

Downey Unified School District
CITIZENS' BOND OVERSIGHT COMMITTEE
11627 Brookshire Avenue
Downey, California

MINUTES

REGULAR MEETING

The regular meeting of the Citizen's Bond Oversight Committee (CBOC) was called to order by Chair, Eric Pierce, Monday, August 6, 2018 at 9:00 a.m. in room T-5 at the Downey Unified School District located at 11627 Brookshire Avenue, Downey.

A quorum of the Citizens' Bond Oversight Committee was in attendance as established by roll call:

	Present	Absent
Paul Beemer	X	
Melody Gregorio	X	
Eric Pierce	X	
Russell Skersick	X	
Jerome Wetzstein	X	
Sung Yon Lee		X

DISTRICT STAFF PRESENT:

Dr. John A. Garcia, Jr., Superintendent
Christina Aragon, Associate Superintendent
Michael Martinez, Senior Director, Budget and Finance
Joseph Quinonez, Director, Facilities Planning and Development
John Shook, Director, MOT
Sharon Newberg, Senior Secretary, Facilities Planning and Development

DISTRICT CONSULTANTS PRESENT:

Richard Ingrassia, Rachlin Partners
Jennifer Pearson, Rachlin Partners

RECORDER:

Sharon Newberg, Senior Secretary, Facilities Planning and Development

AGENDA ADOPTED

Melody Gregorio moved, Paul Beemer seconded, and the motion carried unanimously to adopt Agenda #11 for the Regular meeting of the Citizens' Bond Oversight Committee held Monday, August 6, 2018.

INTRODUCE NEW ASSOCIATE SUPERINTENDENT

Dr. Garcia introduced Christina Aragon, the new Associate Superintendent of Business Services. He gave a brief description on how the search for the new Associate Superintendent was conducted. Downey did a very thorough search before hiring Christina Aragon as the new Associate Superintendent. Dr. Garcia also gave a description of Christina's background and qualifications. Christina has many years of school financial experience including 13 years as Assistant Superintendent, Business Services with the Arcadia School District. She is currently President of the California Association of School Business Officers (CASBO).

Christina was welcomed by the group. Christina said that CBOC was her favorite committee to work with in Arcadia. She thanked the group for volunteering to be on the committee. She talked about how important it is for the committee to see the Measure O work first-hand by going out to tour the construction sites and reviewing Measure O finances as the projects move forward.

APPROVED MINUTES OF MARCH 26, 2018

Melody Gregorio moved, Jerome Wetzstein seconded, and the motion carried unanimously to approve Official Minutes of the regular meeting of the Citizens' Bond Oversight Committee meeting held on March 26, 2018 as submitted or with the necessary corrections.

RECEIVE CORRESPONDENCE

Resignation of Sung Yon Lee by email dated July 26, 2018 was read by Eric Pierce. Paul Beemer moved and Melody Gregorio seconded, and the motion carried to unanimously accept the resignation of Sung Yon Lee. District will advertise the open position in the newspaper and the CBOC Member Application will be available on the Downey Unified School District web site.

ORAL COMMUNICATIONS HEARD

Dr. Garcia reported one application had been received to replace the open position (George Boose) on the CBOC and the interviews would take place next week.

HEAR PUBLIC

No public response.

REVIEW MEASURE O FINANCIAL REPORT

Michael Martinez went over the financial report. The committee liked the new format of the report, a column was added to show completion of projects. Escalation is up from what is in the budget and is chipping away at the funds. Michael reviewed Measure O commitments and final payout through June 30, 2018. Eric Pierce asked what happens to money not spent in a budget. The money goes back into the Measure O budget to be spent on Measure O projects. Jerry Wetzstein asked about Closeout costs. Joe answered, closeout includes

the processing of Department of State Architects (DSA) paperwork. The final cost of a project can result in additional DSA fees.

Dr. Garcia talked about the security measures being added to projects in the wake of all the recent shootings. Security is a top priority for DUSD students and staff. The scope of work for all our Measure O projects has changed to add security measures and out of the next draw of Measure O funds, money will be specifically added to the projects for safety and security. The middle school projects will have cameras, electronic locks, and additional fencing for added security. At the middle schools all exterior doors will have electronic locks in the scope. Eventually these security items will be at all our sites. Key ID badges are being issued to all DUSD personnel this year.

Jerry asked about the cost of security at the middle schools. The added cost for the middle schools will be about 3 million.

Our DUSD locksmith is installing electronic locks on all exterior doors at the District offices. Our Technology Department is making all the ID badges. The badges (keys) can be programed for certain hours of the day and will only work on the doors programed to that badge which limits access to doors. Electronic door locks will help sites lock-down quickly during an emergency.

FUTURE AGENDA ITEMS

None

NEXT MEETING

The next meeting of the Citizens' Bond Oversight Committee will be held on Monday, October 22, 2018 at 4:00 p.m. in room T-5.

ADJOURNMENT

The regular meeting of the Citizens' Bond Oversight Committee was adjourned by Eric Pierce at 9:56 a.m.

A CBOC tour of construction sites to follow.