



November 9, 2022 Minutes –COC Regular Meeting

Vacaville Unified School District- Held at Buckingham – 100 McClellan Street, Vacaville, CA 95688

Members Present:	Jeff Fletcher	Mary Woo
	Mary Vasquez	David McCallum
	Pamela Olson	
Members Absent:	N/A	
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 Ms. Olson to approve the agenda as presented. This was carried by a 4-0 vote.

APPROVAL OF MINUTES

An edit was requested on the September minutes to show next meeting date at that time as October 12, 2022. Edit made. A motion was presented by Ms. Woo and seconded by Ms. Vasquez to approve the minutes as submitted/edited. This was carried by a 4-0 vote. Mr. McCallum joined meeting during tour.

TOUR OF BUCKINGHAM FACILITIES– LED BY DAN BANOWETZ

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: On pg. 1 why does it only show \$62,111 for the developer fees in the funding for 22/23? A: This is where the fees are put into budget, there may be some not plugged in yet, but it is the state of the economy right now. Q: pg.3 – program balance how does that money get allocated? A: Board had a special board meeting. The balance will grow as projects close. Priorities were based on schools/Principals/Board. Dan brought recommendations to the Board. #1- Vaca Peña central plant replacement – this is so old, it is about 30 years old and they usually last 15. #2 – WCW – Move Admin Office to the left of the arches to create a more secure entrance-visitor check-in area. There is some discussion on how to arrange the area, Jason Johnson is working as a safety consultant to walk campuses and make recommendations. #3-Security cameras for sites that don’t have them, or upgrades at current sites where needed. #4 – Other HVAC work – First floor at the ESC, three spot AC like kitchens at the woodshop at Jepson – some other small items. Working

on keeping the costs down for HVAC work – Sitologiq will be working on some of these. #5 – 1 million for landscaping – looking at landscaping that looks nice, and works with maintenance, we don't have a large enough staff to take care of a lot of bushes or difficult landscaping. Committee made mention of some alternate ideas, getting more public input on where they would like to see money spent with such a large dollar amount – fields, Kairos intercoms, other projects. Dan advised that Board meetings are a good place for the public to express ideas, it is open to the public or they can speak with a Principal at a site where they have ideas. Q: Are the special Saturday Board meetings recorded? A: No, just the regular ones. Q: Were the Board members receptive to the recommendations? A: Yes, the Sitologiq Amendment/Work Order #2 is going to the November 17th Board meeting for approval for some of the HVAC projects, the work won't start until VUSD knows cost of Will C Wood and Security cameras. Q: Does Kairos fall into Measure A spending? A: Yes, the first 2 million of Measure A was spent at Kairos/Elm campus. There were 9 items agreed to the lease. These were done during Phase I. Elm is our site and we maintain it. Kairos had wanted some portables added, and that could happen with their funding, but there would be no maintenance available from VUSD for the new additions. We just don't have staffing to cover additional buildings. Health and safety are priorities. Q: pg. 2 – Why was \$40,902 spent of Measure A money on the Shelley Dally Early Learning Village Project? A: This was for program management from CPM. Q: pg. 5 – Why is there a negative \$41,000.00 in the decreased interest earning for FY2023-2024? A: That is based on current interest rates. Q: pg. 12 – Storage container – is that permanent? A: Yes. Q: Please explain the difference between unspent money and uncommitted money. A: Unspent is Committed, but not yet spent. Uncommitted is how much is left after project complete. When a budget is built – percentages are used for things like DSA, printing, etc. Once project is complete it goes back to program. Q: pg 5: Explain why there are so many decreases on projected earnings. A: Because the economy changed, interest rates were lower than the projection. Q: pg.35 – Item F – testing – what is tested? A: That kind of testing is for things that come up in a project like soil tests, asbestos, biohazard, sometimes CO2 on an AC unit. Q: pg. 38, there is a large change in general contractor price – why? A: Music room work is the reason for the significant change. Q: pg. 40 – Budget increased for music room – \$104,260/\$323,000 increase budget did that switched from gym to music? A: No, it was budgeted from construction escalation. The increases are largely due to what was found during repairs – stucco cracks-stucco paper deteriorated-wood rot-old termite damage. There was electrical work needed that will be done this week, re-roof of the overhang, one thing after another needed for the music room. Q: pg.40 – Additional budget to clean – was that one classroom? A: No, it was to clean all classrooms post construction work to get ready for the start of school. There was too much to clean for just our custodial staff. Q: pg. 79 – Why the \$15,000.00 change for Signature Reprographics? A: We didn't put in enough at first. VUSD pays for the cost of printing plans for contractors. This was to make more packets. Q: pg. 103 – 107, general question about grants/other revenue, there seems to be a lot of money in grants? A: VUSD applies for anything we qualify for – CALShape grants provided money for Alamo, Padan, and Elm. Last week put in an application for other sites. Q: Is there a dedicated grant writer on staff? A: No, we have a firm that fills out forms/works with CPM. As soon as eligibility comes up, we apply. Q: Does the company look for grants-how paid? A: Yes. They are paid an hourly rate – not a cut of the grant received. Q: pg 33 – Are the bullhorn speakers at Padan fixed? A: Yes, they are attached. Q: pg. 55 – Commemorative Bricks for Measure A – where are they going? A: Committee can decide where their brick is placed among available projects or keep them. Q: pg 67 – unallocated Tech - \$60,000. – where is it from – where does it go? A: It transferred in from a closed budget and moves to other projects in technology – long term items like networks. Q: Do you look at Measure V and Measure A actual costs vs. the planned budgets with overages or under budgets to refine the budget planning process to closer match the actual expenses? A: Yes, and next time we will plan differently. Due to skyrocketing costs there are less projects done for the money. Plan is to go project-based rather than just by dollar amounts for projects. Q: pg. 47 - \$150,881 for furniture – what was that for? A: 800 desks/chairs for Will C. Wood High School.

- Motion was made by Mr. McCallum and seconded by Ms. Olson to approve the Budget/Expenditure report as submitted. This was carried by a 5-0 vote.

STAFF REPORT

- a. Hemlock/ACE Improvements Project – Closing out project. The kindergarten building should be done next week. The move in may happen over Thanksgiving or Winter break. The project is down to punch list and kitchen, should complete over Winter break.
- b. 100 McClellan Street (Buckingham) Project – Punch list items – there are some countertops to be replaced. Getting ready for project to go to closeout.
- c. VHS New Gym Project – The punch list of items to finish should be done by next week. Dan will meet with David Falk tomorrow to discuss Proposed Change Orders – going through line by line to determine which ones will be paid by district and which ones are contractor responsibility.
- d. VHS Improvements Project – N/A
- e. Alamo/Padan/Vaca Peña Middle Improvements –Alamo has been a frustrating project with the contractor. The A/C system is out of their control – it moved to arriving in November instead of June. The rest of the work that has been done – there are some issues found when it rained on the concrete. There was a puddle that didn't move – same on concrete in the back, so this work will need to be redone to drain properly. There are some areas at Alamo and Padan that were redone for the ADA walkway. These areas have had an issue because the walkway was lowered for slope, lowered drain, but not grass. It was an Architect issue. Attempted fix was to take shovel and put trenches in, which could be a tripping hazard, so that issue is being worked on. We are preparing for the contractor to possibly go out of business. We have a surety bond but it takes time to get that process started. We are hoping to get the project wrapped up, but weather will prevent some of the corrections from happening before Spring or Summer.
- f. Grand Openings/Ribbon Cuttings – Apologies for the late notice for the Vacaville High School Gym. Notification was meant to come at our last meeting, which was cancelled. More ribbon cuttings will happen in the Spring – Buckingham will happen in the Spring. Q: How are events paid for? A: From the Communication department budget.
- g. Will C. Wood High Technology Project – Work has started in evenings and afternoons. Contractor comes in to do work and then there is a check on the classrooms to make sure class is good to go/ready for school each day. Right now, it is cabling work and Frontrow prep work. Whiteboards/projector work will happen over break.
- h. Measure Q – This didn't pass. Group discussion held about how the committee felt this could have gone better/been more promoted on social meeting/radio/texts, campaign started earlier, etc. Q: Who did the flyers? A: The consultant – Jon Isom.
- i. Questions – No further questions

COMMITTEE MEMBER DISCUSSION

- a. Open Discussion – Discussion held on there not being a new school built as Measure Q didn't pass. Once the 8.1 million, or remaining project funds are spent we will be done with major projects until more funding happens.

FUTURE BUSINESS

- a. Next Regular Meeting: January 13, 2023 – 6:00 p.m.
Location: ESC – 401 Nut Tree RD., Vacaville, CA 95687
- b. Future Agenda Items – None mentioned.

ADJOURNMENT - Adjourn Time: 7:36 p.m.