERSIGHT COMMITTEE MEETING MINUTES April 24, 2006

The meeting was called to order at 6:15 p.m. with members Gerald Bruce, Roger Larkin, Sylvia Orozco, Mike Milliner, Steven Elie, Tina Javid, Jenny Tate and Miles Petroff in attendance. Dr. Paul Andersen and John Grow, district staff, Jeff Cosme, Bernards Bros., and Steve Bachor, PCM3, also attended.

#### 1. Approval of Minutes from February 27<sup>th</sup> and March 7<sup>th</sup>

Mr. Milliner made a motion to approve the minutes from the February 27<sup>th</sup> meeting, Mr. Petroff seconded the motion, and all approved. Mr. Elie made a motion to approve the March 7<sup>th</sup> minutes, Mr. Milliner seconded the motion, and all approved.

#### 2. Public Comments

There were no public comments.

#### 3. Don Lugo Questions and Answers

Mr. Bruce said someone at the Don Lugo site brought some issues to his attention and he wanted to ask questions regarding those issues. According to this person, the contractor was supposed to install protective covers over the fire alarms in the Industrial Arts building. The covers weren't installed and the fire alarms were ripped out. Dr. Andersen said he asked Mr. Mike Bement, Director of Technology, whose department is responsible for fire alarms. Mr. Bement told him his department would check on the covers but he believed the fire alarms are working; there was no record of a work order but they will follow up. Mr. Cosme from Bernards Bros., the construction manager for the project, said the exterior horns about 10' up on the outside of the building were vandalized, which would be a Technology issue.

Mr. Bruce said the second item is regarding a temporary volleyball court set up in a vacant lot at the school. Mr. Grow said there has been a request for volleyball courts from the site for their instructional program. The last he had heard was that it will be installed. Mr. Bruce said his contact said that district staff had installed artificial turf and prior to that sprinklers were installed. Mr. Grow said sand was too expensive, and artificial or live turf will both need a water source to either water live grass or cool down the artificial turf. Dr. Andersen said information from Maintenance explained that irrigation already existed at the location, but had been turned off, and staff just activated the equipment and made repairs and any necessary adjustments as needed.

Mr. Bruce said the third item appeared in the Chino Champion regarding a leak. Dr. Andersen said it was a leak in Building C (multi-purpose room), not part of the current modernization projects going on at the school. Response from Maintenance indicates Building C roof is scheduled for Deferred Maintenance as soon as school is out for the summer. Eleven additional drains and resurfacing is specified.

Dr. Andersen said the Blue Phase new addition is about 60% complete at this point.

#### 4. Bylaws

Mr. Elie said the committee discussed the possibility of suggesting to the board to approve revisions to the bylaws to allow longer terms to retain institutional knowledge on the committee. He reported that from his research he found that the enabling statute for the bond specifies terms as "no more than two consecutive terms." Mr. Elie said he felt that due to the length of time that the bond expenditures will require oversight, the committee would lose some valuable insight with the loss of members who've been on the committee longest, like Mr. Bruce and Mr. Larkin, as well as the loss of Dr. Andersen as facilitator. It was mentioned that the word "consecutive" would suggest that a person could reapply after being off the committee for a term.

Dr. Andersen said regarding longevity, the committee will need to keep in mind that at this time the modernization funds that the district was counting on as matching funds from the State are gone, and as time goes on lack of funds might impact the project scheduling if new State bonds are not passed.

5. Next Quarterly Report Due

Mr. Bruce said he has started the rough draft and would try to distribute it to the members within the next few weeks for review and approval at the next scheduled meeting.

6. June Meeting

There may be a conflict with the meeting being held in the boardroom. After discussion it was decided that the June 5<sup>th</sup> meeting will be held either at 5:00 p.m. in the boardroom, or at 6:15 p.m. in the business conference room if the boardroom is not available.

7. Change Orders

Dr. Andersen said there were several questions raised at the last meeting that he wanted to address. First issue is the telephone system at Woodcrest. He distributed copies of a memo he requested from PCM3 outlining the chain of events (see attached). Mr. Milliner asked about interoperability of the Voldavi system that was installed at Woodcrest with the systems at all of the other schools. He was told that there haven't been any problems in that area. There was further discussion regarding technology and the cost and performance of the Alcatel system, which is the district standard, compared to other systems. Mr. Bachor suggested the possibility of having the district's Director of Technology, Mike Bement, attend a meeting to discuss the issue.

Dr. Andersen said there was a question regarding a change order for West Helm approved October of 2005 to provide a tube steel gate at Chaparral Elementary School for egress from the staff courtyard. Mr. Grow said in order to keep the project cost down, it was recommended that a bid for all ornamental steel fencing be declined. Neff Construction, in issuing the deductive change order instructions to West Helm, included deleting that gate. It was later determined that the gate was needed and it was added back into the contract at no markup.

Copies of current change orders will be mailed to the members. Dr. Andersen distributed a punch list for the Walnut project and a partial punch list produced by the inspector for the Chaparral project for members to review.

8. Other Topics

Dr. Andersen announced that he would be leaving CVUSD, going to the Riverside County Office of Education as the Director of Facilities Services. He said he enjoyed working on passing the bond and working with the committee and school sites in implementing the projects and oversight. He said that the vacancy would be advertised shortly in order to take a recommendation for new members to the board in June.

Mr. Milliner said Mr. Bachor had given him some pictures showing that the pipe in the Woodcrest gym that he had been asking about has been covered with padding in the school colors. He asked if the engineering and cost of the storm drain work at Woodcrest has been settled. Dr. Andersen said that Associated Engineers completed the work and absorbed the cost.

Mr. Larkin said there has been a problem with members' attendance at the meetings. He asked if the board could be informed and asked to enforce the bylaws for attendance. The rest of the members agreed.

Mr. Elie made a motion to adjourn the meeting, Mr. Milliner seconded the motion, and all agreed.