



BUSINESS DEPARTMENT – Facilities Development & Planning

Office of the Executive Director

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Asset Management Committee (7-11) Meeting

Tuesday, September 24, 2019

Conference Rm. 2, 5:15p.m

Attendees:

Members: Rick Turrentine (Chair), Reena Gunion (Vice Chair), Kathleen Hill, Marlene Gumbs, and Ray Sharp

LBUSD Staff: Alan Reising, Melanie Nazarbekian, and Maria Ruiz

Consultants: Sarine A. Abrahamian, Esq.

Guests: None

Call to Order:

- R. Turrentine called the meeting to order at 5:20pm.

Establishment of Quorum:

- Roll call was called and a quorum was established.

Public Comment: None

Introduction:

- Reising asked R. Sharp to introduce himself to the committee.

Action Items

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

R. Turrentine asked for a motion to approved minutes from August 27, 2019 meeting. M. Ruiz indicated that only four of the five members present attended that meeting, not meeting the criteria for a quorum. R. Turrentine informed that the voting on these minutes would take place during the next meeting.

• **Approval of By-Laws:**

S. Abrahamson indicated that due to only four out of the five members present had attended the By-Laws presentation/review, recommended that time be given to the member to review the proposed By-Laws or postpone the voting to the next meeting. The member present that had not previously received or reviewed the by-laws and stated they were ready to vote. R. Turrentine asked for a motion to approve the draft by-laws provided during the last meeting. M. Gumbs made the first motion and R. Gunion seconded. All were in favor. Motion was approved.

Discussion Items

• **Brown Act Presentation:**

S. Abrahamson stated that the Brown Act provides guidelines/governs on how the committee conducts its self. She reviewed documents provided to the committee including the background and purpose of the Brown Act as well as meeting scenarios, allowable conduct, agenda requirements, and violations of the Brown Act. She addressed members' questions.

- **Present Additional Property Information:**

A. Reising stated that the Board had decided on adding additional properties for the committee to review. He shared one of the locations as 723 Long Beach Blvd. that is a parking lot adjacent to Oropeza Elementary School. He stated that there is a developer interested in purchasing this lot and that they offered to provide secure parking for the district employees in exchange. He shared the second location as 2201E. Market St. that currently houses purchasing, warehouse, grounds, demographics, and records management. He stated that one of the challenges to this facility is that it is located in the extreme northeast end of the district's boundaries. He included that the district would potentially look for a replacement in a centralized location to better serve the district's needs. He share the third location as 2425 Webster Ave. that currently houses maintenance, operations, and facilities that is also located at the extreme end of the district's border making it difficult and inefficient for the department's functions. The fourth location he shared is located on 2700 Pine Ave. that currently houses transportation and garage/storage of large vehicles, also located on an extreme end of the district's boundaries. He shared that due to the declining transportations services provided by the district, this location is also too large for the district's needs.

S. Abrahamson informed the committee that Preliminary Title Reports for the locations discussed at the last meeting (999 Atlantic Ave., 4310 Long Beach Blvd., and 4848/1511 Hughes Way) were included in their binders. She stated that she would share these documents with M. Ruiz to forward to the committee so that they may find additional information on the hyperlinks. She explained what the Preliminary Titles Reports included.

- **District-Wide Enrollment Trend Presentation**

M. Nazerbekian review the District-Wide Enrollment Trend Presentation. She stated that this document included past and current enrollment data as well as projected enrollment data by school site individually as well as Elementary, Middle and High School summations. A. Reising informed that enrollment projections were provided by the firm Decision Insight taking into consideration industry indicators such as birth rates in the vicinity and demographic movements.

- **Condition/Maintenance Summaries**

A. Reising informed that the last two pages in their binder was a summary of the cost spent by the District for up keeping of 4310 Long Beach Blvd. and 999 Atlantic Ave. He added that this data reflected the last five (5) years of cost. M. Nazarbekian provided details of the services renders that inquired these cost.

Other Business

- Next Meeting is scheduled for October 23, 2019

Adjourn

- R. Turrentine asked for a motion to adjourn the meeting. M. Gumbs motioned to adjourn and R. Gunion seconded with all members in favor. The meeting adjourned at 6:37pm.