

**LA CAÑADA UNIFIED SCHOOL DISTRICT  
MINUTES OF THE SPECIAL MEETING OF THE GOVERNING BOARD**

December 13, 2005

The Special Meeting of the Governing Board of La Cañada Unified School District was called to order at 4:33 p.m. by President Scott Tracy on December 13 2005 at La Canada High School in the Information Resource Center at 4463 Oak Grove in La Cañada, California. Present were Board Members, Scott Tracy, Jinny Dalbeck, Susan Boyd, Cindy Wilcox, and Joel Peterson.

Mr. Tracy asked Ron Dietel to lead the Pledge of Allegiance to the Flag.

**WORKSHOP**

The workshop began at 4:34 p.m. Present were:

**MEMBERS PRESENT:**        Mr. Scott Tracy, President  
                                     Mrs. Jinny Dalbeck, Vice President  
                                     Mrs. Susan Boyd, Clerk  
                                     Mrs. Cindy Wilcox, Member  
                                     Mr. Joel Peterson, Member

Mr. Stratton opened the workshop with some background regarding the requests to go to bid that will be brought to the board after the workshop. Mr. Stratton stated the goal of the workshop is to discuss project revisions, value engineering, developer fees and the final \$10 million of the \$25 million general obligation bond.

Dr. Leininger introduced Tim Ballard, Principal of Osborn Architects. Mr. Ballard introduced Richard Westwood and Leticia Altorra also of Osborn Architects. Dr. Leininger also introduced Ben Menasherov, Project Director of PCM3. Mr. Menasherov introduced David Charles, Project Manager and Tib DeMartino, Construction Management of PCM3.

Dr. Leininger discussed the Board Workshop Information Packet provided by PCM3. Dr. Leininger reviewed and discussed the project summary line by line. The figures shown include soft costs. The project summary shows the original projected cost from November 2003 and the Dec 2005 projected costs. Also shown is the status of the projects.

Mr. Peterson asked about the prioritization of the projects. Dr. Leininger referred to the Site committee letters stating prioritization of the first \$15,000,000 bond. Mr. Stratton provided a brief background on the Site committees.

Mr. Ballard of Osborn Architects discussed the automatic fire alarm system. Currently, the high school has a of 1992 manual system, but there are pressures to go to an automatic fire alarm system. The automatic fire alarm system could be paid for with state money.

The Bond Project Timeline was reviewed and discussed. The timeline shows the current projects from 2002 to date. Scott asked about the increase in the projects that virtually doubled in costs in a four month period.

Dr. Leininger asked Osborn to talk about the process of getting from the Master Plan in 2002 to construction in 2006. Mr. Westwood reported the numbers of January 2005 do not include soft costs. Mr. Charles directed the board to look at the multi-purpose building expansion breakdown for the Palm Crest project. A bulk of the increase in cost is due to an increase in the square footage, the other

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increase is due to the escalation of construction costs. Mr. Tracy asked about the increase in the contractor's overhead and profit. Mr. Menasherov stated that this is due to market conditions in the construction market.

Mr. Tracy asked what project information has come to the board in the past. Mr. Westwood of Osborn stated that the Facilities Master Plan has come to the board. Mr. Tracy asked for a schedule of the cost changes and a reason for the cost increase along with a narrative of why the cost increases to help the board understand how we got from A to B. Mr. Peterson asked for an early warning system of increases.

Mrs. Dalbeck asked if there are any assurances that the projects won't increase from the time of approving going to bid to actually going to bid. Mr. Menasherov stated there is no way to assure the cost of the projects won't increase. The sites had given up work on their administrative buildings in favor of work on the multipurpose rooms which were their top priority. Mrs. Dalbeck stated this is good for the board to hear in making future decisions. The longer projects get put off the higher the costs could be. Mr. Tracy stated if the bids come in at the numbers shown the projects are already higher than anticipated. Mrs. Dalbeck expressed concern in the increase in the scope of work on several projects. The original scope of work was adequate. The district needs to reign in what the scope of work is and not continue to increase the scope of work on projects. Changes in scope were discussed.

Mr. Stratton stated that what would be important is to get a summary from Osborn Architects and PCM3 on the projects coming to the board tonight. Mr. Ballard reported that at the two elementary schools a defined set of plans have gone under rigorous review. This review has brought the projects to the current scope. Mr. Westwood reported that the Palm Crest Elementary project is to expand the multipurpose room. The plan is to increase the square footage by pushing out the east and west walls. Due to this expansion the existing kitchen is to be relocated to the south. The covered eating area was taken out, so it has to be replaced with a new covered lunch area.

The Paradise Canyon Elementary multipurpose room will be expanded on the north and south sides toward the existing lunch shelter toward the parking area. The site committee felt the need for a conference room. The conference room will be added to the front side of the multipurpose room, in the same side as the parking lot. In order to get enough space for the conference room the long staircase has to be rebuilt and pushed over to allow the conference room to function properly. The lunch shelter has been elected to be redone due to some leaking and other problems. If there is enough money the lunch shelter, conference room and multipurpose room will be done. However, the lunch shelter and conference room may be dropped due to the cost of the multipurpose room.

Mr. Peterson stated that given the fact that costs are escalating he asked if speed could be added to the decision cycle. Dr. Leininger stated that the only projects that have not been looked at are the north and south gym at the high school. Mrs. Dalbeck stated what we need to look at is the estimated timeline to go to bid on these projects. If the district is looking at 10 – 18 months before going to bid then maybe the district should tack that increase onto the projects now. The board can't make decisions on projects in the future when they don't know what the cost will be. It was requested a timeline be prepared on when these projects will be considered. Mr. Stratton stated a timeline exists on these projects.

Mrs. Dalbeck discussed the past construction committee, which is being put back in place. Dr. Leininger stated that one of the things he has asked for is the scope of work breakdown. Mr. Stratton stated that administration has worked very carefully with the architects and the construction managers.

Mrs. Dalbeck stated in the past we had used a different model and a different CM firm. Mrs. Dalbeck asked PCM3 if they do a constructability review on these projects. There is a lack of faith due to the 1999 bond. Until we build back the wealth of trust, it was recommended the plans be made available.

Mr. Tracy stated this has been a great workshop with great dialogue and the board is going to reinstitute the construction committee, which will include two board members.

It was asked if the board wants to take the plans back to the sites prior to going to bid. Mr. Stratton stated this can happen in conjunction with going to bid. Mrs. Boyd stated that a deadline is very important to have set for site review and a reminder to the sites that the purpose is to make sure the plans are as approved, not if they want to make changes. Mr. Menasherov stated the request is to go to bid in February which would provide the sites the whole month of January for site review.

The workshop was adjourned at 6:26 p.m.

### APPROVAL OF AGENDA

It was moved and seconded (Wilcox/Boyd) to approve the agenda. The motion to approve the agenda was adopted unanimously.

### OPPORTUNITY TO ADDRESS BOARD

The following audience members addressed the Board:

None

### PROPOSED ACTION ITEMS

#### 1. First Reading

It was moved and seconded (Dalbeck/Peterson) to consider items 1a, b and c as one item. The motion to consider items 1 a, b and c as one item was adopted unanimously.

- a. **\*Request to go to Bid for Modernization of the band Room and 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> floors of the "B" Building at LCHS, R77-05-06.**
- b. **\*Request to go to Bid for Palm Crest Multipurpose Room, R79-05-06.**
- c. **\*Request to go to Bid for Paradise Canyon Multipurpose Room, R80-05-06.**

Dr. Leininger reported item 1 A has been modified to remove the 2<sup>nd</sup> and 3<sup>rd</sup> floor work. The projected cost for the 1st floor is \$2.19 million. Mrs. Boyd asked why the 2<sup>nd</sup> and 3<sup>rd</sup> floor was not being bid now. Mr. Stratton reported he wants to take the 2<sup>nd</sup> and 3<sup>rd</sup> floor construction back to the sites because most of the cost is due to case work. Mr. Stratton would like the sites to re-evaluate the project. Mrs. Boyd asked if the district wants to bid on the 2<sup>nd</sup> and 3<sup>rd</sup> floors now. Mr. Charles stated that if these projects are over designed the district wouldn't get dollar for dollar back with deductive work.

The motion to approve items 1 a, b and c was adopted unanimously.

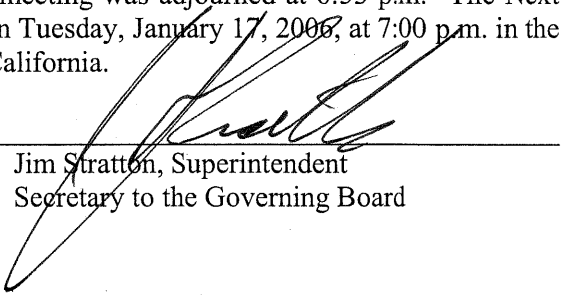
- d. **Review of Governing Board Core Values, R78-05-06.** It was moved and seconded (Peterson/Boyd) to approve the review of Governing Board Core Values, R78-05-06. Mr. Peterson made amendments to the core values. It was agreed to approve the amendments as discussed. The amendments to the Governing Board Core Values were adopted unanimously.

### 2006 Board Appointments/Discussion of Liaisons to Community Organizations

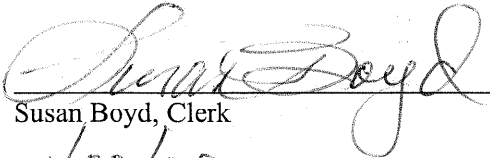
Mr. Tracy distributed the board appointments/liasons. Minor adjustments were made to the list.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 6:53 p.m. The Next Regular Meeting of the Governing Board will be held on Tuesday, January 17, 2006, at 7:00 p.m. in the Round Building at 4490 Cornishon Drive, La Canada, California.

  
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Jim Stratton, Superintendent  
Secretary to the Governing Board

**MINUTES APPROVED**

  
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Susan Boyd, Clerk

  
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Date