

**Lompoc Unified School District
Measure N Citizens' Oversight Committee Meeting Minutes
October 22, 2008**

I. Call to Order:

The meeting was called to order at 3:57 p.m. by Helen Free. The following people were in attendance:

Helen Free

Ron Fink

Jesslyn Deleissegues

Michele Vass

*Katie Burke arrived at 4:07 p.m. (had called to say she'd be late)

Frank Lynch -- Superintendent

Stuart Hauck – KBZ Architects

Gary Mortimer – Interim Asst. Superintendent, Business Services

Handouts:

July 17, 2008 Meeting Minutes (for approval)

October 22, 2008 Agenda

LUSD Finance Report 7/1/2008 to 9/30/2008

Working Budget/Actual Expenditures to Date

Detail of LUSD Payroll paid by Bond Fund 7/1/2008 to 9/30/2008

Updated Bond Oversight Committee Membership List

II. Approval of Minutes:

A motion was made by Ron Fink, seconded by Jesslyn Deleissegues, and carried 3 – 0 to approve the July 17, 2008 meeting minutes as presented. Michele Vass abstained, as she was not part of the Committee nor attended the July 17, 2008 meeting.

III. Courtesy to Visitors:

There were no visitors present.

IV. Old Business:

- A. Helen Free asked that the minutes reflect her appreciation for the excellent support that Gary Black afforded the Bond Oversight Committee. She went on to remark on how well informed he kept the Committee, and his sincere wish that the Committee would keep the community well informed.

A motion was made by Ron Fink, seconded by Jesslyn Deleissegues, and carried 4 – 0 to have a letter prepared for the Oversight Committee to sign thanking Gary Black for all that he did to keep the Committee informed and educated on the Construction Projects.

- B. Ron Fink asked if we had received word from DSA (Division of State Architect) regarding the ADA concrete work at Cabrillo High School and Crestview Elementary. Stuart Hauck said that KBZ made a hardship request to DSA and we were granted some. There will still be some additional work required for ADA at Cabrillo High School and Crestview Elementary, but it will be minor compared to the original requirements.
- C. Ron Fink inquired as to the status of a press release regarding the Modernization. He would like to see an outline of what has been done at the schools, since substantial work has been completed. The Committee asked Shirley Pillus (construction secretary) to draft an article/letter detailing the Modernization. The Committee would like the equipment contributions by VAFB included, as well as contributions of LUSD resources detailed in the article. The draft is to be sent to Committee members within the next month for their approval. She is also to provide a grid showing what has been done, is yet to be done, and we would like to do at each site.
- D. Ron Fink commented that he is relatively new to the Committee, having just started in July of this year. He would like to see LUSD continue to focus on the infrastructure and improvements that the voters requested. He expressed concern that with the recent changes in upper management, the project focus might shift toward aesthetic items as opposed to infrastructure items at the schools. Helen Free agreed that the infrastructure is the most important work to be done with the Bond money.

V. Finance Report

LUSD Finance Report 7/1/2008 to 9/30/2008:

**Katie arrived at 4:07 p.m.*

There were no questions from the Committee. Two items of note: (1) the negative amounts are reversals of accruals made for the 6/30/08 year end (2) City of Lompoc Toilet rebates were received in their entirety.

Working Budget/Actual Expenditures to Date:

Discussed the “Allocated Final Projects” line –

Four senior tradesmen from the LUSD Maintenance Department have been asked to give a listing (by site) of items that they think should be done with Modernization money. The senior plumber, electrician, locksmith & fire alarm tech have been asked to provide their lists, with approximate costs and order of priority. The construction management team will evaluate these lists and make their recommendations.

Currently, the following projects are budgeted on the “Allocated Final Projects” line:

- Crestview Kindergarten Playground
- Crestview Fire Hydrants (required by VAFB)
- Fillmore Windows
- Hapgood Windows
- Vandenberg MS ADA Path of Travel
- Vandenberg MS Storm Drainage
- Cabrillo HS Theater Storm Drainage
- District Office ADA Compliant Restrooms and Entrance
- Districtwide ADA Playgrounds
- Districtwide Downspouts & Gutters
- Cabrillo HS and Lompoc HS Parking Lot and Site Lighting

Katie Burke inquired about the negative bottom line numbers on the “Actuals” sheet. It was explained that those are just calculations – the important number on that bottom line is on the far right. That number shows the remaining balance in the Bond Fund.

Report of LUSD in-house labor paid by the Bond Fund:

- A. The Bond Fund paid for 1,115 ITS Department labor hours, for which we received 1,296 labor hours of work on the following projects:

Buena Vista Relocatables
Crestview Relocatables
Lompoc High School Science Building
Miguelito Modernization

- B. A Maintenance Worker I was paid \$443.96 to provide temporary help in renovating the Buena Vista and Crestview Relocatables, so they would be complete prior to school starting.
- C. At Vandenberg Middle School, the Bond Fund paid \$2,548.00 to provide 89.5 hours of intense cleaning of the campus a few days prior to school opening.
- D. Shirley Pillus' wages as construction secretary continue to be paid out of the Bond Fund. There were no overtime hours this quarter.
- E. The Bond Fund paid for 375 labor hours (only a portion of the wage costs for 2 full time electricians, 1 electricians helper, and 1 extra help electrician) to work on the following projects during the quarter:

Lompoc HS Greenhouse Rough-In
Cabrillo HS Aquarium Fire Alarm Install
Cabrillo HS assist in power change outs (weekend work)
Cabrillo HS Gym conduit repairs
Cabrillo HS Gym 2 ADA Lifts Installed
Cabrillo HS Gym new conduit run & wired a new panel
Cabrillo HS Sports Relocatable – all electrical wiring/hookups
Cabrillo HS parking lot – ran 700 feet of pipe for future lighting/security cameras
Cabrillo HS Vineyard infrastructure
Cabrillo HS repaired 2 concrete light poles
Vandenberg MS conduit repairs
Lompoc HS Stadium Snack Bar Electrical Refurbishment
Crestview Elementary pulled new intercom cable with AV Shop

VI. Status of Projects

- A. Stuart Hauck (KBZ Architects) said the first 9 schools (Fillmore, La Canada, Clarence Ruth, Lompoc Valley MS, Lompoc HS, Buena Vista, Hapgood, Crestview & Los Berros) are basically 100% complete.

There is some very minor ADA work to be done, as well as some door knobs and signage that remain at a couple of the sites.

- B. Cabrillo High School is 95% complete, including the Electrical Upgrade for the High Voltage system. It is scheduled to be completed by the end of the winter holidays.
- C. Vandenberg Middle School is 45% complete. The bulk of the construction is done during the summer months. During school, only 1 restroom at a time can be worked. Currently, the Science classrooms have some extra work happening. We are also planning to do a drainage study to develop an overall site drainage plan for the site. This project is scheduled to complete in August 2009.
- D. Crestview Elementary – Vandenberg required additional fire hydrants due to the relocatable classrooms added to the site during the summer. We are currently in the planning stages of that project.
- E. El Camino Middle School is about 50% complete. This is scheduled to complete in early December 2008.

VII. New Business:

- A. Site Visit of El Camino and Vandenberg Middle Schools

The Committee would like to see El Camino Middle School and Crestview Elementary relocatables project.

Committee members to e-mail their availability for the next few weeks to the construction secretary who will coordinate a Wednesday or Thursday afternoon site visit.

VIII. Other Items from the Committee:

- A. Ron Fink asked if the modernization work completed is “holding up” under actual use. It was explained that the majority of the schools are taking good care of their newly remodeled restrooms.
- B. The Committee would like to be kept informed about what kind of projects will be using up the current un-allocated bond funds.

IX. Adjournment

The meeting was adjourned at 4:45 p.m.

Helen Free – Chairperson

ATTEST: Ron Fink

sap