



Citizens' Bond Oversight Committee Meeting Minutes
September 21, 2017
Browning High School
3318 E. Hill Street, Signal Hill, CA 90755

Attendees:

COC Members: Julie Jackson, Heather Morrison, Keva Green, Rosi Pedersen, & Walter Larkins

Absent: Maria Williams-Slaughter (arrived late)

LBUSD Staff: Alan Reising, Les Leahy, Yumi Takihashi, Sara Slater, and Maria Ruiz

Consultants: None

Guests: Lise Wells

Call to Order

- The meeting was called to order by A. Reising at 5:06 p.m.

Introduction of New Members

- A. Reising introduced new members Keva Green and Walter Larkins. Each member gave a brief background and how they tie in to Long Beach Unified School District. A. Reising acknowledged a guest and asked their name. The guest identified herself as Lise Wells and stated being a Long Beach resident.

Establishment of Quorum

- Roll call was taken and a quorum was established.

Nomination of Officers

- A. Reising stated he's taking lead at this meeting due to new officer needing to establish as previous officers are no longer members of the committee. He asked committee member to discuss these positions. R. Pederson volunteered to fill as the Chair of the committee. All members approved. R. Pederson was voted as the new COC Chair. R. Pederson, chair of the committee asked for volunteers or nominations to fill the position of Vice Chair of the committee. W. Larkins volunteered to fill as the Vice Chair of the committee. All members approved. W. Larkins was voted as the new COC Vice Chair. A. Reising thanked R. Pederson and W. Larkins for their willingness to serve in these positions.

Approval of Minutes

- R. Pederson asked members if they had additions, corrections or comments regarding the minutes from the COC's April 27, 2017 meeting to which there were none. J. Jackson motioned to approve the minutes and H. Morrison seconded the motion. The motion was approved.

Public Comment

- R. Pederson asked if there were any public comment. Lise Wells, the guest present stated having two comments to share. She stated that the committees meeting information, including the location and meeting time was difficult to find on the web site. She also stated that she would have preferred that new members of the committee receive training or orientation before taking part of the meetings. W. Larkins informed that he and Ms. Green both receive adequate training by A. Reising prior to this meeting. J. Jackson added that she too was provided an orientation prior to taking part of the COC Meetings.

Communications

- R. Pederson asked for clarification as to who provides this information. A. Reising informed committee member are able to provide any activities, changes, information, or concerns during this time. J. Jackson informed that she was resigning as a committee member due to new commitments and that this would be her last meeting. She thanked the committee members and stated returning to the committee in the future. R. Pederson thanked her for her time and knowledge that she has provided to the committee.

Staff Reports

Quarterly Financial Update Provided by Sara Slater:

- S. Slater informed that the first page of the financial report was a summary of what is included in the report. She informed the breakdown of the bonds, interest, state facility funding and other funds (grant funds, developer fees, etc.) for the quarter.
- A. Reising informed that prop 51 was passed at the state level which will award 7 billion dollars of state matching funds but due to state changes, adjustment are being made on how to allocate these funds. The funds made available this year for the state is 443 million dollars. A. Reising explained that due to not knowing when these funds expected will be received, these funds will not be included on the financial report but instead will be reported as revenue received once the funds are received. This will allow a better control on cash flow and report actual real expected funds and sources. R. Pederson asked how much was expected to be received from this proposition. A. Reising informed that the applications submitted so far total about 71 million but it's possible that additional projects that may be eligible and we are eligible to receive up to 300 million from these funds.
- S. Slater reviewed the budget changes per project. She stated that increase in budgets can be due to changing of contractor, delays, legal processes, unforeseen or unknown work needed (additional work), and increase of construction cost (due to supply and demand, increase cost of materials, etc.). A. Reising informed about the process on how the initial budget was created including that it was based on average modernization cost and what was known at that time. He added, that after a walk through assessment, other needs including window replacement, carpet/floor, roofing, etc. were included in the scope of the projects. A member asked about Deferred Maintenance and what it entails. A. Reising explained the difference between bond projects and deferred maintenance. He stated that Deferred Maintenance was an older term used to define major projects, providing examples such as boiler system replacements, roof replacements, asphalt replacement, slurry coat repair, exterior painting, etc. A. Reising also informed needing more space to house new staff. He reported that an administrative building would be added to house new staff and network center. A. Reising stating looking into having Matt Woods, Executive Director of Technology and Information Systems, attend a meeting to discuss the district's network needs/system.

- S. Slater continued to the next report which reconciled the budget with the project budget changes. She specified the funding source that would be used to meet the growing budget needs. A. Reising stated that this report shows the actual expenditures per project and how much has been done per quarter.
- S. Slater explained the following report which was the Closeout Expenditure Summary. She informed that a project is moved to this report once it is complete. A. Reising explained that committed funds meant an agreement made/purchase order had been made (stating cost for services) and that expended funds was monies that had already been spent.
- A member asked if the increased budgets would allow the completed of future projects. A. Reising informed that all projects have contingencies included to help with this offset. He included that there is a program and project wide contingency budgets available to cover these cost.

Measure K and E Bond Program Update

- A. Reising informed that the remainder of the report provided a detailed information of each project. He pointed that information found includes the firms/contractors, project summary and financial summary. He informed the committee about the difference between hard and soft cost which are included in the project report. He informed that the report is divided by tabs and defined what each tab contained.

New Business

- No new business discussed.

Old Business

- No old business discussed.

Announcements

- S. Slater announced that prior to the next COC meeting, members will receive the Quarterly Financial Report that reflects July through September via email in October.

Adjournment and Next Meeting

- The next COC meeting will be held in January. Actual date and location are still to be determined. Members will receive notice via email. A. Reising thanked the COC Members for their attendance. The meeting adjourned at 7:05 p.m.