

California Uniform Construction Cost Accounting Commission

Minutes of June 8, 2011 Meeting

Locations:
Office of the State Controller
300 Capitol Mall, Room 635
Sacramento, CA 95814

Shellmaker Inc.
837 West 17th St
Costa Mesa, CA 92627

Moreno Valley USD-Purchasing Department
25634 Alessandro Blvd.
Moreno Valley, CA 92553

Ventura County Government Center
800 South Victoria Ave
Ventura, CA 93009

1. Call to Order

Chairperson Carreon called the meeting to order at 10:07 AM and called the roll.

Present: **Sacramento:** Guiselle Carreon, Chairperson; Eddie Bernacchi, Cesar R. Diaz, Lisa Ekers, George Hicks, David McCosker, Rod Moresco,
Costa Mesa, via telephone: William R. Dildine, Lisa Miller-Strunk
Moreno Valley, via telephone: Josie H. Ripoly
Ventura, via telephone: Phillip Nelson

Absent: Linda Clifford, Jeff Armstrong

Guests: Cathryn Hilliard, Construction Industry Force Account Council
Cheri Love, PubliConstruction Law

SCO Staff: Jutta Wiechec, Manager
Sandeep Singh, Fiscal Analyst
Scott Taylor, Fiscal Analyst
Satveer Ark, Fiscal Analyst

2. Introductions

The commissioners, staff, and guests all introduced themselves.

3. Oath of Office

Scott Taylor administered the oath of office to Commissioner Ekers.

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4. Approval of the Minutes for the February 4, 2009

Commissioner McCosker motioned and Commissioner Hicks seconded to approve the minutes of the June 8, 2010, meeting minutes with amendment. **The motion passed 8-1, with Commissioner Dildine dissenting, and Commissioner Ekers abstaining.**

Commissioner Bernacchi arrives to the meeting

5. Commission Update

- a) *Report on new participating agencies* - Staff presented an updated participating agency list, noting that 20 new agencies have opted into the UPCCAA, bringing to 773 the number of agencies participating in the Act.
- b) *Funding update* - Staff reported that the Commission had \$1,679.83 of unrestricted donations available for its use.
- c) *Controller's adoption of the new informal bid limit*- Staff update the Commission advising that the Controller raised the informal bid limit and the letter was mailed out to all 755 agencies.

6. Public Comment

Public comments postponed until after the account review.

7. Staff Comments/Requests

Staff updated the Commission on the status of AB 720 and AB 943.

Commissioner Diaz arrives to the meeting

Changes to the UPCCAA were postponed until new business.

Staff updated the Commission that SCO still waiting for SACA to send in nominations for new Commission members.

Staff solicited input from the Commissioners for possible changes to the CUCCAC webpage. Commissioners suggested the following items be updated or added to the website:

- 1) Make the CUCCAC webpage be easier to find on the SCO website.
- 2) Update the frequently asked questions with more common questions.
- 3) Addition of a forum where CUCCAC participating agencies or the public can leave questions or comments.
- 4) List the account reviews that were completed by the Commission.
- 5) Publish the by-laws on the website.
- 6) Change "pdf" files to word documents for ordinance language.

8. Commissioners' Comments/Requests/Questions

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Mr. Dildine inquired if the CUCCAC meetings were recorded? SCO staff advised that the meetings are not recorded. Mr. Dildine questioned the length of term of the Commission members. Chairman Carreon directed staff to research each members chair terms and brief the Commission at the next meeting.

9. Old Business

Account Review: The Commission reviewed and discussed the auditor's report on Groveland Community Services District Lift Stations. Commissioner Hicks motioned and Commissioner Moresco to accept auditor's report and dismiss the complaint. **The motion passed 7-3 with Commissioners Diaz, McCosker, and Bernacchi dissenting, and Commissioner Ekers abstaining.**

Fundraising Solicitation Letter: The Commission reviewed and amended the donation letters to the unions and the contractors. Commission agreed that Commissioners Diaz and Armstrong will sign and mail out the union donation letter and Commissioners Clifford and McCosker will mail out contractors donation letter. Chairman Carreon directed staff to get copy of agency solicitation list to her.

10. New Business

Proposed Changes to the Manual: SCO staff advised the Commission of recommended manual changes. Commissioner Ripoly motioned and Commissioner McCosker seconded to accept staff recommended manual changes. **The motion passed 9-0, Commissioner Dildine and Miller-Strunk absent.** Commissioner's Carreon, Ripoly, Bernacchi, Diaz, and Hicks form workgroup to review and draft manual revision.

New Officers: Commissioner Bernacchi motioned and Commissioner McCosker seconded Jeff Armstrong for Chairman, Phillip Nelson for Vice-Chairman and Linda Clifford for Secretary. **The motion passed 11-0.**

11. Annual Report to the Legislature

Commissioner Bernacchi motioned and Commissioner Diaz to accept staff amended annual reports. **The motion passed 11-0.**

12. Next Meeting

The commission did not determine a date for its next meeting. SCO requested to schedule next meeting.

13. Adjournment

Commissioner Diaz motioned and Commissioner McCosker seconded a motion to adjourn. **The motion passed by a vote of 11-0 at 12:39 PM.**