

**CITIZENS' OVERSIGHT COMMITTEE  
MEETING MINUTES  
November 18, 2002**

Mr. Roger Larkin called the meeting to order at 5:02 p.m. with Glenn Duncan, Gerald Bruce, Michael Calta, Stuart Holland, Andy Anderson and Paul Andersen present. Maurice Ayala arrived at 5:06 p.m. and Gary Larson and Geoffrey VandenHeuval arrived at 5:10 p.m. Gary Ovitt and Al Valdez were absent.

1. Review/Approval of Minutes, October 14, 2002

After reviewing the minutes, Mr. Bruce objected to the sentence on page two, fifth paragraph, "...both schools' actual costs are under budget by about \$3 million." He thought it was indicating that each school's costs were under budget by that amount and felt that it was misleading. Dr. Andersen suggested inserting the word "total" at the end of the sentence. As this was agreeable, Mr. Duncan made a motion to accept the minutes with that additional word, and Mr. Anderson seconded the motion.

2. Walnut Avenue Elementary School Modernization Presentation

Mr. DiCamillo from WLC Architects gave a presentation regarding the progress at Don Lugo High School and Walnut Elementary School. Due to the passage of Proposition 47, the District will receive the modernization funds for these two schools shortly. Both the modernization and the Measure M renovation projects can be done concurrently and will allow the district to get more accomplished at these sites.

The architect presented color-coded diagrams of Walnut Elementary School and Don Lugo High School and explained how the Measure M renovation projects and the modernization work will accomplish the goals on both lists and the end result will be schools that will be both modern and well organized. He also explained how the information from staff at both schools was incorporated into the plans. One diagram showed the school in its present condition and another showed the finished condition. He answered questions from the committee regarding portable classrooms, playground space and materials, special education restrooms, timelines, and how the work will proceed.

At Walnut Elementary, final drawings for renovation plans for the classroom wings and the administration building piece will go to the Division of the State Architect (DSA) for approval the first week of December. Final drawings for modernization have already been submitted and approved by DSA. They are being reviewed to bring them up to current standards because they are about a year and a half old. The project may go out to bid before DSA approval to shorten the timeline. The bid will be advertised in the spring. The timeline for full

completion is two years, and it will take six months to build the 12 new classrooms.

Modernization money is provided for permanent buildings that are 25 years old and portable buildings that are 20 years old. It is grant money on a per pupil basis. Right now the grant is approximately \$3500 per pupil and the amount will change in January. The work done with modernization money must be acceptable to the Office of Public School Construction (OPSC) and DSA, within the qualified buildings, and include work done to bring buildings up to current handicap and fire alarm codes. Districts are not allowed to build new structures with modernization money. Any remaining money can be spent on other qualified projects the District chooses. The theory is that the State provides about 25% of what it would cost to build a new building, to be used instead for modernizing an existing qualified building. The District's 40% share of the 60/40-modernization money is coming from Measure M funds. A list of the projects being done under modernization at Walnut was requested. The architect listed the scope of work for a typical modernization as new flooring, new ceiling tiles, painting the interior of the buildings, some new cabinetry, new fire alarm, new doors and ADA improvements to restrooms, electrical and data outlets for computers. All of these items may be listed in the bid specifications but depending on the bid climate at the time of bidding, some of the items that are not required may not be accomplished due to lack of funds. Some of this work can be considered eligible for Deferred Maintenance funding, but Deferred Maintenance programs are under-funded and modernization programs are intended to support the Deferred Maintenance program when the buildings are 25 years old.

The timeline to finish the modernization and renovation at Don Lugo High School is estimated at four years. The first project to be bid is painting the entire school a uniform color. This is scheduled be bid in January and start after the rainy season. The intent is to paint the entire school by the end of the school year. New electrical service is planned to be installed in the summer. The vast majority of the modernization includes new flooring, new paint and tack boards, new doors with ADA hardware, restroom renovations and fire alarm.

Other topics:

- Discussion about \$5.9 Measure M money, \$3 million State 60/40 modernization money; \$1.2 million, District's 40% share and \$1.8 million, State's 60% share, and how it works together to make \$8.9 million for the total pot to modernize and renovate Walnut.
- Explanation of how the State estimates grant amount for new construction. A general amount for an elementary school of approximately \$12 million is allowed and additional money is added depending on site conditions, such as a need for additional infrastructure. The committee would like to be informed as soon as possible about any site conditions that will affect the total cost of any new construction project. " Discussion regarding

building a new school for approximately \$12 million and renovating/modernizing an old school for approximately \$9 million. " Discussion regarding lowest responsive bidders being awarded a bid and may not have experience. " Series of checks and balances in public school construction to ensure that the project is being done as efficiently as possible. " Request for information about the general process of how a public school is built. " Request for information on chain of decision-making on ultimate design for Don Lugo High School. Board of Education isn't required to approve final design, but the Board ultimately approves every expenditure during the course of the construction process.

- Request that when any decisions are made on any project that that information will be shared with the committee.

3. Don Lugo Update by Maurice Ayala and Michael Calta

Michael Calta distributed a one-page summary regarding his attendance at the Special Education Department meeting held at Don Lugo on October 22, 2002. He explained the he attended the meeting and observed the process that the architect explained had been taking place during the department meetings at Don Lugo. Maurice Ayala gave no report.

4. Final Report Format/Quarterly Report

Discussion was held regarding the reports required from the committee and when they will be completed and presented to the Board. A tentative schedule for reports is October, January, April and July, and a presentation will be made to the school board during the month following each report. The July quarterly report would be the annual report. First report should cover July through September. There was no funding and no activity, and the committee has submitted no report. Second report should be completed in January and presented to the Board in February.

5. Website Update

Stuart Holland gave a brief update regarding the website. He had added the information received from the District. He expects to get everything to Dr. Andersen for approval the following week to get on the website. He gave out the address for committee members to preview the information that he is working on that will be on the website. He has set up an email account on "hotmail" for the community to email the committee, which is [cvusdoversight@hotmail.com](mailto:cvusdoversight@hotmail.com) and will put a link to it on the website. He asked how the committee wants to retrieve that mail and said he could check it regularly and forward it to everyone. He discussed getting the photographs of the schools that WLC had given the district downloaded for use on the website, and reminded the committee members they

need to submit their biographies as soon as possible.

6. Next Meeting

The next meeting was scheduled for December 16 at 5:00 p.m. A Board presentation was discussed for December 12th. Suggested agenda items for the next meeting:

- Simplified version of public school construction process
- Meet Construction Manager
- Documentation regarding Ayala wrestling room

7. Other Topics/Public Comments

Mr. Larkin mentioned a second email he sent to Dr. Andersen requesting the district's cost estimate for each modernization project for both major and partial work. Dr. Andersen said he could provide cost estimates for new school constructions. The district has not gone further in developing cost estimates for much of the Measure M work. Architects are still working on ascertaining the existing conditions. Fields Devereaux is the second architectural firm the district will be using and the schools they will be developing plans for have just recently been designated. Mr. Larkin requested that when any of the cost estimate information becomes available that it be provided to the committee.

Dr. Andersen explained the Financial Activity Report dated 7/01/02 to 10/31/02 that was provided to the committee. He answered questions clarifying items in the report. Committee members requested details regarding the contractors and professional service s firms that have been hired on each project.

Mr. Holland questioned the Board-approved expenditures for a wrestling room at Ayala to come out of Measure M funds. This project was not on the list for Ayala Measure M projects. Dr. Andersen explained that when the stadium was originally conceived, a wrestling room was in the plan. The bleacher system that is now being used will not accommodate a wrestling room under it and the wrestling room will need to be a separate facility. Committee members requested documentation that the wrestling room was a part of the original design.

Gary Larson moved to adjourn the meeting at 7:18 p.m. and Michael Calta seconded the motion.

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Items requested:

- Scope of work for modernization at Walnut

- General explanation of public school construction process
- Proposed deadline for submittals for presentations to the school board
- Copy of school photographs on the website
- List of firms and contractors hired for each site and amount of their contracts
- Documentation that the wrestling room was part of the original design for the second district stadium