

**NEWPORT-MESA UNIFIED SCHOOL DISTRICT
MEASURE F CITIZENS OVERSIGHT COMMITTEE**

**MINUTES AND REPORT OF THE MEETING OF
February 22, 2021**

The Citizens Oversight Committee met via teleconference on Monday, February 22, 2021.

MEMBERS PRESENT

Julio Zunzunegui, Mariners Parent (Chairman)
Mitch Vance, TGV Partners
Suzanne Gauntlett, Member at Large
Robert Ooten, Member at Large
Laura Ursini Marroquin, Community Relations, Newport/Naples Rib Company

MEMBERS ABSENT

Richard Rutledge, Estancia Parent & PTA Member
Lee Ramos, City of Costa Mesa Senior Commission

ALSO PRESENT

Tim Holcomb, Assistant Superintendent, Chief Operating Officer, NMUSD
Jeff Trader, Executive Director, Chief Financial Officer, NMUSD
Ara Zareczny, Administrative Director, Facilities Development, Planning and Design, NMUSD

HANDOUTS (Via Email)

Meeting Agenda for February 22, 2021
Estancia Theater Expenditure Report
Minutes of December 7, 2020 – Unadopted

WELCOME AND INTRODUCTION

Committee Chair, Mr. Julio Zunzunegui, opened the meeting at 6:35 pm

ADOPTION OF THE AGENDA

Agenda for the February 22, 2021 meeting was amended and adopted.

ADOPTION OF THE MINUTES

Minutes from December 7, 2020 meeting were adopted.

FISCAL REPORT

Mr. Trader reported on the financial activity since the December 7th meeting regarding the Estancia Theater.

Ms. Zareczny elaborated on the DSA process and reported that DSA is currently reviewing the architect's plans.

PROJECT REPORT

Ms. Zareczny reported on the status of the Estancia Theater project as follows:

Currently we sent out an RFP (Request for Proposals) for Construction Management Services. We are working with our Purchasing department who sends out notices for proposals, receives the proposals, and hands them over to be evaluated by a team (which includes Facilities), to see if they meet our qualifications. Ultimately, we will interview a few of those firms. We have a rating sheet we use to evaluate their qualifications, and taking the top 5-7 firms, we will conduct interviews to establish who will be overseeing the construction of the theater. We will then go to the Board for approval, so that when we are DSA approved and ready to bid the project we will have all the contracts in place.

Mr. Zunzunegui asked if this is the constructability process. Ms. Zareczny explained that we are currently looking for limited contract which includes constructability and construction administration. Mark Manstorf in Facilities will be the Project Manager for the district on this project.

Ms. Ursini asked if there was a project timeline and list of milestones available and Ms. Zareczny stated that one was presented to the Board and she will get that timeline to the COC members. The Board presentation is also posted on the District website.

Ms. Zareczny said we are on schedule and on track with our project timeline.

OTHER

None

ADJOURNMENT

Meeting was adjourned at 6:58 pm.