

Citizens' Oversight Committee
Meeting Minutes
November 13, 2017 – 5:30pm
K.I. Jones Elementary School Library
2001 Winston Drive
Fairfield, CA 94534

A meeting of the Fairfield-Suisun Unified School District Citizens' Measure J Oversight Committee was held at K.I. Jones Elementary School in the library.

CALL TO ORDER

Mr. Rick Wood called the meeting to order at 5:36pm

Members in attendance: Harry Matte, Barbara Pisching, LeRoy Purvis, Claudia Wilde, Jana Modena, Perry Polk, Jennifer Stephenson, Sylvia Robertson, Chuck Wood, and Rick Wood

Absent: Nicole Mallari, excused

District Administration in attendance: Michelle Henson, Assistant Superintendent, Business Services; Kim Van Gundy, Assistant Director of Facilities and Operations

APPROVAL OF MINUTES

Mr. Polk made the motion to approve the minutes of the September 25, 2017 meeting and seconded by Ms. Modena. Motion passed.

PUBLIC COMMENT

No public comment

REVIEW FINANCIAL REPORT

Ms. Van Gundy reviewed the changes to the report since the last meeting in September. Mr. Chuck Wood noted on page 6, the two totals for the "work in progress" do not tie together. He pointed out that the Suisun Valley Library Project totals were not included in the number. Ms. Van Gundy thanked him for noting this and said this would be corrected on the next report.

B. UPDATE ON LEASE-LEASEBACK PROGRESS

Ms. Van Gundy provided an update on the current project status for the seven Measure J Lease-Leaseback (LLB) Measure J Projects scheduled to begin construction in summer 2018. Questions were presented regarding the authority the committee has as to questioning the Board decisions. Ms. Wilde asked if we can really spend \$2 Million on a parking lot project. Staff explained that the project was more than a parking lot. It included the relocation of a septic system as well as infrastructure changes to prepare for the next phase of Measure J projects which are scheduled to begin in the summer of 2018. Project scope was presented to the Committee at earlier meetings. Staff acknowledged that it was her first meeting and she did not receive the benefit of past

meetings where the scope of projects and Committee role was discussed. It was pointed out that the voters approved the authorization and description included on the ballot. That language is included within her binder. Ms. Van Gundy offered to meet with her to discuss the role of the Committee and the Board justification for the project. Ms. Stephenson suggested that staff add a budgeted amount on the summary. The committee discussed the various ways and resulted in adding a line item for the estimated contract amount or “bid day budget” to the bottom of the reports as a comparison tool. Mr. Polk said that it was very helpful for the Measure C Citizens’ Oversight Committee. Mr. Purvis asked for a clarification. Ms. Pisching asked what line item a payment on the reports. Staff will look into it.

Staff has been presenting updates of the Lease-Leaseback projects to the Governing Board monthly at the Facilities Subcommittee meetings. Ms. Van Gundy explained there are currently seven projects and the presentations are located on the District webpage under Facilities/Current Projects. The majority of the projects is being prepared for the Division of the State Architect submission or has recently been submitted. The Public Safety Academy was submitted in June and we are anticipating the approval in early December. As mentioned at the last meeting, contractors are currently soliciting competitive bids for subcontractors which include advertisement in the local papers and trade journals. Ms. Pisching asked if the subcontractors are part of the District’s prequalification program. Ms. Van Gundy responded that the contractors will use the District’s Board Approved Prequalification Program and list of approved contractors to prepare the bids. This will include legal advertising in the local paper. And the District will be able to see the results using the “open book process” which allows the District to see all documentation submitted by the contractors. In a traditional “hard bid” the District would not be able to see the submissions, just the amount of the bid and the name of the subcontractor.

C. UPDATE ON PROJECT LABOR AGREEMENT (PLA)

Attached to the report sent in advance to members. It was requested by one member that staff prepare a report showing the cost difference for a PLA. Ms. Van Gundy explained that there is no definitive way to qualify if additional costs are attributed to a PLA. No further discussion was held.

D. UPDATE ON PLAN TO MAINTAIN MEASURE J PROJECTS

Ms. Van Gundy explained that Mr. Covington has presented a 25% increased contribution to “Fund 14”, the maintenance budget, for the Governing Board consideration at the October Facilities Subcommittee meeting and will be presented for the full Board at the December 7, 2017 meeting within the first interim report.

FUTURE AGENDA ITEMS

A. FUTURE DISCUSSION:

1. Plan to maintain Measure J Projects – update of December 7th meeting.
2. Information was requested regarding new technology infrastructure for the upcoming Measure J projects.

3. What has changed as a result of Measure J — 21st century learning classrooms – how will the support be addressed for technology?

B. REVIEW OF FUTURE MEETING DATES

The committee discussed the locations for the next three meetings. A change was made to the January meeting because it falls on a holiday. Changes were made as follows:

1. District Office – January 8, 2018
2. Suisun Valley – March 12, 2018
3. Public Safety Academy – May 14, 2018

FUTURE AGENDA ITEMS

The January 15, 2018 meeting lands on a holiday. The meeting time/location was changed to January 8th at 5:00pm at the District Office. A tour will not be held for this meeting. Other adjustments were made as follows:

1. Update on LLB
2. Maintenance Budget for Measure J Projects – update for December 7th Board results of increase
3. Include Project Status for Measure J Projects – what is the anticipated

Ms. Modena made the motion to adjourn the meeting at 7:08pm Ms. Mallari seconded.

Approved: _____


Ms. Jana Modena, Vice Chair