



BUSINESS DEPARTMENT – Facilities Development & Planning

Office of the Executive Director

2425 Webster Ave., Long Beach, CA 90810

(562) 997-7550 Fax (562) 595-8644

Asset Management Committee (7-11) Meeting

Wednesday, October 23, 2019

Conference Rm. 2, 5:15p.m

Attendees:

Members: Rick Turrentine (Chair), Reena Gunion (Vice Chair), Marlene Gumbs, Ray Sharp, Michael Slaughter

LBUSD Staff: Alan Reising, and Maria Ruiz

Consultants: Sarine A. Abrahamian, Esq.

Guests: None

Call to Order:

- R. Turrentine called the meeting to order at 5:22pm.

Establishment of Quorum:

- Roll call was called and a quorum was established.

Public Comment: None

Action Items

• **Approval of Meeting Minutes from August 27, 2019:**

R. Turrentine informed they were unable to motion for an approved of August 27, 2019 meeting minutes as four member that attended that meeting were present and not comprising a quorum. He also informed that this was the same case for September 24, 2019 meeting minutes. A motion to approve these minutes will be attempted during the next meeting.

Discussion Items

• **Requested Materials:**

R. Turrentine informed the committee that items/materials requested at the last meeting had been emailed to all committee members. He added that the information they received included employee count information per site, and facility and maintenance cost data and asked if members had any questions or comments regarding this material. A. Reising providing additional information on how this data was estimated/collected.

• **Present Additional Property Information:**

A. Reising informed that they would be reviewing basic property information for the initial three properties discussed at the August's meeting and that information for the additional properties discussed at the September's meeting would be provided next month. He informed that the property summary they currently were reviewing were for 4310 Long Beach Boulevard, 1515/1511 Hughes Way, and 999 Atlantic Avenue. He added that the property summary reports included summary appraisal reports, and how they are valued. S. Abrahamian explained that a summary of the information required for the three sites. She went over the document for the three sites and answered questions as made by committee members.

- **Additional Condition/Maintenance Summaries:**
A. Reising asked if there were any questions or concerns regarding these documents previously distributed via email. There were no questions or concerns.
- **Draft Recommendation Report to Board for Properties**
A. Reising informed that the ultimate goal of the committee was to present a recommendation to the Board for the properties discuss. He added a draft of this document was included in their binder to assist in creating the final report. S. Abrahamson went through the document explaining each part's purpose. A. Reising informed that when the finalized report would be presented to the Board, suggesting that a committee member present it. R. Turrentine, chair of the committee volunteer to take on this task.

Other Business

- Next Meeting is scheduled for November 19, 2019

Adjourn

- R. Turrentine asked for a motion to adjourn the meeting. R. Sharp motioned to adjourn and R. Gunion seconded with all members in favor. The meeting adjourned at 6:15pm.