

GARDEN GROVE UNIFIED SCHOOL DISTRICT
 BOND OVERSIGHT COMMITTEE MEETING
 FACILITIES OFFICE
 8211 LAMPSON AVENUE
 GARDEN GROVE, CALIFORNIA

May 13, 2014

<u>Committee Members</u>	<u>Present</u>	<u>Absent</u>
Barbara C. Barker	_____	X _____
Kevin Condon	X _____	_____
Bernice Flatebo	X _____	_____
Peter Florin	X _____	_____
Lila G. Held	X _____	_____
Joan Mildenstein	X _____	_____
Thuong Nguyen	X _____	_____
Lactan Nuygen	_____	X _____
Jennifer Sieve	X _____	_____
Ted L. Stevens, Jr.	X _____	_____
Jeffery S. Trader	_____	X _____
Robert Tucker	X _____	_____
 <u>District Supporting Staff</u>		
Nancy Mefford	X _____	_____
Rick Nakano	X _____	_____
Margie Brown	X _____	_____
Jerry Hill	X _____	_____
Sal Sanchez	_____	X _____
JoAnne Tran	X _____	_____
Amy Stevens	X _____	_____

The Bond Oversight Committee held its meeting at the Facilities Office at 8211 Lampson Avenue, Garden Grove and a Facilities office tour was conducted. Information Item

Margie Brown, (director, Facilities) and Jerry Hills, (assistant directory, Facilities) presented a facilities status of the Measure A Modernization Master and Phasing Schedules, and an overview status of the Group III schools. They also discussed the Group IV schools currently under construction which are to be completed by June 5, 2014. Presentation - Facilities

The meeting was called to order by Chairperson Stevens at 3:55 p.m. followed by the Pledge of Allegiance. Call to Order

Nancy Mefford, BOC Coordinator (executive director, Business Services) announced that six current BOC members who reapplied, Bernice Flatebo, Peter Florin, Lila G. Held, Joan Mildenstein, Lactan Nuygen, and Robert Tucker, and two new BOC members, Kevin Condon and Thuong Nguyen, were approved at the Regular Meeting of the Board of Education on April 1, 2014, and committee member and supporting staff introductions were made. Information Item – BOC Member Selection

Glenn Wantz, district plumber, spoke to the committee on the quality of work performed by the modernization team and submitted a letter describing his observations. Public Comments

A BOC member requested a response from Jerry Hills, (assistant director, Facilities) and Margie Brown, (director, Facilities) to Mr. Wantz' concerns. Jerry Hills responded that he will prepare a response to Mr. Wantz' comments and forward it to the committee as soon as possible.

Chairperson Stevens called for comments or questions to the minutes presented to the Committee for approval of the Bond Oversight Committee Meeting of January 14, 2014. BOC Member Tucker requested that a correction to the minutes be made. He stated that the question asked as to whether schools will be receiving air conditioning should have been whether current bond funds are being used to install air conditioning. He also stated the response noted from Amy Stevens, Public Information Officer, was incorrect and should have been that no current bond funds are being used for air conditioning and the district would have to issue another bond in order to add air conditioning to other school sites. Amy Stevens was in agreement with his correction to her statement. Minutes

BOC Member Tucker noted his disagreement of the comment by Sal Sanchez, (director, Maintenance, Operations, and Transportation) at the Bond Oversight Committee Meeting of January 14, 2014 regarding the handling of asbestos by employees. Information Item

Minutes of the May 13, 2014, Bond Oversight Committee Meeting

Margie Brown and Jerry Hills continued with the status of facilities projects including interim housing, fencing, gates, and outdoor lunch shelters at school sites on a strict as needed basis. Presentation – Facilities (cont.)

Nancy Mefford presented financial reports generated from the facilities accounting program. These reports are available on the district's website (a website link will be added to future email messages to the BOC members). The reports that were presented are Sources and Budgets Report, Budget Status Report of active work encumbered, and Expenditure Worksheet which is a detailed report of checks that were written to vendors. Presentation – Financial Reports

There is no change to current BOC officers. Ted Stevens, Jr. still has one year remaining of his chairman post. Administration – Election of Officers

On April 14, 2014, BOC members toured two modernized sites, Lawrence and Crosby elementary schools. Lawrence Elementary School will move back from their temporary site at Chapman Adult Education campus early June 2014. Site Visit Discussion

Future site visits will be held summer 2014, starting at 3:30 p.m. Nancy Mefford will make sure the schools that will be visited are in close proximity to each other. Future Site Visits

A BOC member asked why there were no shade shelters at Hill as they have picnic tables in the sun. Discussion – Committee Members

Jerry Hills responded that Facilities is working with the Assistant Superintendent of Elementary Education and criteria has been established where schools that have 700 or more students and have an area next to the MPR where a shade shelter could be installed, would be receiving one. Hill has fewer than 355 students; therefore they are not receiving one as they have room for students to eat in their MPR.

A BOC member asked why the contingency fund is at 90.7 percent at Monroe if the project is complete.

Margie Brown explained projects cannot be closed out until all invoices are received and board approved. Some vendors do not bill or are months behind. State agencies take as much as two years to bill for project costs

A BOC member asked if any plans exceeded costs with contingency.

Margie Brown explained all sites are within budget.

A BOC member asked what types of projects is the district doing with Proposition 39.

Margie Brown said there are no projects being done with Proposition 39.

A BOC member recalled that Sal Sanchez stated at the January 14, 2014, meeting that hazardous material logs would be posted on the website.

Jerry Hills said hazardous material reports are posted on our internal network.

Future meetings will be September 23, 2014, and January 13 and May 12, 2015, at the Facilities Department, 8211 Lampson Ave. Garden Grove, starting at 3:30 p.m. Future Meetings

There being no other business, the meeting was adjourned at 5:20 p.m. Adjournment

Signature on file
Ted Stevens, Jr., BOC Chair