



MEASURE K SCHOOL BONDS
Building for 21st Century Learning

Citizens' Bond Oversight Committee Meeting Minutes
Thursday, June 23, 2011
5:00 – 7:00 PM

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

Attendees:

COC Members:	Karen Hilburn (Chair) Michael Noll	Byron Bolton Anna Ulaszewski	Julie Jackson
Absent:	Kristine Hammond	Victor McCarty	
LBUSD Staff:	Carri Matsumoto		
LBUSD Consultants:	Tim Doane Allison Crown	Steven McGuckin	Vivian Hao
Guests:	None		

1. Call to Order

The meeting was called to order by Chairperson Hilburn at 5:00 p.m.

2. Establishment of Quorum

Roll call was taken and a quorum was established.

3. Approval of Minutes

The minutes from the March 24, 2011 meeting were provided to all COC members in their meeting packet.

Member Noll moved to accept the minutes as written.

Member Ulaszewski stated that the minutes don't reflect the full due-diligence which takes place in the meeting. She noted a correction on page three regarding the answer to length of scope being excluded from the minutes. She also noted the entire discussion regarding the \$900,000 in miscellaneous costs was excluded from the minutes.

Chairman Hilburn noted that previously the minutes were too long and then too short, which was when a neutral party was brought in from the Superintendent's office to take the minutes.

Member Noll stated that when several Board members touch on items that should be included in the minutes.

Member Jackson stated that detail in the report is not reflected in the minutes. She suggests that if several Board members comment then it should be included in the minutes.

Chairman Hilburn agrees with both Member Noll and Member Jackson's suggestions.

Carri Matsumoto recommends that the audio be reviewed with Leticia.

Chairman Hilburn tabled approval of the meeting minutes until next meeting.

4. Communications

None.

5. Public Comment

None.

6. Staff Reports

▪ Measure K Bond Program Update

New Middle School #1 at the Former GTE Site: The New Middle School #1 project is approximately 55% completed and a huge progression has taken place on the project. They have expended \$36.38 million on the project. Added drives, walls are starting to go in, and the interiors have started. The expected opening is September 2012.

Member Noll asked if the grant filed for a traffic signal was approved. Carri Matsumoto stated yes, and we are coordinating to get the work done. Member Noll also noted that Cherry will be widened all the way (approximately to ½ a block south of PCH).

New High School #1 at the Former DeMille Site: Wrapping up the waterline relocation. Carri Matsumoto anticipates construction of the main building starting July 1st. The Board has approved the Contractor's agreement. \$5.94 million has been expended to date. The ground breaking ceremony for the main building is September 1st. Completion is expected to be September 2013.

Member McCarty asked if the changes in technology are being considered before the submittal of bids. Ms. Matsumoto replied that they are.

Roosevelt ES: Roosevelt Elementary School is progressing into design phase with an approved conceptual design. A Community meeting has already been held. Currently looking at underground parking and have created an onsite drop-off. Current design meets Educational Standards. There is high pedestrian traffic from nearby high school students. There has been a lot of time spent listening to the concerns of the site committee and the community. Construction budget of \$31.3

million is currently under review. Will be conducting three separate costs estimates and the new budget will be based upon the estimates. Most likely there will be a construction cost increase.

Member Ulaszewski asked if they were going to try to communicate some of the design aspects from the original building. Carri Matsumoto stated that the design team has studied the neighborhood architecture.

Cabrillo High School Pool: Completed both conceptual and design development and moving into construction documents. A Community meeting has already been held. Current construction budget is \$8 – \$9 million.

Member Noll asked if after the design goes to the State is that where it bogs down. Carri Matsumoto stated yes and noted that the State has extremely limited resources and this has become a challenge in receiving approvals in a timely manner.

Member Jackson asked if the 40 meter pool was Olympic size. Carri Matsumoto stated it is not Olympic, but competitive for all CIF sports, supports all physical education requirements, and is larger than any pool within the District.

Jordan HS Major Renovation: Working in coordination with the North Long Beach Initiative and now that policies have been adopted by the Board we have begun master planning. We have also formed a High School Planning Committee. NTD Architecture is the chosen architectural firm.

New High School #2 at the Former Browning Site: Still in the middle of due diligence activities. Currently have state site approval for schools just need to update for a high school. Risk analysis has been conducted on all existing hazards. Approximately 800 students are expected to attend this school, although this is still a rough estimate. No discussion has taken place yet as to the type of themed school it becomes. The high school committee will assist with this decision. NAC Architecture is the chosen architectural firm and we have started master planning phase.

Newcomb K-8 AB300 / New Construction: Master planning phase is wrapping up. The \$24.5 million construction estimate is based on seismic retrofit, but it was recommend to do a complete rebuild due to the retrofit costing 110% more than a rebuild. Construction is estimated to start in 2012. Interim housing is currently being studied and no decision has been made if it will be onsite or relocated to a different site. The construction budget will most likely increase from the original estimate.

DOH Portable Removal Phase I: Completed 2 of the 14 sites. Removing the remaining portables towards the end of summer / beginning of fall 2011.

Lakewood DOH Portable Removal: Removal of the portable will occur this fall.

Member Noll requested an update on the closed campuses – Burrows and Buffum. Carri Matsumoto stated that Burrows will be utilized for Pre-K and Buffum will be utilized for Head-Start and TRC (Training Resource Center).

- **Quarterly Financial Update**

Tim Doane shared that the formatting of the document has been changed, after taking the Committee's comments into consideration. The content within the report remains the same. Mr.

Doane reviewed the Executive Summary and noted the major changes as the \$51+ million decreased budget allocation for construction escalation as well as a total net decrease of \$10+ million.

Mr. Doane stated that he reformatted the Measure K Program Expense Budget by adding four new codes under section L – Consultants due to COC concerns. Also, in response to Member Ulaszewski's request of eliminating the duplication of public relations budget, he eliminated the other code and added Communications Coordinate budget code.

Mr. Doane stated that there were a couple major change orders for New Middle School #1 project; one of which was \$2.7 million and funded from the Catastrophic Loss Reserve budget. Member Noll asked how much over budget New MS #1 is and Mr. Doane responded that it is \$7.8 million over. Member Noll stated that it seems it was budgeted low, and Ms. Matsumoto concurred but stated there were also signification issues.

Member Ulaszewski asked how much percentage is this change in construction costs. Ms. Matsumoto stated that is was over 10% which is abnormal. Chairman Hilburn added that from the first COC meeting, the members were aware this project would be difficult. Member Ulaszewski noted that she would like to have been told in the beginning of the large cost increase and suggests adding the delta percentage to the report. Member Jackson also agreed that it would be helpful to add a column denoting the percentage increase/decrease to allow for more transparency. Member Noll also agrees. Mr. Doane states that this would be difficult due to having to reprogram the program, but he will look into it.

Member Jackson asked what the increase due to Lease / Leaseback contract amendment was. Ms. Matsumoto stated that is the type of construction delivery method and \$631,154 of the \$3,409,000 was funded with the Owner's Contingency. Mr. Doane added that we are able to fund the remaining due to the Catastrophic Loss Reserve budget.

Chairman Hilburn inquired what program management services are? Carri Matsumoto explained that those the consulting staff hired by the District Facilities to manage project on site during construction.

Chairman Hilburn noted that this new format is a direct result from concern within the committee and this new report formatting is a direct reflection of those concerns, which is great.

Chairman Hilburn asked about the Bond Office Operating expenses and where this is. Ms. Matsumoto stated that is two portables on the Facilities site which houses the consultants and that we have currently outgrown our facility. She added that additional portables will be placed on site.

7. Old Business

▪ COC Annual Report

Chairman Hilburn presented the annual report to the Board. She highlighted a few areas such as \$51 million old debt and received a few comments from the auditors which it would appear that the District may be paying some costs that they can charge to Measure K. Also communicate to Jon Meyer that the COC responsibility was to report their findings directly to the Board and if there was any other information he needed then he needed to direct that to the Superintendent.

▪ **COC Bylaws on Terms and Appointments**

Carri Matsumoto asked the legal counsel clarification on three questions:

- Question: When does the term of the member start? Answer: Members' term commences on the date of the first meeting of the COC.
- Question: What about a member who is filling a vacancy for a member who resigned? Answer: The new member fills the period of time of the vacancy that existing.
- Question: When do the Member's terms expire?
Answer:
 - Member Hammond's 2nd Term Expires: 6/25/13
 - Member Jackson's 2nd Term Expires: 6/25/12
 - Member Noll's 2nd Term Expires: 6/25/13
 - Chairman Hilburn's 2nd Term Expires: 6/25/13
 - Member Ulaszewski's 2nd Term Expires: 6/24/12
 - Member Bolton's 2nd Term Expires: 6/25/12

8. New Business

▪ **Selection and Confirmation of 2011/2012 Chair and Vice-Chair**

Board approved second terms.

Member Noll motioned to continue with Chairman Hammond and Vice Chair Jackson for an additional year.

The motion was seconded by Member Ulaszewski and the motion was passed unanimously.

Carri Matsumoto expresses her gratitude to the Committee for taking their time to be part of the COC.

▪ **Site Tour**

Member Noll motioned to have a site visit Wednesday, August 31 at 4:30 p.m.

Member Jackson seconded the motion and the motion passed unanimously.

9. Announcements

None.

Adjournment

Chairman Hilburn motioned for adjournment at 6:20 p.m.

Next Meeting

The next regular business meeting will be held on Thursday, September 22, 2011 at 5:00 p.m.