

**SAN JUAN UNIFIED SCHOOL DISTRICT  
CITIZENS' OVERSIGHT COMMITTEE (COC)**

Thomas Edison Language Institute

July 28, 2015

6:00 pm



**SJUSD COC MEETING MINUTES**

Committee Member	Present	Absent	SJUSD Staff	Present	Absent
VACANT – PTA Rep		X	Greg Paulo – Board Member	X	
Eric Bakke – Chairperson –Parent Rep	X		Frank Camarda – Senior Director Facilities, Maintenance & Transportation		X
William Baker – At-Large Community Rep	X		Brett Mitchell – Director Facilities Construction & Modernization	X	
Bronwyn Bateman – Senior Citizen Rep	X		Keith Reid – Communications	X	
Brian LaPask – At-Large Community Member		X	Tony Oddo – Mod Coordinator	X	
James Ray - At-Large Community Member	X		David Burke- Planning Director	X	
Kip Skidmore - Business Rep	X		Cherie Chenoweth – Acct. Analyst		X
David Wolfe – Taxpayer Rep	X		Mike Hall – Project Planner		X
Jeff Slowey - At-Large Community		X	Joe Meistas – Project Planner		X

**Others in attendance:** Ronny Kagstrom (KMM), Jordi Rodriguez (Vanir), Jamie Matthews (auditor, Gilbert Associates), Eric Hartwell (ICS), Danny Martin (ICS), Kirk & Amy Rosenkranz (community members)

- 1. Call to Order, Roll Call and Quorum Count and Welcome Visitors:**  
Meeting was called to order at 6:36pm. Roll call, quorum reached
- 2. Approval of the Minutes:**  
Bronwyn made a motion, Kip seconded, to approve the minutes of 05/19/15 meeting.

**3. Public Comment:**

David Burke outlined the District's water conservation efforts, letting the Committee know that 10 different water districts cover SJUSD's schools.

**4. Announcements – Eric Bakke:****Vacancy in COC Committee:**

Committee now has two vacancies; member Jeff Slowey, At Large Community Member, resigned today. Eric will take a second look at applications from the last year to see if any are applicable to the new opening.

**Future Projects:**

The Committee is monitoring consistency with Facilities Master Plan and Bond monies spent; making sure SJUSD is "sticking with the plan".

**Bond Strategy:**

Eric would like to keep this on the agenda as an ongoing conversation. Acknowledged it was great to hear financial strategy from Jeff Small at the last meeting. It is good to be mindful of how and where spending occurs.

**Davis v. Fresno:**

Discussed the litigation between Davis Construction and Fresno Unified School District regarding Lease Leaseback. Eric believes that San Juan has a competitive process, but believes all Districts will be reevaluating their LLB practices.

Asked Brett to have legal look at SJUSDs contracts, and comparison to Fresno Unified. Brett replied that this is already done, and went over the comparisons found. Brett further informed that counsel is confident in SJUSD approach to LLB.

**Voting for Chair/Vice-Chair:**

William Baker made a motion to maintain current leadership for the next year. Motion seconded by David Wolfe and passed unanimously.

**5. Staff Announcements (continued) – Brett:****CM Facilities Position:**

First round of applicants did not produce a satisfactory candidate. Job reposted, just closed. Interviews set for Tuesday, August 18.

**Efficiency: LED Project:**

Went over handouts; outlined savings (cost avoidance) with the new lights. 7 year warranty on lights; M&O should not have to change out a light in that time.

**Signature Project Update:**

Bella Vista-contractor selected; in Design Development. Temporary housing, 7 classrooms, going to the DSA August 6.

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Rio Americano-Currently in the Design Development phase. Ready to proceed with RFQ. Both projects to be completed February/March 2017.

**Class Size Reduction:**

Facilities/Bond Department is working proactively with central enrollment on Class Size Reduction needs.

Discussed upcoming classroom/portables being placed or built at Edison, Greer, Cowan, Green Oaks, Mariemont, Thomas Kelly

**LLB Institute:**

Intent to train local contractors in SJUSD's ways of LLB is still there; need to get through summer build and fill the CM position before proceeding further.

**Uniform Cost Accounting:**

M&O utilizing this process. Also looking at opportunities to increase DVBE Participation with this method.

**Alternative Delivery Methods:**

Frank and Brett to participate in DBIA training for Design Build delivery methods.

**Press Opportunities:**

Keith Reid said we have been getting lots of good press from Capital Public Radio, Channel 13 News and the Sacramento Bee.

**6. Introduction of new Auditor, Jamie Matthews from Gilbert Associates, Inc.:**

Jamie Matthews introduced herself and explained the process with which she will be auditing the financial records of Measure S, J & N. A short question and answer period followed. Member Kip Skipmore suggests that the audit look more for conformance of expenditures to Bond guidelines, than for things like prompt payment procedures.

**7. Project Construction Update-Tony Oddo and Ronny Kagstrom:**

Tony outlined projects currently underway, covering Class Size Reduction and summer construction projects. Tony advised the Committee that all HUD trailers have been removed from school sites, per Ed Code requirement.

Ronny informed the Committee that under Measure J the work is progressing on Fire Alarm safety. Currently 5 projects are in scoping, 2 projects for upgrades, and two are out to bid.

Under Measure N has Wireless Access Process (WAP) in progress on all 54 campuses, currently 34 are completed. The Data Center at the District Office was upgraded with UPS and battery backup; this system houses the entire District's data.

Eric Bakke asked that language for Measure N be reviewed; he believes it allows for school site work only. Brett explained that this work is part of technology and infrastructure, and the work done at sites will not be supported if the Data Center is not

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upgraded. As well, Bond language states “along with certain education service facilities utilized on a District-wide basis.”

**8. New Items – Committee**

Kip Skidmore would like to take 2 projects (Arden/Churchill maybe) and have an independent consultant review and compare them. Would like an analysis of how a project would be if it was LLB versus Design Bid Build.

A lengthy discussion was held regarding LLB practices and Design Bid Build practices, differences and similarities.

Brett reminded the members that there is an equitable balance between Lease Leaseback and Design Bid Build projects, and that preference is given per project based on best fit.

**9. Adjourn Meeting:**

Meeting was adjourned at 8:05pm.