

Citizens' Oversight Committee
Meeting Minutes
December 12, 2016 – 5:00 p.m.
District Office
2490 Hilborn Road
Fairfield, CA 94534

A meeting of the Fairfield-Suisun Unified School District Citizens' Measure J Oversight Committee was held at the District Office, Room 102.

CALL TO ORDER

Mr. Rick Wood called the meeting to order at 5:01 p.m.

Members in attendance: Nicole Mallari, Jana Modena, Barbara Pisching, LeRoy Purvis, Chuck Wood, and Rick Wood

Absent: Robert C. Thomas, excused; Rochelle Sherlock, excused

District Administration in attendance: Mark Covington, Executive Director, Facilities and Operations, Kim Van Gundy, Assistant Director, Facilities & Construction; Rachel Dula, Facilities Planner; Michelle Henson, Assistant Superintendent, Business Services

Public in attendance: Murray Bass and John Takeuchi

APPROVAL OF MINUTES

Ms. Modena made the motion to approve the minutes of the October 18, 2016, meeting with the one correction noted and Mr. Chuck Wood seconded. All voted aye and the motion passed. The correction is to Ms. Goehring's name on page 3.

REVIEW FINANCIAL REPORT TEMPLATES

Mr. Covington reviewed the templates that are currently being used by Measure C. The first template is a report on Fund 21, which is the building fund. It notes the sale of bonds, the interest earned, and the amounts transferred in and out of the fund. The second template shows the costs per project. The final template is a one-page summary of all funds associated with the projects. Mr. Rick Wood suggested the Committee starts with these templates. Ms. Van Gundy suggested that the second template can have a better layout to allow for better readability. Mr. Rick Wood suggested that staff provide a glossary of acronyms for the next meeting.

STAFF REPORT

Mr. Covington summarized the Request for Qualifications (RFQ) for geotechnical, topographic and inspector firms. The District will most likely move forward with another RFQ for more inspectors. The pool of architects was also approved and will give the District an opportunity to create a design team assigned to specific sites.

Ms. Pisching asked how these firms are paid. Mr. Covington clarified the architects are paid from Measure J funds for their full scope of service. It is a fixed, negotiated price.

The price will be negotiated based on scope. Therefore, the architect's fee will not necessarily be a percentage of the project as was typically done in the past.

Mr. Rick Wood stated that schools should be a source of community pride. He would like the architects to bring their creativity to our schools. Mr. Covington agreed and would like architects to find cost effective design elements. Mr. Covington suggested the Committee check out the approved architects' websites to see the designs they have created.

UPCOMING MEASURE J PROJECTS

Not every school will be touched in the first bond sale. There are approximately 14 projects moving forward. Work will start to occur next summer at Suisun Valley, and the track and field projects at Fairfield High and Rodriguez High. Mr. Covington explained the process; it could be a year and a half from hiring the architect to start of construction due to review times at the Division of the State Architect.

Mr. Chuck Wood asked for the specific list. Mr. Covington clarified that staff will bring a list for the Committee at the next meeting. Mr. Chuck Wood also requested a picture of each school and a map of all the locations. Mr. Purvis suggested older facilities should be prioritized. Ms. Van Gundy explained that the Rodriguez track was prioritized because structural issues were creating safety concerns for the students.

Mr. Rick Wood asked if any land purchases are planned as part of Measure J. Mr. Covington answered that there are not.

Mr. Chuck Wood asked for further information on how the negotiation will work with the architects. The District will choose the architect from the pool for a specific project or a specific site and then start the negotiation process. If the District cannot come to terms with the architect, then another architect will be chosen from the pool.

Ms. Pisching located the Notice of Awards on the District website for Dover projects and inquired how these were being funded. Ms. Van Gundy responded that Prop 39 is funding the lighting project. Ms. Pisching also asked about the "Notice of Exemptions" for several projects posted on the website. Mr. Covington explained that the California Environmental Quality Act (CEQA) has certain requirements for all projects that must be evaluated. These projects qualified for a categorical exemption. Mr. Chuck Wood clarified that CEQA is about how the project affects the environment and the exemption shortens the time period in which someone can contest the finding.

Ms. Pisching would like to see the bid amounts prior to approval. However, the Governing Board must approve the bid award first, and then the Committee will see the bid amount.

PUBLIC COMMENT

Murray Bass and John Takeuchi made comments regarding Measure J funds and how they would like to see the funds spent.

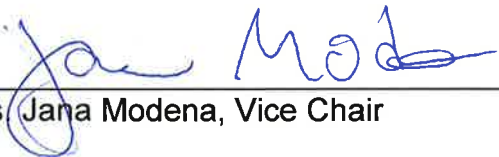
FUTURE AGENDA ITEMS

The next meeting will be held on March 13, 2017, at 4:30pm at a site to be determined. The Committee requested the following items:

1. Update on the PLA negotiation process
2. Binders containing site maps and plans
3. Measure J project list

Mr. Chuck Wood made the motion to adjourn the meeting at 6:18pm. Ms. Modena seconded.

Approved:



Ms. Jana Modena, Vice Chair