



MEASURE K SCHOOL BONDS
Building for 21st Century Learning

Citizens' Bond Oversight Committee Meeting Minutes
Thursday, March 28, 2013
5:00 – 7:00 PM

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

Attendees:

COC Members:	Karen Hilburn (Chair) Dede Rossi	Heather Morrison Maria Williams-Slaughter	
Absent:	Kristine Hammond	Michael Noll	Anna Ulaszewski
LBUSD Staff:	Carri Matsumoto		
LBUSD Consultants:	Tim Doane	Steven McGuckin	Tracy Nishihira
Guests:	Steven Mendoza, Labor Representative		

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 December 20, 2012 meeting were provided to all COC members in their meeting packet.

Chairperson Hilburn was not present in the last meeting and called for a discussion to enquire if there were any comments/questions to the minutes. All present members agreed the minutes accurately reflect the discussion of the last meeting. Chairperson Hilburn moved to accept the minutes as written. Member Morrison seconded the motion and the motion passed.

4. Communications

None.

5. Public Comment

Member Morrison requested the minutes be printed double-sided. Chairperson Hilburn added that the quarterly financial update is getting very large and recommended that all document printing be double-sided.

6. Staff Reports

▪ Measure K Bond Program Update

Ms. Matsumoto stated that she would highlight the projects and the committee was welcome to ask any project specific questions.

Ernest S. McBride High School: Construction is 87% complete. Scheduled to open in the Fall 2013. \$9.02 million in state funding received. \$3.0 million public services grant received.

Roosevelt Elementary: Project is on schedule to go out to bid in Spring 2013. Construction scheduled to begin by end of Summer 2013.

Cabrillo High School Pool: On schedule. Pool to open by end of Summer 2013.

Jordan HS Major Renovation: Various meetings held including a recent community meeting and Jordan Makes a Difference Day. Member Williams-Slaughter enquired about attendance. Ms. Matsumoto replied that there were about a handful of people at the community meeting. Attendance tends to vary. There were about 3 dozen attendees for Jordan Makes A Difference Day. Ms. Matsumoto added that the students were very excited about the project and like the current plan. They also discussed problematic areas assuring the team that the project plans are good for the students.

New High School #2 at the Browning Site: Currently in final phases of design with upcoming activities to include agency review. Target school opening is September 2016. However, this is contingent on the District's ability to sell bonds.

New High School #3 at the Former JFA Site: Construction anticipated to begin in Summer 2013. This is contingent upon the next Board workshop that will discuss project prioritization.

Newcomb K-8 AB 300 / New Construction: Demolition and abatement are complete. Bidding to start in Summer 2013. Construction to begin in Fall 2013.

Bancroft and Hoover Middle School Gym: Currently in review with the Division of the State Architect. Construction anticipated to begin in Summer 2013.

Hamilton and Hill Middle School Gym: Currently reviewing project scope. May include a full building replacement. Budgets may change.

Polytechnic, Wilson and Jordan High School Auditorium AB300: Scope consists of seismic retrofit of the Auditorium building. Poly and Wilson are currently in the Design Development stage. Jordan is just beginning Conceptual Design.

Portable Removal Phase II: Portables at Burbank and Grant Elementary Schools anticipated to be removed in Spring 2013. All other portable removals to occur over Summer 2013.

Harte Deportablization & Restroom Relocation: Completed.

Boiler Replacement Phase I: Projects were bid in 3 separate packages. Contracts were recently awarded. Construction to begin this Summer and may push into the Fall.

Fire Alarm, Intercom & Clock Replacement Phase I: Scope includes 8 school sites. Currently in review with the Division of the State Architect. Construction anticipated to begin in Summer 2013.

Fire Alarm, Intercom & Clock Replacement Phase II: Scope includes 11 school sites. Currently in the final stage of design. Construction anticipated to begin in Summer 2014.

Intercom & Clock Replacement Phase I: Scope includes 28 school sites. Currently in the final stage of design. Construction anticipated to begin in Fall 2013.

Intercom & Clock Replacement Phase II: Scope includes 24 school sites. Site assessments currently underway.

Security Technology, Infrastructure, Intercom & Clock Replacement: Scope includes 11 high school sites. Construction Documents currently under review. Construction anticipated to begin in Fall 2013.

Telecommunications Phase I, II & III: Scope includes replacement of phone switch and handsets. Phase I includes 9 sites, Phase II includes 28 elementary and middle school sites, and Phase III includes remaining 44 sites. Construction anticipated to begin: Phase I – Late Fall 2013, Phase II – Winter 2013 and Phase III – Spring 2015.

Wireless Data Communications Phase I & II: Scope includes the installation of wireless access points. Phase I (Pilot Project) includes 4 school sites and Phase II includes 80 school sites. Phase I construction is 95% complete. Phase II construction is underway.

CAMS Technology & Site Improvements: Technology improvements consist of fire alarm upgrade, intercom and clock replacement and wireless data communications. Site improvements include new perimeter fencing, ADA accessible ramp/stair and site signage. The school is located on the Cal State Dominguez Hills (CSUDH) campus. District will work with CSUDH to bid the project. Construction on site improvements anticipated to begin in Summer 2013. Technology improvements anticipated to begin in Spring 2014.

Wilson High School ADA: Scope includes ADA improvements to site accessibility and path of travel, site signage and accessible parking. Construction anticipated to begin in Fall 2013.

DSA Certification: This is an on-going effort. 211 applications have been certified (complete). 182 applications are under evaluation with 36 applications at the Division of the State Architect for certification. Ms. Matsumoto noted that there is a lot of work associated with getting past

applications certified. The work is critical to the program as these applications can inhibit new projects if they are not certified.

Polytechnic High School DSA Certification: Scope includes restroom renovations for ADA compliance and required post-inspection of manufactured elevators. Construction is currently underway on restroom work.

Chairperson Hilburn expressed appreciation for the program update, noting that the presentations are very complete and easy to follow.

Ms. Matsumoto stated that a schedule of work was distributed back in January 2013 that included over 400 activities to be completed over the next 3 years. The work is very much needed.

▪ **Quarterly Financial Update**

Mr. Doane noted an error in the Measure K Bond Funding bar chart graph on the Master Program Budget spreadsheet. An updated spreadsheet was handed out in the meeting to all attendees. Total dollars spent of Measure K Bond Funding was corrected to \$213,264,710 (18%).

Mr. Doane reviewed the Executive Summary as of March 26, 2013 and expenditures through January 31, 2013. Mr. Doane stated that there has been significant activity since the last quarter, including:

- State funding received for Ernest S. McBride High School resulted in a \$1.9 million adjustment. He explained state funding is not reflected until received due to the possibility that funds may not be received.
- Interest earnings for the last fiscal year were actually less than what was previously reported. This report reflects that reduction.
- Three new project budgets have been set up since the last report.
- \$6.9 million added to Newcomb K8 AB300/NewConstruction and \$1.4 million added to Fire Alarm, Intercom and Clock Phase 1. Mr. Doane explained that as new information becomes available and cost estimates updated, budgets are updated accordingly.
- Budget re-evaluation brought back \$4.6 million to the program from Nelson Middle School and McBride High School.

Mr. Doane re-capped the Measure K expenditures and noted that \$22.5 million has been spent since the last reporting period.

Chairperson Hilburn expressed great appreciation for the executive summaries noting that they have been invaluable over the years.

7. Old Business

▪ **2012 COC Annual Report**

Chairperson Hilburn stated that she will present the 2012 COC Annual Report to the Board at the meeting of May 7, 2013. The meeting begins at 5:00pm. The annual report is on the agenda for around 6:00pm. She requested that the COC members attend so they may be recognized by the Board for their services.

Chairperson Hilburn stated that she met with Ms. Matsumoto and Mr. McGuckin last week to review the draft annual report. She further highlighted the items to be presented to the Board, including:

- COC election of Chair and explain the role of the COC
- Audit findings
- Expenditures by site and balance remaining
- Project status as of 12/31/12. Chairperson Hilburn will ask Member Noll to read the highlighted items for Nelson Middle School.
- Projects currently in Planning / Design
- Acknowledgement of 4 COC members who have termed out.
- End by thanking the Board and calling for any questions.

Member Morrison and Member Rossi confirmed they would be in attendance.

Chairperson Hilburn moved to accept the report as presented. Member Morrison seconded the motion and the motion passed.

8. New Business

▪ COC Member Recruitment

Chairperson Hilburn (Senior Citizen representative) stated that her role has now come to an end along with Member Noll (Business representative), Member Hammond (Parent with a child in the District) and Member Ulaszewski (Community-at-large) who have termed out. She stated that she has talked to two individuals that could represent the senior citizens and one individual has been identified that could represent as a parent with a child in the District, but other candidates are needed.

Mr. McGuckin and Ms. Matsumoto reported that no applications have been submitted to date. Applications are due by April 26, 2013. The application is available online. Chairperson Hilburn added that the COC members can do their own recruiting as well.

Member Morrison stated that she had heard about someone applying but was eventually rejected. Chairperson Hilburn replied that the candidates must qualify for one of the categories open. Past COC members can re-apply 1 year after their previous term has expired.

9. Announcements

Ms. Matsumoto expressed thanks and appreciation to all members of the committee for their service as it is very helpful to the overall program. She thanked Chairperson Hilburn for her 4 years of service and as chairperson for the last 3 years. Ms. Matsumoto handed out certificates of appreciation on behalf of the Superintendent to Chairperson Hilburn and the out-going members of the committee.

C. Matsumoto stated that she hopes to have the new COC members appointed at the May 21, 2013 Board meeting so that they may be in attendance for the next COC meeting. Training will be provided for new members. District's bond counsel will also be invited to the next COC meeting to review the COC By-Laws.

Adjournment

Chairperson Hilburn motioned for adjournment at 5:50 p.m.

Next Meeting

The next regular business meeting will be held on Thursday, June 27, 2013 at 5:00 p.m.