BURBANK UNIFIED SCHOOL DISTRICT

SCHOOL FACILITIES OVERSIGHT COMMITTEE

Minutes of the Virtual Meeting Held on
December 1, 2021

1. CALL TO ORDER

The virtual meeting of the School Facilities Oversight Committee was called to order by Larry Cross at 7:33 a.m. Committee Members present: Janet Diel, Shaun Hasas, Raymond Juarez, Joe Marando, Brandon Mullins. Carolyn Bisson, Michelle Wolloff and Justin Worsham were absent.

Alternate Member present: Geovanna Waters.

Also present: Board President Steve Frintner, Board Vice President Charlene Tabet, Superintendent Matt Hill, Assistant Superintendent Debbie Kukta, Director of Facilities Larry Cross, and Director of Information Technology and Educational Support Rick Vonk.

2. APPROVAL OF MINUTES OF OCTOBER 6, 2021 – Due to lack of quorum, minutes will be brought back for approval at the next meeting.

3. REQUEST TO ADDRESS THE COMMITTEE – There were no requests to address the Committee.

4. STATUS OF RESPONSE TO PREVIOUS QUESTIONS –
FLOODED LAWN AREA – STEVENSON – Mr. Cross noted there hasn't been a lot of rain lately so it has been hard to tell but during last rain everything worked fine; storm drains on both sides of the property have been kept clear of trash and debris; currently no issues and everything is working fine.

5. PROJECT PLANNING UPDATE – DISNEY – Mr. Cross reported that the Disney building has been stuccoed; outside has been sealed up; currently in the process of removing scaffolding this week which will allow moving into the interior; the electrician will be powering up the building; will start planning installation of data cabling; wrapping up some interior finishes; once stucco cures, painting will need to be done to match existing buildings.

6. SFOC UPDATE POWERPOINT PRESENTATION – The following items have been approved by the Board of Education: additive change order #1 for Santa Clarita Concrete for the addition of the slurry being added to the Disney restroom building; additive change order #1 for Lundgren Management to incorporate the work that was not finished from the 2017 bond project at Disney that will be completed with this project; additive change order #2 for H&S Electric for the relocation and restoration of electrical; amended contract to correct dollar amount for H&S Electric change order #2; amended contract to add the alternate pricing that will be done by Santa Clarita Concrete; ratification of galvanized drain grates for Disney project; notice of completion for slurry seal and striping at Bret Harte; and notice of completion for slurry seal and striping at Roosevelt.

Mr. Cross detailed the Facilities Project Update and noted the following: Disney Project - Stucco is now 100% complete; elevator machine room is 90% complete, just needs to be powered up to test; wiring overhead will be put below ground and once complete, flatwork will start; due to the lack of funding, the Teddy Bear Park project's scope of work will be reduced; currently in DSA waiting for approval to remove some items like portable building that will not be installed.

Mr. Mullins arrived at 7:43 a.m.

Mr. Vonk detailed the Technology Project Update and noted the following: Nimble Storage Array is tied to Router Cards PO; Faxing working successfully through voiceover IP network at Disney Elementary; continuing testing to make sure everything is working and will be duplicating throughout schools and offices; hoping to be completed by next update. 21st Century Retrofit is tied with upgrading a SQL server and creating a window server for software to be installed; outsourced with AMS, as the Systems Analyst position is vacant; AMS has created both, waiting for them to migrate the rest of old SQL databases before implementation. Disney interactive display demonstration occurred last month, but after the demonstration of the technology, it was determined we would not be implementing this technology. The school site will receive what the other sites received, and Debbie

McHorney has offered optional training for any teacher interested. There is no change on District firewall installation due to the vacant Network Analyst position; the system is operational; need to review and streamline policies as it's a second-generation upgrade; working with AMS on any issues for various projects.

Mr. Marando asked for more clarification on the Disney Modular and questioned if the District would utilize conventional large screen monitors and software currently used to present materials. Mr. Vonk explained that the standard equipment across the District would be used, such as the overhead projectors with drop-down screen, Crestron System, and Lightspeed Audio System. Teachers can use iPads to control the computer remotely to move around the classroom.

Ms. Diel arrived at 7:49 a.m.

Mr. Marando questioned if the Crestron equipment will be upgraded and will older units be used; Mr. Vonk explained there are newer versions but requires new setup, training, and support, but for now, keeping with current district equipment standards; Mr. Vonk noted that a new bond would allow for a pilot program, buy-in from schools and the Technology Taskforce for the best technology in supporting instruction; discussed vacant positions; Mr. Vonk stated AMS has been helpful to outsource for assistance in the meantime. Mr. Marando commented on the bond funds usage with the lack of technology longevity and inquired if District would lease tech items and upgrade; Mr. Vonk responded it depends on what is being leased and for how long; he also mentioned the District is always looking into other sources of funding to help fund tech equipment.

Board Vice President Tabet asked for a refresh on Roosevelt Teddy Bear Park project; Mr. Cross detailed the conflict with not having enough bond funds remaining to complete original scope of work, omitting portable buildings on that section of campus and reducing scope for the rest of work due to lack funding; the scope has to be reduced and changes approved by DSA; crack seal and repair, slurry, and restripe on lower playground will be remainder of work until Disney project is finished; discussion if Joint Use funds can be used as City uses park on weekends; will be discussed at next Joint Use meeting; not enough funds in Joint Use to cover remainder of work but will discuss options; Superintendent Hill mentioned original reduction of scope that focused on playground, ADA ramp, and bathroom; same project but now being reduced to just ADA work and blacktop as funds were transferred to other projects; will revisit conversation with City helping with asphalt and playground.

7. REVIEW OF BUDGET STATUS – Ms. Kukta briefly highlighted and asked if there were any questions regarding the monthly reports of Fund 14 (Deferred Maintenance), Fund 21 (Bond), Fund 25 (Growth) and Fund 40 (Special Reserve). Ms. Kukta mentioned that the District is currently in line to receive an additional $1.8 million in Office of Public-School Construction (OPSC) funding for Fund 40 (Special Reserve fund for Capital Outlay). Fund 40 is where the BHS pool project and track/field replacement for both high schools are being funded; activity will continue to be updated.

   CALIFORNIA FINANCIAL SERVICES (CFS) MEASURE S PROGRAM FINANCIAL REPORT 12-1-2021 –
   This report reflects the Bond projects and other funding used. The schedule update was delayed due to First Interim budget report; the report for the February meeting will collapse completed/cancelled projects to relieve funds; with future projects prioritized after knowing how much is left after the Disney project is completed, focusing on safety projects such as door locks being replaced throughout District.

8. COMMITTEE COMMENTS – Ms. Kukta and Mr. Cross thanked and highlighted Kathy Yaeger for her years of service and support with the SFOC meetings and committee.

9. ALTERNATE/EX-OFFICIO COMMENTS – No comments were made.

10. NEXT MEETING – The next meeting will be held virtually on Wednesday, February 2, 2022, 7:30 a.m.

11. ADJOURNMENT – Mr. Cross adjourned the meeting at 8:03 a.m.