



BUILDING ON SUCCESS - SCHOOLS FOR THE NEXT GENERATION
MEASURE K BOND PROGRAM

Citizens' Bond Oversight Committee Meeting Minutes

Thursday, August 27, 2009

5:00 – 7:00 PM

LBUSD District Office – Community Room
1515 Hughes Way
Long Beach, California 90810

Attendees:

COC Members:	Julia Jackson Peggy Krynicki	Karen Hilburn (Vice-Chair) Byron Bolton	Victor McCarty (Chair)
LBUSD Staff:	Carri Matsumoto		
LBUSD Consultants:	Tim Doane	Steven McGuckin	Priscilla Meckley-Archuleta
Absent:	COC Member Michael Noll COC Member Kristine Hammond		

Call to Order

The meeting was called to order by the Chair (*McCarty*) at 5:01 PM. Please note that COC Member Krynicki left the meeting at 6:14 PM.

Communications

There was a reminder of the upcoming regular COC meeting on September 24, 2009 from 5:00-7:00 PM in the District Community Room. Staff was asked to have Erin Bates provide notice of Committee member attendance prior to the start of each meeting so the Chair will have confirmation of member attendance before starting the meeting. COC Member Bolton was asked to briefly introduce himself, as he was not at the June introductory meeting.

Staff Reports

Update on Measure K Bond Program Board Workshop (*Matsumoto*)

The August 18, 2009 Board Workshop presentation was reviewed with discussion. The following areas of the presentation were the focus of the review and discussion.

- COC.
- Audit – Staff will provide who the auditors are for the Measure K Bond Program and District annual audits.
- Bond Program Structure.
- Guiding Principles.
- Work Plans.
- Current Project Updates (New 6-8 Middle School #1, Thematic 1- ECATS, AB300 Projects) – Staff will clarify for the Committee if sixth graders were enrolled at DeMille M.S. this year.
- Prioritization Strategy.
- Recommended Group 1 Projects List – Future Projects Category and District-wide Projects (Various Sites).
- Project Scope Impact to Budget and Prioritization.
- Typical Project Delivery Timelines and Considerations.

Workshop on Review of Draft Quarterly Report (*Doane*)

The focus of this report was to provide a basis of understanding of the budget reports that will be included in the COC Quarterly Report. The following areas were the focus of the review and discussion.

- Capital Outlay Program Structure Overview – particularly the areas of program-wide expenses, program escalation, project budgets and program loss reserve.
- Master Program Budget Summary Report – its key components and how to understand and interpret the information contained within this summary report.
- Program Balance Report.
- Escalation/Loss Reserve Report.
- Project Budget Summary Report, including the supporting Funding Detail Report, the Budget Modifications Processed During Current Report and the Budget Detail Report – their key components and how to understand and interpret the information contained within these reports.

An Acronym Description List was provided for clarity of some of the key acronyms used by the Measure K Program Team in delivering the Program and its projects.

Announcements

None.

Adjournment

Meeting was adjourned at 6:54 PM.

Next Meetings

Thursday, September 24, 2009 @ 5 PM Regular Business Meeting