

*California Uniform Construction
Cost Accounting Commission*



**Minutes of
November 7, 2008 Meeting
300 Capitol Mall
San Diego Room, 2nd Floor
Sacramento, California**

1. Call to Order

Chairman Bernacchi called the meeting to order at 10:07 a.m.

2. Roll Call

Present: Jeff Armstrong, Eddie Bernacchi, William Dildine, David McCosker, Gene Cortright, Alec Pringle, David Gomez, Guiselle Carreon, Linda Clifford, Lisa Miller-Strunk, Robert Byrd

Absent: Jay Hansen

Guests: Josie Ripoly – Moreno Valley Unified School District
Rod Moresco – City of Vacaville
Lee Howard - North Coast Builder's Exchange (NCBE)
Catherine Hilliard – Construction Industry Force Account Council
Steve Sands – Contractors' State License Board
Cheri Love – Public Construction Law

State Controller's Staff:

Mike Adams –Manager
Jeanette Cosentino – Fiscal Analyst
Scott Taylor– Fiscal Analyst

3. Approval of Minutes for the July 22, 2007 Meeting

The minutes of the July 22, 2007 meeting were approved with the following changes:
i. 9(d) should reference the Orange County, not City of Corona

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4. Commission Update

a. *Report of Participating Agencies*

Staff provided to each commissioner an updated agency list and reported that there are now **671** participating agencies, of which **10** were newly added participants since the agency list was last produced.

b. *Funding Update – Receipts/Expenditures Activity*

Chairman Bernacchi and Commissioners Byrd, Clifford, and Carreon agreed to develop a proposed administrative fee plan for the next meeting.

Commissioner Byrd requested that staff prepare an estimate of the current level of in-kind support the Commission receives from the State Controller's Office.

Commissioner Miller-Strunk suggested the Commission consider holding meetings via telephone to hold down travel costs.

5. Public Comment

Catherine Hilliard, from CIFAC, passed out copies of their newsletter and stated that it was sent out to 6,700 members of CIFAC.

Lee Howard, from North Coast Builder's Exchange, urged the commission to move forward with the City of Ukiah account review and to take into special consideration when creating an administrative fee the small special districts.

6. Staff Comments/Requests

Staff prepared and presented the update list for commissioner FPPC filing and ethics training.

7. Commissioners' Comments/Requests

Commissioner Carreon would like the Commission to change the force account limits for schools. This item is tabled until next meeting.

Commissioner Carreon would like to see a sample resolution as a Word-formatted document.

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8. Old Business

- a. *AB 1047 Notification Letter* – Commission requested that the letter be addressed to the Fiscal Officer of the agency.
- b. *Repayment per Business and Professions Code 7137.5* – Steve Sands, Registrar of the Contractors' State Licensing Board, stated to the commission that they are currently not seeking repayment of funds pursuant to Business & Professions Code 7137.5.
- c. *Manual Revisions* – Commissioner Byrd motioned, and Commissioner Dildine seconded a motion, to approve the manual revisions. Motion Passed 11-0.
- d. *CUCCAC By-Laws* – Commissioner Clifford presented a draft of the revised Commission By-Laws. The Commission discussed the proposed revisions and agreed to table further discussion pending additional revisions by Commissioner Clifford.
- e. *Reed Construction* – Chairman Bernacchi reported to the Commission that Reed Construction does maintain a plan service room. The Commission agreed that Reed Construction is therefore eligible to remain on the participant list.
- f. *Donation Requests* – The Commission tabled discussion of donation requests. Chairman Bernacchi asked staff to send additional examples of letter.
- g. *Administrative Fee* – The Commission tabled discussion of creating an administrative fee until the report of Commission's working group at next meeting.

9. New Business

- a. *Alternative Means for Meetings* – The Commission discussed holding meetings via teleconference. Commissioner Miller-Strunk offered the use of the CSLB offices in Norwalk and Sacramento as meeting sites for a teleconference meeting while complying with the requirements of the Bagley-Keene Open Meeting Act.
- b. *Web Page* – Staff requested, and the Commission agreed, for the posting of the Commissioners' contact information on the SCO-CUCCAC web page. A working group was created to prepare an updated version of the FAQs found on-line. Working group is consisted of: Commissioners Carreon and Pringle, and SCO staff Jeanette Cosentino and Scott Taylor.

10. Account Reviews

- a. *City of Ukiah* – The Commission discussed the complaint against the City of Ukiah. Commissioner Miller-Strunk motioned, and Commissioner Dildine seconded the

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motion, that the City of Ukiah be cited for violating section 22042 (b) of the Act. Motion Passed 9-0, *Commissioners Byrd and Armstrong having left*. Chairman Bernacchi agreed to draft the letter presenting the finding to the City of Ukiah's City Council.

- b. *City of Corona* – The Commission tabled further discussion of the complaint against the City of Corona because it was outside the 30-day limit. Commissioner Cortright stated that he would discuss the matter with City of Corona staff.
- c. *Orange County* – Commissioner Pringle reported to the Commission his discussions with Orange County. The Commission took no further action, noting that no formal complaint had been filed against the county.

11. Election of New Officers

Commissioner Bernacchi motioned, and Commissioner Dildine seconded, the following:

Commissioner Cortright be elected Chairman
Commissioner Armstrong be elected Vice Chairman
Commissioner Clifford be elected Secretary.
Motion Passed 9-0.

12. Next Meeting

Commission agreed to conduct the next meeting as a teleconference, utilizing the facilities at the Norwalk and Sacramento offices of the CSLB, at a date to be determined.

13. Adjournment

Commissioner Miller-Strunk motioned, and Commissioner Cortright seconded, that the meeting be adjourned. Motion Passed 9-0 at 2:05 p.m.