



May 18, 2022 Minutes –COC Regular Meeting
 Vacaville Unified School District- Held at ESC - 401 Nut Tree Rd, Vacaville, CA 95687

Members Present:	Jeff Fletcher	Mary Woo
	Mary Vasquez	David McCallum
Members Absent:	Pamela Olson	
Staff Present:	Dan Banowetz	

ESTABLISH QUORUM/CALL TO ORDER

The meeting was called to order by Mr. Fletcher at 6:00 p.m.

APPROVAL OF AGENDA

A motion was presented by Ms. Woo and seconded by Mr. McCallum to approve the agenda as presented. This was carried by a 4-0 vote.

APPROVAL OF MINUTES

A motion was presented by Ms. Woo and seconded by Ms. Vasquez to approve the minutes as submitted. This was carried by a 4-0 vote.

COMMENTS FROM THE FLOOR ON ITEMS NOT ON THE AGENDA

(3-Minute Time Limit Per Individual)

Persons wishing to speak to items not on the agenda are asked to complete “A Request to Speak” card and present it to the Chairperson prior to the meeting. Subjects not on the agenda may be introduced at this time, but no action may be taken on them at this meeting. Please stand and state your name for the record.

- No comment

COMMENTS FROM THE FLOOR ON ITEMS ON THE AGENDA

(3-Minute Time Limit Per Individual) Persons wishing to speak to items on the agenda are asked to complete “A Request to Speak” card and present it to the Chairperson prior to the meeting. You will be given an opportunity to speak on the subject at the time the item is discussed by the Committee. When you address the Committee, please stand and state your name for the record

- No comment

BUDGET/EXPENDITURE REPORTS

Budget Questions: Q: pg. 20 – Page 20: Increase budget to reflect contract for resident inspection services. What is this? A: The description resident inspection services and on-site inspection services are used interchangeably. This particular budget modification is tied to the contract that is going to the 5/26 Board for MPE for their inspection and testing services. This is the special inspection services we discussed during the meeting. Q: pg. 36 – testing – Special inspector/materials what is that for? A: The inspector of record checks on things like welding, digging, hole depth, and rebar. They insure that different things meet the standards. Q: pg. 47 – Advertising for \$1,500 – what is that for? A: That is for legal ads for notice to bidders for upcoming projects and is a legal requirement. Q: pg. 51 - We spent \$15,727 on Ruckus Wireless routers. How many routers did we purchase with this transaction? A: The \$15K was a purchase from CDI for 20 access points and 20 licenses. Q: pg. 54 – Not Measure A, 621 Orchard - \$50,000 for program management, why is that? A: CPM did Program management work on this project prior to our new facilities manager being hired. Q: pg. 61/63: Why are some of the number highlighted orange? A: The orange highlighting is an internal highlighting to remind us to format the cells that show

pennies on a dollar so that the zeroes show up as dashes to uniformly present data at the dollar level. They just didn't remove the coloring before publication.

- Motion was made by Mr. McCallum and seconded by Ms. Woo to approve the Budget/Expenditure report as submitted. This was carried by a 4-0 vote.

STAFF REPORT

- a. Hemlock/ACE Improvements Project – Wrapping up and moving to closeout on this job except for the kindergarten building. The used building we purchased was not able to be DSA certified and is being returned. We found a new one from Mobile Modular that is \$150,000.00. It will go for Board approval at next Thursday's meeting. It does not come with bathrooms, so bathrooms and cabinets will need to be added to the modular. Kindergarten will begin in another building. Q: Were the parent volunteers covered by insurance while assisting with the ACE move? A: Yes, they were covered. There were movers on site taking care of moving items. Parents were mostly helping with classroom set-up/organization.
- b. Markham Elementary Project – Mostly done – sidewalk repair done over Spring break had 3 sections fail inspection. The contractor will be returning when school is out to re-do.
- c. 100 McClellan Street (Buckingham) Project – The MP room is moving right along, texture is done and floor/trough/drain are installed. Painting is being done. A lot of site work is being done, cement in between areas is happening this week and we are gearing up for summer work. The MP room will be done late June/early July. Over summer, cement in existing wings will come out, lots of work happening in Admin. Building – new flooring being installed, wall added for an office. Summer work will also include projects in the old portables and in classrooms not yet done. Since the parking lot needs 30 days to cure – sealing/stripping will be done over summer. Q: Is the district coordinating with the city – as they have the E. Main project? A: Yes, we have been talking with the city all along. The MP room was designed to blend with the new buildings the city has planned for the area. The MP room will be used for Robotics, woodshop/metal shop (if a teacher can be found.)
- d. VHS New Gym Project – A legal breach of contract letter has been drafted. The contractor estimates work will be done in November, when June 30th was original contract completion date. We are working with our District leaders and legal counsel to determine a completion date update. Under consideration is offering an extension into July to show goodwill towards contractor before \$2,000/day assessed. The letter should be going out by Friday.
- e. Browns Valley/Callison/Cooper Elementary Improvements – Triplet work is getting started. It is mostly technology. We have been going to staff meetings to coordinate projects with staff. Next week the contractor will start pulling wires after hours. The issue we have is that the projectors are not coming in. They were ordered well in advance, but due to shortages have not been available. Our back-up plan is to do all the infrastructure-install new mounts, but leave old projectors in until the new ones arrive. This is the same issue at Alamo, Padan, and Vaca Peña. Q: Are the current ones still operable? A: Yes. Q: Are we skipping roof improvements on this project? A: Only at Callison.
- f. Alamo/Padan/Vaca Peña Middle Improvements – Work has started at Vaca Peña, Padan parking lot, shade structures, and ADA updates. Some of the teachers are not happy with the ADA changes, but they are legally required.
- g. COC Report to the Board of Trustees – This has been moved to a June Board meeting and will not happen May 26th as originally planned.
- h. Add-in topic of WCW Technology – This project had 83 classes for technology upgrades. It had a 1.2 million dollar budget. The low bid came in at 2.3 million. VUSD has rejected all bids and is looking at other solutions/ideas for getting this project done. Under consideration is temporarily hiring new district employees to handle project. This would take longer, but is a possibility.

- i. Future Bond Survey #2– A second survey is happening in June. The selection of participants will be randomly chosen like last time. Jon Isom – the district’s financial adviser is recommending a re-funding of the first issuance of the bond - \$25 million. Basically, it would be a lower interest rate to save the taxpayers \$2.6 million. Voting on this plan will happen at the next Board meeting. If the new bond is approved it would be a continuation of the amount spent for the Measure V bond, but could raise \$110 - \$150 million for district projects.
- j. Questions – No further questions.

COMMITTEE MEMBER DISCUSSION – Ross Riesche is moving away and has given his letter of resignation as a COC member. Discussion of FCMAT study done by district. The Maintenance Department and Facilities Department will be separated as they used to be. A new Director of Maintenance has been hired – Adam Rich. More full-time employees, including groundkeepers and custodians, were recommended to cover the amount of acreage/square footage in the District There will be a Special Board Workshop to consider what action to take on the FCMAT recommendations. Q: Could Covid funds be used for custodians? A: They are one-time funds and will not be able to be used for long-term employees.

FUTURE BUSINESS

- a. Next Regular Meeting: August 10, 2022 – 6 p.m.
Location: ESC – 401 Nut Tree Road, Vacaville, CA 95687
- b. Future Agenda Items – None mentioned.

ADJOURNMENT - Adjourn Time: 6:50 p.m.