



**MEASURE K SCHOOL BONDS**  
**Building for 21st Century Learning**

Citizens' Bond Oversight Committee Meeting Minutes  
Thursday, June 27, 2013  
5:00 – 7:00 PM

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

**Attendees:**

COC Members:	Dean Chow Kris Thornton	Julie Jackson Maria Williams-Slaughter	Heather Morrison
Absent:	Dede Rossi	Rosi Pedersen	
LBUSD Staff:	Vince Marchetti Leticia Rodriguez	Tom Rizutti	
LBUSD Consultants:	Tim Doane Vivien Hao	Steven McGuckin	
Guests:	Gema Ptasinski, Auditor Carlos Villafuerte, Bond Counsel		

**1. Call to Order**

The meeting was called to order by Member Williams-Slaughter at 5:01 p.m.

**2. Establishment of Quorum**

Roll call was taken and a quorum was established.

**3. Communications**

Mr. McGuckin introduced the new members:

- Julie Jackson, Parent Representative, is serving for a second time. She previously served the Committee from 2009-2012. She has a daughter at Wilson High School.

- Dean Chow, serving as the Community-at-Large representative, is a finance director for MarVista. He has twin daughters at Polytechnic High School.

The other members shared a little about themselves as well.

#### **4. Selection and Confirmation of 2013-14 Chair and Vice Chair**

Nominations were opened to select a Chairperson and a Vice Chairperson. After a brief discussion, the consensus was to nominate Member Rossi as Chair and Member Williams-Slaughter as Vice-Chair.

Member Williams-Slaughter nominated Member Rossi as Chair. Member Chow seconded the motion and the motion passed with a 4-0 vote.

Member Jackson nominated Member Williams-Slaughter as Vice-Chair. Member Morrison seconded the motion and the motion passed with a 4-0 vote.

#### **5. Approval of Minutes**

The minutes from the March 28, 2013 meeting were provided to all COC members in their meeting packet. In the absence of the Chair, Vice-Chair Williams-Slaughter asked for comments.

Member Morrison stated that she had previously asked if the minutes, and any other correspondence, could be copied double-sided. Mr. Doane replied that all the other material presented is now double-sided.

Vice-Chair Williams-Slaughter moved to accept the minutes as written. Member Morrison seconded the motion and the motion passed.

#### **6. Public Comment**

None.

#### **7. Staff Reports**

##### **▪ Review of COC Bylaws and Ethics Policy Statement**

Mr. Marchetti introduced Mr. Villafuerte, bond counsel with Stradling Yocca Carlson & Rauth. Mr. Villafuerte shared a brief history of the bond program in California and stated that the bylaws are driven by the law in the Bond itself. He reviewed some of the bylaws related to the Brown Act, the duties of the Committee and he noted that in some cases, language had been added or changed.

Mr. Villafuerte also reviewed the Ethics Statement and noted that most of the changes are technical.

Member Jackson asked regarding Item 3.2, Expenditures, and whether district funds are associated with Measure K. Mr. McGuckin replied that they are not.

▪ **2012-13 Measure K Audit**

Ms. Ptasinski, with Vicenti, Lloyd & Stutzman, stated that she was there primarily to review the audit plan and answer any questions that the members may have, as they are just now getting started. She explained that the audit's main purpose is to make sure that the expenses are aligned with the voters' intent and explained that an external review is done every three years. She warned that the possible passing of some Senate bills would create changes, mainly in that the scope of the audit would expand.

Ms. Ptasinski stated that the audit would also look into internal controls. Member Jackson asked for an example of an internal control. These are: ensuring that the bidding process is followed correctly; making the documents available; and that the purchasing procedures are followed.

Vice-Chair Williams-Slaughter asked if Ms. Ptasinski had a long-term contract with the district. The reply was that her firm had been recently renewed and noted that the partners are rotated frequently.

▪ **Measure K Bond Program Update**

Mr. Marchetti stated that he would briefly highlight the projects and the committee was welcome to ask any project specific questions. He reported that it is very exciting to have McBride High School ready to open in September and the pool at Cabrillo is just about finished.

Vice-Chair Williams-Slaughter asked why the stage flooring at Nelson had to be replaced. Mr. Marchetti replied that an old design had been used in order to avoid a delay in the opening of school and now the current needs have been re-assessed.

Discussions included the recycling of the materials from the portables that have been destroyed, the telecommunication projects, the ADA projects at Wilson High School & Lowell Elementary School, and the DSA Certifications.

▪ **Quarterly Financial Update**

Mr. Doane explained that the Executive Summary is a recap of financial happenings between quarters, and how unallocated dollars are affected. He reviewed the Executive Summary as of May 15, 2013 and the expenditures through April 30, 2013. Mr. Doane stated that there has been significant activity since the last quarter.

Member Jackson asked about the new project budgets for Jordan High School, and how they would be reconciled. Mr. Doan replied that it would come from unassigned major projects, such as Willard and Lowell Elementary schools.

Further discussions included the changes/needs for the Jordan High School project, increased program expenses for the management of Measure K, and the Children's Clinic at Roosevelt Elementary School.

**8. Old Business**

None.

## **9. New Business**

### **▪ Site Tour of Cabrillo HS Pool**

A site tour was scheduled for Thursday, August 22 at 4:30 p.m.

### **▪ Tentative 2013/2014 COC Meeting Schedule**

Mr. McGuckin distributed a tentative schedule for the 2013/14 COC Meetings, normally held on the 4<sup>th</sup> Thursday in March, June, September, and the 3<sup>rd</sup> Thursday in December.

## **10. Announcements**

The Open House for McBride High School is scheduled for July 9, 6-8:00p.m.

## **11. Adjournment**

Vice-Chair Williams-Slaughter motioned for adjournment at 6:45 p.m. Member Jackson seconded the motion and the meeting was adjourned.

## **Next Meeting**

The next regular business meeting will be held on Thursday, September 26, 2013 at 5:00 p.m.