

**Tustin Unified School District  
Measure L Citizens' Oversight Committee**

**MINUTES**

**March 18, 2014**

Bruce Junor, Chairperson, called the regular meeting of the Citizens' Oversight Committee to order at 6:02 p.m., in the District Office Board Conference Room, 300 South C Street, Tustin, CA 92780.

**Members Present**

Bruce Junor - Chairperson  
William Teter - Vice Chairperson  
David Albus (absent)  
Nancy Gran  
Jeffrey Herrell  
Steve Ratkevich (absent)  
Simon Russek (arrived at 6:22)

**Staff Present**

Tony Soria, Chief Financial Officer  
David Miranda, Senior Director, Maintenance, Operations, and Facilities

**Guests**

None.

Tony Soria led the Pledge of Allegiance to the Flag of the United States of America.

**Adoption of the Agenda**

It was moved by Nancy Gran, seconded by Jeffrey Herrell, and carried unanimously to adopt the agenda.

**Staff Presentation and Information**

- a. Staff Response to Public Comments.  
None.

**Public Comments**

None.

**COC Minutes  
Measure L  
March 18, 2014**

**General Function Consent Item(s):**

It was moved by Simon Russek, seconded by Nancy Gran and carried unanimously, to adopt the amended Minutes of January 21, 2014.

**Discussion/Action Item:**

1. Annual Report and Financial and Performance Audit Reports for Measure L - July 1, 2012 to June 30, 2013:

Tony Soria provided a brief overview of the Measure L 2012-13 Annual Report and the financial and performance audit reports. Chairperson, Bruce Junor, and Vice Chairperson, Bill Teter, met independently with the District's auditors, Nigro and Nigro, PC, to review the financial audit reports for Measure L. The COC inquired as to the cost for the audit and staff responded that the cost was \$9,000. Tony Soria also shared that the auditors follow standard government auditing procedures and provide an opinion if requirements were met for bond measure expenditures. The District did meet these requirements.

It was moved by Simon Russek, seconded by Nancy Gran, and carried unanimously to adopt the 2012-13 Annual Report and Financial and Performance Audit Reports for Measure L.

2. Measure L Citizens' Oversight Committee 2014-15 Meeting Dates

It was moved by Simon Russek, seconded by William Teter, and carried unanimously to continue the 2014-15 Measure L COC meetings on the third Tuesday of every other month:

- July 15, 2014
- September 16, 2014
- November 18, 2014
- January 20, 2015
- March 17, 2015
- May 19, 2015

**Informational Items/Presentations:**

1. Statement of Economic Interests – Form 700 for 2013

Statements of Economic Interests were distributed to the COC to fill out and return.

2. Bond Program Update (Measure L)

**COC Minutes**  
**Measure L**  
**March 18, 2014**

David Miranda shared the following information from the Measure L Budget Summary Report:

*Project in Construction*

Tustin High School Cafeteria – The State Architect officially approved the change order based on design modifications during construction. A financial update was presented regarding the cafeteria, with 56% of expenses being paid to date. The infrastructure has been completed and equipment purchases are pending. There is an increase in the expenditure report for equipment due to the necessity of ordering tables/chairs, staff lounge tables, equipping the small office for the cafeteria manager, etc. Due to the current bid climate, there is a 20% increase in construction costs and the escalation was evident on this project. The cafeteria is slated to be completed and opened during spring break.

*Projects in Planning/Design*

David Miranda shared a presentation of the upcoming Tustin High School construction/modernization projects: Building 300 (5 classrooms to be modernized and 1 room demolished), new two-story building (12 classrooms), modernization of administration building interior/new concrete walk and landscaping/Culinary Arts area, new Weight Training/Wrestling Building, upgrade of Lambert Fields, Yearbook Lab (minor interior work), and Library (minor interior work). Committee members requested a site map of Tustin High that shows building numbers. Staff will provide a site plan and also tour Committee members through the proposed campus improvement areas at the next COC meeting.

3. Final Measure L Allocation

There is currently \$20 million left to be issued under Measure L, with \$10 million of that issuance committed to the Tustin High School renovation projects in the planning/design phase. A facilities presentation and a list of options for the remaining \$10 million will be presented to the Board on April 28, 2014. COC Member, Simon Russek, requested a time line for upcoming construction projects be submitted for the next COC meeting. Staff will provide the requested information.

4. New Business

The next meeting will be held in the Tustin High School cafeteria, on May 20, 2014, at 6 p.m.

**Adjourn**

It was moved by Jeffrey Herrell, seconded by Nancy Gran, and carried unanimously, to adjourn the meeting at 7:27 p.m.