



AGENDA

IRVINE CHILD CARE PROJECT REGULAR MEETING

September 8, 2014
8:30 AM

Conference Room L102
One Civic Center Plaza
Irvine, California

Speaker's Form/Request to Speak - If you would like to address the Board on a scheduled agenda item, please complete the Request to Speak Form. Speaker's Forms are located on the table at the entrance to the Conference Room. Please identify on the card your name, address and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the Board are recognized. Your name will be called at the time the matter is heard by the Board.

CALL TO ORDER

A regular meeting of the Irvine Child Care Project (ICCP) will be called to order on Monday, September 8, 2014 at 8:30 a.m. in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine.

ROLL CALL

BOARDMEMBER:
BOARDMEMBER:
CLERK:
VICE PRESIDENT:
PRESIDENT:

LARRY AGRAN
LAUREN BROOKS
ALAN BATTENFIELD
DARIN LOUGHREY
RUTH ANDERSON

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

ANNOUNCEMENTS

PRESENTATIONS

ADDITIONS AND DELETIONS TO THE AGENDA

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Board meeting.

PUBLIC COMMENTS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction, but which are not listed on the Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and enacted by one roll call vote. There will be no discussion of these items unless members of the Board request specific items to be removed from the Consent Calendar for separate discussion. Any member of the public may address the Board on items on the Consent Calendar. Public comments on any item or items on the consent calendar are limited to three minutes per speaker. If you wish to speak to a particular item or items, please complete a Speakers Form and submit to Recording Secretary.

1. APPROVAL OF ICCP MINUTES

RECOMMENDED ACTION: Approve minutes of the regular meeting of June 9, 2014.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS

RECOMMENDED ACTION: Approve payment of \$51,890.87 to Child Development Centers, Inc. for child care development services for July 1-31, 2014.

3. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS

RECOMMENDED ACTION: Approve payment of \$73,429.55 to Child Development Centers, Inc. for child care development services for June 2014 and the balance of the month of May 2014, once funding is received from the California Department of Education.

4. WARRANT REQUESTS – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

RECOMMENDED ACTION: Approve payments for warrants totaling the amount of \$7,678.50 for ICF Scholarships during the month of July 2014.

- \$5,333.00 to Rainbow Rising
- \$ 610.00 to Kids Stuff
- \$ 0.00 to Koala Klub
- \$ 300.00 to Child Development Centers, Inc.
- \$1,000.00 to Creekers Club
- \$ 435.50 to Dolphin Club

5. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

RECOMMENDED ACTION: Approve payment of \$54,191.96 for Facilities and Financial Support Services, Utilities, Custodial Services, Custodial Equipment Amortization and payment for sale of IUSD-owned portables to ICCP for the month of July 2014.

- \$ 6,250.00 for Facilities & Financial Support
- \$ 7,262.79 for Utilities
- \$28,743.42 for Custodial Services
- \$ 1,346.33 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase

6. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD) REHAB AND REPAIR CHARGE BACKS

RECOMMENDED ACTION: Approve payment of \$16,633.83 for ICCP Rehab and Repair charges, Work Order charge backs and Building Improvement charges for the 4th Quarter of FY 2013-14.

- \$10,161.33 for Rehab and Repair charges
- \$ 5,813.97 for Work Order charge backs
- \$ 658.53 for Building Improvement charges

7. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

RECOMMENDED ACTION: Approve payment of \$299,500.00 to IUSD for the purchase of two portable buildings at Cypress Village Elementary school.

8. WARRANT REQUEST – CITY OF IRVINE

RECOMMENDED ACTION: Approve payment of \$12,432.13 to the City of Irvine for Program Administration, Grant Administration and Supplies for the month of July 2014.

- \$11,453.49 for Program Administration
- \$ 978.64 for Grant Administration
- \$ 0 for Supplies

9. IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS FOR JULY 2014

RECOMMENDED ACTION: Review and approve July 2014 payments attached.

10. IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS FOR AUGUST 2014

RECOMMENDED ACTION: Review and approve August 2014 payments attached.

11. ICCP EXPENSES PAID BY IUSD

RECOMMENDED ACTION: Review and accept attached invoices in the total amount \$35,935.00 paid or accrued by IUSD on behalf of ICCP.

12. DEPOSIT OF STATE GRANT APPORTIONMENT

RECOMMENDED ACTION: Authorize the deposit of grant funds from the State Department of Education into the appropriate accounts as follows:

- \$50,998.00 01-005-50100-8290
- \$24,324.00 01-005-50100-8290
- \$82,642.00 01-005-50100-8590

13. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

RECOMMENDED ACTION: Authorize the deposit of funds from ICF into the appropriate account as follows:

- \$38,074.43 01-005-712-00-8689

14. CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FOR FY 2014-15

RECOMMENDED ACTION: Receive and file.

15. SUBCONTRACT AGREEMENT WITH CHILD DEVELOPMENT CENTERS, INC. FOR CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING

RECOMMENDED ACTION: Receive and file.

16. IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIP FUNDING ALLOCATION TO THE IRVINE CHILD CARE PROJECT (ICCP) FOR FY 2014-15

RECOMMENDED ACTION: Accept the allocation from the Irvine Children's Fund.

17. ENGAGEMENT LETTER WITH VAVRINEK, TRINE, DAY & CO., LLP FOR YEAR END AUDITS JUNE 30, 2014 THROUGH JUNE 30, 2016

RECOMMENDED ACTION: Receive and file engagement letter agreement with Vavrinek, Trine, Day & Co., LLP for the fiscal year audits ending June 30, 2014 through June 30, 2016.

BOARD BUSINESS

REPORTS

- 1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY**
- 2. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER**

ADJOURNMENT

Next Regular Board Meeting: **Monday, November 10, 2014**, at 8:30 a.m., City of Irvine, One Civic Center Plaza, Conference Room L102, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 a.m., the Irvine Child Care Project will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 noon and will continue all other items on which additional time is required until a future Committee meeting. All meetings are scheduled to terminate at 12:00 noon.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Irvine Child Care Project liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Irvine Child Care Project meeting).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Child Care Project liaison at (949) 724-6690.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Child Care Project regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Irvine Child Care Project Board. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Irvine Child Care Project at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact Irvine Child Care Project liaison at 949-724-6690 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

COMMUNICATION DEVICES

To minimize distractions, please be sure all personal communication devices are turned off or on silent mode.

MEETING SCHEDULE

Regular meetings of the Irvine Child Care Project are held on the second Monday of each month at 8:30 a.m. unless otherwise noted. The Irvine Child Care Project Agenda is posted in the Police Department. Meeting agendas and approved minutes are kept current on the City web site at cityofirvine.org.

I hereby certify that the agenda for the Irvine Child Care Project meeting was posted in the posting book located in the Public Safety Lobby of City Hall, One Civic Center Plaza, Irvine, California on September 4, 2014 by 5:30 p.m. as well as on the City's web page.

Athene Martinez
Committee Secretary