



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

Citizens' Bond Oversight Committee Meeting Minutes
Thursday, September 23, 2010
5:00 – 7:00 PM

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

Attendees:

COC Members: Byron Bolton Karen Hilburn (Chair) Julie Jackson
 Victor McCarty Michael Noll Anna Ulaszewski

Absent: Kristine Hammond

LBUSD Staff: Carri Matsumoto Leticia Rodriguez

LBUSD Consultants: Tim Doane Priscilla Meckley-Archuleta Steven McGuckin

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 June 24, 2010 meeting were provided to all COC members in their meeting packet.

Member Noll moved to accept the minutes as written. The motion was seconded by Member Jackson and the motion passed.

4. Communications

▪ **Concerns by Senior Citizens Group**

Chairperson Hilburn shared that she had met with Chris Steinhauser, Superintendent of Schools. As the Committee representative for the senior citizens, she had been contacted by a representative

of the condominium association. Some of the seniors still have questions related to the old debt, the opt-out clause and the percentage of funding for the administrative costs.

Superintendent Steinhauser suggested that maybe someone from Carri's office could create a flyer with answers to the most frequently questions.

Carri stated that two "Frequently Asked" fact sheets had been created last year and are available online, but that she would work on an update. This would be timely and part of the information could be reiterated. She will bring copies to the Committee for their distribution as well.

Member Jackson inquired if there was a phone number available that the public could call for information. Carri replied that they can call the Public Information Office or the Facilities Branch.

- Brown Act

Chairperson Hilburn stated that the other item that comes up frequently is related to the Brown Act.

Ms. Matsumoto replied that two members can in fact have conversations. The concern is when it becomes serial conversations regarding similar topics. She suggests practicing caution with the conversations taking place among committee members.

5. Public Comment

None.

6. Staff Reports

- **2009-2010 Measure K Performance Audit Draft Report**

Ms. Matsumoto shared that Christy White and her team have been doing work on the performance audit.

Ms. White stated that the performance audit was completed in August and they are in the process of putting together the report. The financial audit will begin on October 4, as the district recently closed the books for this fiscal year. Both reports will be made available to the Committee.

The work was quite extensive, as they interviewed district staff as well as consultants, to better understand how the program was put together. They also did an extensive expenditure sample of approximately \$6 million. They looked at procurement of bids and contracts, expenditure controls, and reviewed the reports provided to the Committee. Inquiries into fraud were made and followed-up on. They also visited the Middle School #1.

Member McCarty asked if the Committee will get the recommendations. Ms. White replied that they would and that James Holly will be attending the December meeting to present the report and answer any questions.

Member Jackson inquired how long it will take for the financial audit. Ms. White replied that the draft will be completed in November and the final report in December.

Ms. Matsumoto shared that the report is released to the Board and the Committee at the same time.

- **Measure K Bond Program Update**

GTE SITE

Ms. Matsumoto explained that the material provided in their packets follows the format presented to the Board at the recent workshop.

She gave an update on the construction for the new middle school (GTE site). Although some progress has been made, issues related to the design have caused some delays. District staff is working collaboratively with the State Architect to allow for technology standards. This is a very unique, complex and challenging project.

Member Jackson inquired how the schools are named. Carri replied that a committee will be formed and they submit their recommendation to the Board, who has the final word.

Member Noll shared that the Signal Hill City Council had passed a resolution to name the school after Jessie Elwin Nelson, who was the first mayor of the city.

ECATS

Ms. Matsumoto shared that they are behind schedule because it's taken longer than anticipated to salvage the materials, but they have set a target date of September 13. We haven't received notification from the State yet regarding the matching funds but it is very likely that the Health/Medical and the Engineering designs will get funded.

AB300

Ms. Meckley-Archuleta clarified the priorities that have been set for the AB300 projects.

- **Quarterly Financial Update**

Mr. Doane shared that he had added the project budgets and the summary of recap columns to help make the report more complete. This change in format will also be used for the Master Program Budget.

Member Hilburn inquired if the program expenses appeared to be within the normal percentage. She also inquired how the old debt from Measure A was acquired and if it had been paid off. Carri replied that it was and that it will be reflected in the reports. She is not aware of any more outstanding debt but will bring it to the member's attention if it does arise.

Member Ulaszewski inquired where the loss in revenue came from? Mr. Doane responded that it is due to contingencies and it comes out of the program level reserve, which actually dropped from 3% to 2%.

Member McCarty asked about the projected interest earnings. And how does the funding work to retire debt? Carri replied that she wasn't sure and that maybe he should call Kim Stallings.

7. Old Business

- **Tour of New 6-8 Middle School #1 (GTE Site)**

Ms. Matsumoto asked for feedback from the site tour. If anyone is interested in individual tours, please contact her office.

Member Noll looks forward to additional tours as the job progresses.

Member Jackson stated that the staff had been very helpful and answered all the questions.

8. New Business

Member Noll expressed that the Project Update was excellent.

9. Announcements

None.

Adjournment

Chairperson Hilburn motioned for adjournment at 6:50 p.m. She thanked Ms. Rodriguez for taking the minutes.

Next Meeting

The next regular business meeting will be held on Thursday, December 16, 2010 at 5:00 p.m.