

Irvine Unified School District
MEASURE E CITIZENS OVERSIGHT COMMITTEE (COC)
MEETING MINUTES
January 28, 2019

Meeting Location: Irvine High School, World Language Building - Room 5
Call to Order: The meeting of the Measure E Citizens Oversight Committee (Committee) was called to order.
Roll Call: Roll Call was conducted via sign-in sheet
Members Present: Todd Cope, Connie Stone, Jeffrey Schmeh, Ryan Larson, Adele Heuer, Patti Ragland, Kristi Smemoe, and Betty Jo Woollett
Members Absent: Roza Mansouri, Terri Elia, and Kenric Stone
IUSD Staff: John Fogarty (Assistant Superintendent, Business Services), Kelvin Okino (Executive Director, Facilities & Construction), and Cathie Rain (Administrative Assistant, Facilities & Construction)
Guests: None
Next Meeting Date: Monday, April 22, 2019 at 6:30 p.m. at Eastshore Elementary School

Measure E Citizens Oversight Committee Business

1. Call to Order; Roll Call

A. Chair Adele Heuer called the meeting to order at 6:38 p.m. Roll call conducted via sign-in sheet.

2. Approval of October 8, 2018 Meeting Minutes

A. Chair Adele Heuer opened the minutes for discussion. There were no items for discussion or correction. Member Patty Ragland moved to approve the October 8, 2018 meeting minutes, seconded by Member Betty Jo Woollett. The October 8, 2018 minutes were adopted.

3. IUSD Building Fund (Measure E) Financial and Performance Audit for 2017-2018

A. Presented by John Fogarty. A copy of the audits was distributed and discussed.

B. In accordance with Proposition 39 (2000), an annual independent financial audit and performance audit was conducted. The audits were performed using standard audit practices. Two (2) pages of the financial audit were emphasized and discussed: on page 7, there is an unmodified opinion that the financial statements were presented fairly with no findings. On page 16, Member Betty Jo Woollett stated that the page was blank and John Fogarty commented that this is what we want to see and the audit was very clean, without comments, and he praised staff for their hard work.

C. If necessary, both John Fogarty and Kelvin Okino are available for questions.

D. The audits will be presented to the Board at the February 5, 2019 Board of Education Meeting.

4. Annual Report 2017-18 Draft

- A. Presented by Kelvin Okino. A ‘draft’ copy of the Annual Report was distributed and discussed. Kelvin Okino asked that the Committee take time to review and email either himself or Cathie Rain with any concerns.
- B. John Fogarty added that the Annual Report will be presented to the Board at the February 5, 2019 Board of Education Meeting. He invited the Committee to attend.
- C. There were no questions or items for discussion.

5. Measure E Series 2016A (Series 1) Financial Reports

- A. John Fogarty presented the financial reports and a copy was distributed.
 - i. John Fogarty explained that all budgets are now post bid.
 - The report is similar to reports distributed at previous meetings.
 - The report provides a summary of the Budget and Expenditures for the Measure E projects and the primary function of the Committee is to review Fund 21.
 - Fund 21 budget totals show \$108.1 million instead of \$95.0 million. The total now includes the \$13.1 million that was brought forward from the Series 2 bond sales.
 - ii. Kelvin Okino explained that he reviews the project cost reports on a monthly basis to determine if there are any surplus funds.
 - iii. Member Kristie Smemoe asked if Bonita Canyon Elementary School was completed. Kelvin Okino responded that the Series 1 project is complete and the Series 2 project will begin planning in February 2019.
 - iv. John Fogarty noted a new summary has been added to the financial reports for Series 2. Details will be provided once the projects are underway
 - v. Member Kristie Smemoe asked what projects are still underway. Kelvin Okino noted that seven (7) sites are complete and the remaining fourteen (14) are under construction.

6. Measure E Project Updates

- A. Kelvin Okino presented an update of the Measure E projects and distributed a copy of the presentation. He discussed the following information.
- B. State Funding Update
 - i. Governor Newsom’s 2019/20 Proposed Budget includes \$1.5 billion in General Obligations Bonds for the School Facility Program and Assembly Bill 48: Kindergarten-Community Colleges Public Education Facilities Bond Acts of 2020 and 2022.
 - ii. Member Kristie Smemoe asked if the bonds are something we vote on. John Fogarty noted that facility funds are either provided through the Budget Act or bonds placed on the ballot. He added that bonds can be placed on a ballot either through an initiative (signatures) or a vote of legislation.
 - iii. Member Kristie Smemoe asked how these bonds affect Measure E. John Fogarty stated that these future bonds could provide additional funds to the District. However, depending on how kindergarten funding is determined, it may or may not affect the District. Typically, the governor’s initial budget does not provide much detail and the governor’s May revise could provide more information.

C. Construction Change Orders

- i. Kelvin Okino discussed the construction change order process. He explained change orders are often grouped into four (4) categories: unforeseen conditions; District requested changes; state agency requested changes; or architect errors or omissions. He used the example of a recent change order at Brywood ES. When the ceilings were removed, it was discovered that the ductwork material was not sheet metal. As a result, cleaning of the ductwork interior became more difficult. Due to this unforeseen condition, the ductwork was removed and replaced with new sheet metal ductwork.
- ii. Kelvin Okino explained that contractors' change order requests are reviewed by the architect and engineers, construction manager, project inspector, and District staff prior to recommending for Board approval.
- iii. Kelvin Okino provided a summary of the final change orders for the first seven (7) school sites. The total percentage of change is 0.68% over the original contract amount.

D. Project Updates – Series 1

- i. Kelvin Okino reviewed the projects that are completed and currently under construction. He reviewed the projects currently under construction site-by-site.
- ii. Kelvin Okino noted that the Woodbridge HS Performing Arts Center was rebid and awarded at the December 2018 Board Meeting. The project is now under construction and scheduled to be completed by March 2020. He added that staff worked with Brad Van Patten (Coordinator of Visual and Performing Arts), architect, and construction manager to identify work that could be removed or revised to bring the project back within the budget. Member Connie Stone asked what was included in the scope reduction. Kelvin Okino responded that work removed did not impact the program of the theater and many of the reductions were aesthetic, such as minimizing the lobby storefront, eliminating metal features, and revising interior walls.
- iii. Member Kristie Smemoe asked if the shape of the walls were revised. Kelvin Okino confirmed that the scalloped walls were straighten without affecting the acoustics. He added that while the scalloped walls were nice they were difficult and costly to construct.
- iv. John Fogarty noted that it is the District's interest to pull as much of bond proceeds forward because construction costs are expected to increase. The District needs to be careful not to overcommit projects and/or funds.
- v. Member Ryan Larson asked how far ahead of schedule we are. Kelvin Okino answered that the Measure E projects remain on-schedule with the last Series 1 project, Woodbridge High School Performing Arts Center, opening in the Spring 2020.

E. Project Updates – Series 2

- i. Kelvin Okino provided a brief update on Series 2 explaining that staff has started design meetings with the architect and school sites. Six (6) school sites are included within Series 2: Bonita Canyon, Northwood, Turtle Rock, and University Park Elementary Schools, South Lake Middle School and Woodbridge High School. The elementary schools will be designed, approved by Division of State Architect (DSA), and constructed. South Lake Middle School and Woodbridge High School will be designed and DSA approved. Construction on these two (2) schools will start when Series 3 funds are available.

- F. Tour of Irvine High School World Language Building and Special Education wing.
 - i. Prior to the tour, Kelvin Okino identified modernization work within the classroom. The following is typically for all the classrooms modernized: new electrical and data wiring/outlets/devices, new audiovisual system (projectors), new Extron voice lift system, new whiteboards and tackboards, new window shades, new ceiling tiles, new paint and carpet, and new furniture.
 - ii. Kelvin Okino led a tour through the corridor explaining the extent of the modernization. He added that the existing air conditioning units were removed and replaced with new units.
- G. Questions
 - i. There were no further questions or comments.

7. Adjournment

- A. Vice Chair Adele Heuer motioned to adjourn the meeting and was approved by Member Connie Stone at 7:26 p.m., seconded by Member Betty Jo Woollett.