1.0 CALL TO ORDER
Chair Diana Fascenelli called the meeting to order at 6:02 p.m.

2.0 PLEDGE OF ALLIGIANCE

3.0 ESTABLISHED QUORUM
Diana Fascenelli, Nicol Jones, Jack Raubolt, Mrunal Shah and Bill Utter. Staff attending: Dr. Gunn Marie Hansen, Dave Rivera, Jenny Delgado, Scott Harvey, Rory Lorenzo, and Rick Alonzo (Eide Bailly, CPA). Absent: Bill Campbell.

4.0 PUBLIC COMMENTS
There were no comments from the floor.

5.0 APPROVAL OF AGENDA
Action
Motion was made by Member Shah to approve the Agenda. Second by Member Raubolt.

Motion Passed: 5-0-1

6.0 APPROVAL OF MINUTES
Action
Motion was made by Member Utter to approve the November 20, 2019 minutes. Second by Member Jones.

Motion Passed: 5-0-1

7.0 MEASURE S UPDATE PRESENTATION
Information
Mr. Scott Harvey presented updated information on the Measure S Program highlights and milestones, as well as a Phase II planning and tentative schedule update.

Reviewed handouts were provided to the Committee.

Discussion:
Mr. Harvey shared the budget, schedule status, and anticipated completion dates for the Orange, El Modena, Villa Park, and Canyon High Schools’ Measure S projects. Mr. Harvey shared that there was no stoppage to the structural steel progress at the sites. Member Shah inquired about the Fairplay Score Board noted in the budget for El Modena High School. Mr. Harvey explained that the old scoreboard needed to be replaced because it did not pass DSA requirements, which is why a new scoreboard would be installed. Mr. Harvey shared the updated Phase II schedule, and explained that the District is focused on a construction management outreach. Dr.
Hansen shared that the District is focusing on being cost efficient by minimizing the construction management staffing to a smaller pool of firms. Member Utter asked for an update of the projects at the four high schools. Mr. Harvey shared that the approved projects include a new two-story building at Orange High School, replacing the old 100 and 200 buildings, as well as an alumni corner. El Modena High School will receive a new classroom building, as well as classroom at library renovations. Villa Park High School’s 500 building will be demolished and replaced by a new two-story classroom building, as well as classroom renovations, a passenger elevator, and new fencing. Canyon High School will receive a renovation to building 200. Member Jones inquired about the interim housing costs at Villa Park High School. Mr. Harvey explained that Villa Park High School is the only school site that required interim housing units which needed additional architectural services. Dr. Hansen expounded on the necessity of safe housing for the students occupancy of the interim portables which will span for over a year and a half. Mr. Harvey concluded his presentation as no other questions or comments were made.

8.0 **ANNUAL FINANCIAL AND PERFORMANCE AUDIT** Information

Presenter: Eide Bailly

The Audit Report was presented by Rick Alonzo, Certified Public Accountant, Eide Bailly.

Discussion:
Member Shah asked for clarification on the performance and financial numbers being audited. Mr. Alonzo stated that the financials are drawn from accounts payable which differs from expenditures. Member Fascenelli inquired about the volume of items as well as what projects are drawn from during the audit. Mr. Alonzo stated the firm looks at twenty-five to thirty samples from each of the Bond program projects. Member Fascenelli inquired which District budget covers the audit payments, and Ms. Delgado responded that it comes from the Superintendent’s budget and not the Bond budget. Dr. Hansen stated that the audit payments have to be separate from the Bond projects that they audit. Mr. Alonzo said the District was very professional and organized which allowed the audit process to run smoothly.

9.0 **COC MEMBER REPLACEMENT PROCESS UPDATE** Information

Discussion:
Member Fascenelli shared that there is a current COC position open for the Tax Organization Representative. Dr. Hansen stated that any recommendations for qualified applicants from the COC would be appreciated. Member Fascenelli stated that the COC would like to be a part of reviewing the applicants that come in to the District. Mr. Harvey shared that the search process would commence in hopes of bringing a recommendation to the Board of Education for approval by May.

10.0 **ESTABLISHMENT OF COC MEETING DATES FOR 2020–2021** Action

- April 22, 2020
- July 15, 2020
- October 21, 2020
- January 27, 2021

Motion was made by Member Utter to approve the COC 2020-2021 meeting dates. Second by Member Shah. 

**Motion Passed: 5-0-1**
11.0 AGENDA ITEMS FOR NEXT MEETING
   I. COC Member search process and replacement update

12.0 ADJOURNMENT
   The meeting was adjourned by Chair Fascenelli at 6:49 p.m.