

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, October 22, 2018 at 4:30 p.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	
Jeff Townsend	X	
Jerome Wetzstein	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

Paul Beemer moved, Russell Skersick seconded, and the motion carried unanimously to adopt Agenda #12 for the Regular meeting of the Citizens' Bond Oversight Committee held Monday, October 22, 2018.

APPROVED MINUTES OF AUGUST 6, 2018

Paul Beemer moved, Melody Gregorio seconded, and the motion carried unanimously to approve Official Minutes of the regular meeting of the Citizens' Bond Oversight Committee meeting held on August 6, 2018 as submitted or with the necessary corrections.

RECEIVE CORRESPONDENCE

None

INTRODUCE NEW CBOC MEMBER

Jeff Townsend was introduced by Christina Aragon. She told the group a little about Jeff's background. Jeff has four children in the District and wanted to be a member of the CBOC to ensure the Measure O funds are being spent according to the FMP. Jeff attended Downey Unified School District Schools. Jeff has 25 years of experience in corporate finance; his specialties are financial analysis and compliance.

REVIEW PROGRESS OF SCHOOL CONSTRUCTION PROJECTS THROUGHOUT THE DISTRICT

Joseph Quinonez and Richard Ingrassia shared a PowerPoint with the committee:

- Stauffer Middle School Modernization award of contract, June 2017, construction is ongoing. Jeff Townsend asked if all the middle schools would have a new gym, Joe Quinonez responded that all the middle schools would have a gym in the scope. Melody Gregorio asked about estimated time of completion for Stauffer and the response was 2020.
- Sussman Middle School has been submitted to DSA for approval and the scope of the modernization and new construction was shared with the committee. Paul Beemer asked if all the portables would stay on the campus, some will stay on campus and others will be moved out to other sites as needed. Melody asked about the library and the scope and size was shared with the group. Melody asked about the locker rooms, the locker rooms would be renovated, not replaced.
- Griffiths Middle School modernization scope was shared which includes a new gym, new classroom buildings, and new lunch shelters. Food Services is putting in a new walk-in freezer.
- Doty Middle School was submitted to DSA on October 26, 2018. The modernization and new construction project scope was shared which includes a 2-Story building. Eric Pierce asked if the building would require an elevator and the response was that it would have an elevator.
- Stauffer Phase II will be the new gymnasium with a performance stage.
- Lewis, Rio San Gabriel, Williams, and Unsworth Elementary Modernizations have been approved by DSA. Price Elementary is still in design.

REVIEW MEASURE O FINANCIAL REPORT

Michael Martinez went over the format of the financial report. He explained that the greyed-out areas of the report had not changed since the last meeting.

On Page 9 of the report shows \$248,000,000, which is the total of the Measure O Bond. Construction includes more than this amount, it includes State funding and other funding outside the scope of the CBOC. The CBOC only oversees the Measure O funds. Michael Martinez went over the Measure O commitments and expenditures with the group.

The report includes funding for Security at District and all the school sites. District will be doing some of the work and some of it will be contracted out.

The middle school projects will have cameras, electronic locks, and additional fencing for added security. Exterior doors at all the middle schools will have electronic locks in the scope. Electronic door locks will help sites lock-down quickly during an emergency.

Jeff asked about the expenditures for lighting at Downey High School. Joe responded that the project was for new lighting and new scoreboards on the Downey High School Softball Fields.

ORAL COMMUNICATIONS HEARD

Dr. Garcia reported one application had been received to replace the open position on the CBOC. Dr. Garcia gave an oversight on how the Measure O Bond was passed and how the FMP was formulated. Dr. Garcia thanked the CBOC for volunteering to serve on the oversight committee.

HEAR PUBLIC

No public response.

FUTURE AGENDA ITEMS

RECEIVE annual audit report from VTD Auditors Financial and Performance Audit

NEXT MEETING

The next meeting of the Citizens' Bond Oversight Committee will be held on Monday, January 28, 2019 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 5:25 p.m.