



MINUTES
ORANGE UNIFIED SCHOOL DISTRICT
Measure S
Citizen's Oversight Committee
District Office – 6:00 p.m.
CONFERENCE ROOM B
January 23, 2019
Meeting No. 8

I. CALL TO ORDER

Chair Diana Fascenelli called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLIGIANCE

Chair Fascenelli invited members to join her in reciting the Pledge of Allegiance.

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III. ESTABLISHED QUORUM

Fascenelli, Carolyn Cavecche, Bill Campbell (arrived 6:05 pm), Mrunal Shah, Bill Utter. Absent: Trevor O'Neil and Jennifer Schuerger. Staff attending: Dr. Gunn Marie Hansen, David Rivera, Jenny Delgado, Scott Harvey, and Rory Lorenzo (Cumming)

IV. PUBLIC COMMENTS

There were no comments from the floor.

V. APPROVAL OF AGENDA

Action

Motion was made by Member Shah to approve the Agenda with the correction of Item IX. 2017/18 Annual Financial and Performance Audit from Action to Information. Second by Member Campbell.

VI. APPROVAL OF OCTOBER 17, 2018 MINUTES

Action

Mrunal Shah requested additional time to review the October 17, 2018 COC meeting minutes. Chair Fascenelli and committee members agreed by mutual consent to defer approval and place approval of minutes on the agenda of the next meeting.

VII. AMEND AND CORRECT MINUTES

Action

Member Cavecche noted that the approved July 25, 2018 Meeting No. 6 Minutes - Item XI. COC Bylaws Review and Discussion, as reported contained a fundamental error. The July 25, 2018 Meeting Minutes are amended as attached clarifying language contained in Item XI. COC Bylaws Review and Discussion.

Member Cavecche moved to reopen and amend the standing minutes for July 25, 2018. Second by Bill Campbell.

Motion Passed: 5-0-2

Note: At this time it was noted that an error was also contained in Item VI. Approval of the Minutes, which incorrectly identified April not July as the correct month. This correction was mutually accepted by the Committee.

VIII. CITIZENS' OVERSIGHT COMMITTEE PROCEDURES, POLICIES, AND GUIDELINES **Information**

Chair Fascenelli and Member Cavecche discussed that the information requested of Staff by the Committee concerning the originally presented May 24, 2017, COC Bylaws were 1.) Clarify with staff that the Committee Members are not subject to complete 700 Forms; and 2.) for District Staff to continue to act as a Secretary to the Committee. It was further discussed by the Committee Members that since so much time has lapsed, it would be in the best interest of all parties at this time to accept as it stands, the presented COC Bylaws.

A motion to accept Bylaws was made by Member Utter. Second by Member Campbell.

Motion Passed: 5-0-2

IX. 2017/18 ANNUAL FINANCIAL AND PERFORMANCE AUDIT **Action Information**

Presenter: Christy White - Christy White and Associates

The Audit Report as presented by Valerie Shaw, Audit Manager, Christy White and Associates was not accepted by the Committee due to a sampling error and requested additional clarification and explanation of contract samples.

The Committee decided by mutual consent to table the item and place it on the next meeting's agenda, allowing time to gather requested information from auditor and staff.

X. ANNUAL REPORT AND PRESENTATION TO BOARD OF TRUSTEES **Action**

The identification and assignment of a Committee Member to deliver the report at the Board of Trustees Meeting - February 12, 2019.

Discussion:

Since the Committee Members requested clarifying information from the Auditor and Staff, the Audit Report will not be presented at the February 12th Board of Education meeting, but instead proposed presenting the Report at the March 14, 2019 Board Meeting.

The Committee further decided to have the COC Chair present the Annual Report to the Board of Education.

Member Cavecche moved that the Chair Fascenelli present the Annual Report to the Board of Education at the March 14, 2019 Meeting. Second by Member Shah.

Motion Passed: 5-0-2

XI. ESTABLISHMENT OF COC MEETING DATES FOR 2019 **Action**

- February 20
- April 24 (Orange HS)
- July 17
- October 16 (Villa Park HS, Library)
- January 22, 2020

Member Shah moved to accept the proposed COC Meeting dates. Second by Member Utter.

Motion Passed: 5-0-2

XII. MEASURE S PROGRAM UPDATE **Information**

Mr. Harvey and Mr. Lorenzo reviewed handouts provided to the Committee:

1. Measure S Board Meeting Update
2. Change Order Summary
3. 3.0 Financial Report
4. Science Center Cash Flow Projection
5. Program Schedule Summary

Discussion:

Mr. Harvey mentioned three high school projects are out of DSA, however Canyon HS Project, due to its bigger project size, was taking slightly longer to approve. Villa Park and Orange HS Projects are currently in the construction phase. Orange HS project was awarded to Pinner Construction. Angeles Contractor was awarded to Villa Park HS bid. El Modena HS will be entering the bidding phase soon. Currently, the valued-engineered savings has reached approximately \$3M. The utility upgrade at Orange HS went smoothly and Increment 1 is nearly complete.

Also reviewed by Mr. Harvey was the change Order Summary for Increment 1. Member Cavecche questioned the utility connection permit fee and late filing cost. Mr. Harvey responded the permit delay was due to the reconfiguring of the layout due to unforeseen circumstances and additional soil testing thereby causing additional permit fee costs. Mr. Lorenzo mentioned there was a lot of discovery done at the Orange HS site and a lot of back and forth between the City of Orange and the project architects. Mr. Lorenzo responded to Member Cavecche question stating the number of change orders were within the normal range for the project size.

Photographs shown of Villa Park HS ground-breaking ceremony.

XIII. FINANCIAL UPDATE

Information

Mr. Rivera mention that since October 2018, there has not been a lot of financial activity since staff has worked to get the bids out resulting in more administrative costs. However, by spring the COC Committee will see more of the actual construction costs.

XIV. CORRESPONDENCES

Chair Fascenelli reported that the COC Committee was in receipt of a community member, Mr. Joe Ferrentino's email communication.

XV. AGENDA ITEMS FOR NEXT MEETING

1. Phase II planning update.
2. COC Member term expiration date.
3. Audit Update.

XVI. ADJOURNMENT

The meeting was adjourned by Chair Fascenelli at 7:32 p.m.
