

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

MINUTES

September 16, 2014

Bruce Junor, Chairperson, called the regular meeting of the Citizens' Oversight Committee to order at 6 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
Nancy Gran
Jeffrey Herrell (absent)
Steve Ratkevich
Simon Russek

Staff Present

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

Guests

None.

Simon Russek led the Pledge of Allegiance to the Flag of the United States of America.

Adoption of the Agenda

It was moved by David Albus, seconded by William Teter, and carried unanimously to adopt the agenda.

Staff Presentation and Information

- a. Staff Response to Public Comments.
None.

Public Comments

None.

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General Function Consent Item(s):

It was moved by Simon Russek, seconded by Nancy Gran and carried unanimously, to adopt the amended Minutes of May 20, 2014.

Discussion/Action Item:

None.

Informational Items/Presentations:

1. **Bond Program Update (Measure L)**

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

Recently Completed Projects

- Tustin High School Cafeteria – a financial update was presented to the COC regarding the cafeteria. The project is 99% completed, with approximately \$43,000 outstanding in architectural retention, which should be paid within 30 days. The District is also in the process of obtaining the final project closeout/certification letter from the Division of State Architect (DSA). Staff shared that the students are very pleased with the cafeteria, the menu has been revamped, and more sales have been generated as compared to last year.

Projects in Construction

- Tustin High School Building 300 Modernization – five rooms were renovated and substantially completed over the summer. Approximate cost of the project is \$2.1 million and is currently reflecting a balance of \$876,359 to be paid out. COC Member, David Albus, inquired as to committed construction support costs as compared to the current budget for the category. Staff shared that the category includes DSA inspections, testing for soils & materials, preconstruction costs, etc. It's difficult to estimate the level of services that will be needed for some of the testing and staff enters into not to exceed contracts with consultants. Currently, the District is projected to realize a savings of \$45,980 at full project completion. Staff is also seeking final DSA closeout/certification.

Projects in Planning/Design

- Tustin High School's proposed new Two-Story Classroom Building – the design for the project includes: twelve state of the art classrooms for social science/humanities instruction, restrooms, and support spaces. The architect is currently in the process of securing DSA approval for plans and specs and planning the bid-phase job walk schedule. A tentative bid date is scheduled for

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October 2014. The preliminary total cost is estimated to be slightly over budget and by bidding in the fall there may be a friendly bid climate. Deduct alternatives are also being considered which are mostly cosmetic type of construction upgrades. COC Chair, Bruce Junor, inquired about all the consultants, architects, and design costs, etc. COC Member, David Albus, also inquired of the construction support costs of 21% spent to date. David Miranda shared that the majority of the design/architectural services fees are paid out on the front end of contracts. The amounts paid to date for said service is in line with a typical project. He added that the only construction support item paid to date was for preconstruction services, including estimating, constructability review, and bid package preparation.

- Other Tustin High projects currently in the design or DSA review stage include: reconfiguration of the administration building interior/new entry structure/culinary arts area, new weight training/wrestling building and upgrade of Lambert fields. Most of these projects have been submitted to DSA for review/processing which takes about six months. These projects have been filed separately so as to not hold up any project from proceeding in the event DSA is slow in their review.

Measure L monies of \$10 million have been set aside for:

- Modernization of Thorman Elementary School (\$5 million) - architectural services to be provided by GBA Architecture. An initial design meeting has been scheduled and the design phase will be a five to six month process. An update by GBA will be provided to the Board of Education in the near future.
- Potential move of Hillview High School (\$5 million) - Tony Soria shared that MCAS development projects are growing and it might be necessary to move Hillview off the Heritage site. The \$5 million allocation will be used as a reserve for this potential project.

2. New Business

The COC requested that a summary/update on Measure L as we know today be presented at the next COC meeting. This would include projects, budgets, photos, project locations, and remaining Measure L dollars/allocations.

The next meeting will be held at the District Office Board Conference Room, on November 18, 2014, at 6 p.m.

Adjourn

It was moved by Simon Russek, seconded by David Albus, and carried unanimously, to adjourn the meeting at 6:45 p.m.