



C O M P T O N

UNIFIED SCHOOL DISTRICT

ASSET MANAGEMENT ADVISORY COMMITTEE MEETING - MINUTES

Monday, August 24, 2015
District Board Room

Call to Order

The Asset Management Advisory Committee meeting was called to order by Facilitator, Mr. Alejandro Alvarez, Chief Administrative Officer – Business and Administrative Services at 4:11 p.m. in the District Board Room. Mr. Alvarez thanked the members for their presence.

Roll Call

The following members were in attendance:

Manuel Castaneda
Legrand Clegg
Raymond Cooper
Johnny Johnson
Sam Pena
Fleming Robinson

[Arrived at 4:20 p.m.]

Committee Member LeMeika Horton-Pope was absent.

Review and Approval of Minutes for August 13, 2015 Meeting

MOTION by Mr. Pena. Mr. Cooper felt that an important item at the last meeting was his point that he wants to know why we're meeting if everything is not being done according to the Education Code. Ms. Abrahamian wanted it to be clear that this statement is being made based on Mr. Cooper's interpretation of the Education Code. She asked Mr. Cooper what information he felt the Education Code stated was necessary and wasn't being provided. Mr. Cooper read Education Code Section 17390 (a). Ms. Abrahamian stated that information would be provided today. Mr. Pena requested more information be provided to the committee in advance of the meeting. Mr. Cooper requested full agenda packet prior to the meeting.

MOTION by Mr. Pena, **SECOND** by Mr. Johnson to approve the minutes with the necessary corrections as stated. The committee members voted unanimously in favor of approving the minutes.

MOTION CARRIED

Review and Approve Bylaws

Mr. Pena requested Section 3.1 be amended to add - or four (4) meetings in a twelve month period – at the end of the section.

Mr. Cooper requested Section 2.2 be amended to add Education Code Section 17390 (a)-(e) as stated in the Education Code.

Mr. Johnson asked in Section 4.2 how many members constituted a quorum. Ms. Abrahamian stated previously the committee decided it was going to use a rule of five but it was up to the committee to decide. The committee stated they wanted to keep it five out of the seven

members would constitute a quorum. It was requested that the words A majority be replaced with Five (5) out of Seven (7).

Mr. Cooper requested Section 3.1 be amended to delete – but no more than eleven (11) members.

MOTION by Mr. Johnson, **SECOND** by Mr. Robinson to approve the bylaws with the stated amendments.

ROLL CALL VOTE:

Committee Member	Yes	No	Abstention	Absent
Castaneda	x			
Clegg	x			
Cooper	x			
Horton-Pope				x
Johnson	x			
Pena	x			
Robinson	x			

Yes – 6 No – 0 Abstain – 0 Absent - 1

MOTION CARRIED

Election of Officers

Nominations were opened for the position of Chair. **MOTION** by Mr. Johnson, **SECOND** by Mr. Castaneda to nominate Mr. Cooper as Chair. Hearing no other nominations, **MOTION** by Mr. Pena, **SECOND** by Mr. Clegg to close nominations.

ROLL CALL VOTE:

Committee Member	Yes	No	Abstention	Absent
Castaneda	x			
Clegg	x			
Cooper	x			
Horton-Pope				x
Johnson	x			
Pena	x			
Robinson	x			

Yes – 6 No – 0 Abstain – 0 Absent - 1

MOTION CARRIED

Nominations were opened for the position of Vice-Chair. **MOTION** by Mr. Clegg, **SECOND** by Mr. Johnson to nominate Mr. Pena as Vice-Chair. Hearing no other nominations, **MOTION** by Mr. Johnson, **SECOND** by Mr. Pena to close nominations.

ROLL CALL VOTE:

Committee Member	Yes	No	Abstention	Absent
Castaneda	x			
Clegg	x			
Cooper	x			
Horton-Pope				x
Johnson	x			
Pena	x			
Robinson	x			

Yes – 6

No – 0

Abstain – 0

Absent - 1

MOTION CARRIED

Nominations were opened for the position of Secretary. Mr. Cooper stated that the role of the Secretary is to review the minutes that are typed by staff, the Secretary doesn't have to type the minutes. **MOTION** by Mr. Pena, **SECOND** by Mr. Robinson to nominate Mr. Johnson as Secretary. Hearing no other nominations, **MOTION** by Mr. Cooper, **SECOND** by Mr. Johnson to close nominations.

ROLL CALL VOTE:

Committee Member	Yes	No	Abstention	Absent
Castaneda	x			
Clegg	x			
Cooper	x			
Horton-Pope				x
Johnson	x			
Pena	x			
Robinson	x			

Yes – 6

No – 0

Abstain – 0

Absent - 1

MOTION CARRIED

Review and Approve Proposed Meeting Schedule

Mr. Alvarez stated that the proposed meeting schedule is for the second Monday of each month except for February which is the first Monday. Mr. Johnson stated that he had a commitment on October 12. That is the only conflict he is aware of. Mr. Alvarez requested that if members know that they cannot make a meeting to inform Autra as early in advance as possible, in the event a meeting needs to be cancelled due to lack of a quorum. The committee agreed as a courtesy to make this notification seventy-two hours in advance (the preceding Friday) of the meeting.

MOTION by Mr. Clegg, **SECOND** by Mr. Johnson to approve the proposed meeting schedule.

ROLL CALL VOTE:

Committee Member	Yes	No	Abstention	Absent
Castaneda	x			
Clegg	x			
Cooper	x			
Horton-Pope				x
Johnson	x			
Pena	x			
Robinson	x			

Yes – 6

No – 0

Abstain – 0

Absent - 1

MOTION CARRIED

Overview of the District’s Demographics

Mr. Jenkins went over the map of school sites. He agreed to provide a more legible copy at the next meeting. He stated that there are updates that need to be completed. For example, the Caldwell site is now Community Day school. Also the Annex portion is now Administration. The Mark Twain site is no longer district owned. It was sold when the District was in receivership. The William Jefferson Clinton Site was added and is on the north side of Dominguez High School.

Mr. Pena asked what constitutes a conflict of interest for committee members (e.g. is it residence, ownership, etc.)? Ms. Abrahamian asked if that situation existed. Mr. Pena clarified that he was asking in general if there was a radius or boundary that the committee members should keep in mind when properties come before them. Mr. Alvarez stated examples of possible conflicts. Ms. Abrahamian stated that since it wasn’t an issue today, it didn’t have to be addressed today. She suggested next time a question similar being posed to determine if there were any potential conflict that should be addressed.

Mr. Cooper requested color coding of schools that are located outside of the City of Compton boundaries. He also wants to have a map identify different attendance boundaries for the schools. Mr. Alvarez suggested it may be better to create three (elementary, middle, and high) so the boundaries on the map are clear.

Mr. Jenkins stated that the site under consideration today is titled Adult Basic Education on the map and is located at E5 on the map.

Review of District Owned Property – 515 East Compton Blvd.

Mr. Alvarez introduced the property that would be discussed and gave an overview of the handouts: (1) Pictures of facility in black and white, (2) Preliminary Title Report, and (3) Valuation Analysis.

Mr. Jenkins stated a while back this was an upholstery shop and ROP taught adults how to reupholster old furniture. There were big sewing machines and they stripped it down to revitalize old furniture. Once it was determined that it was cheaper to buy new furniture, interest in the program went down: funding and enrollment. Then it became an abandoned building. In order to put back into service it needed to be ADA compliant with an elevator, it only had stairs to get

to the second floor. It started being used mainly for storage and now is constantly being boarded to keep the homeless out. They keep breaking in gaining access.

Mr. Johnson requested the square footage of the building and property itself. Ms. Abrahamian stated that it is in the Valuation Analysis.

Mr. Pena asked if there was any financial data available. Do we have the cost of maintenance, property tax, graffiti removal and similar items? Mr. Jenkins said he will pull up Maintenance Requests for the property. The majority of them are for graffiti removal. Mr. Alvarez responded that the property is exempt from property tax. Mr. Jenkins reported that there was a gas leak last year and the Fire Department was dispatched.

Mr. Johnson wanted to know if the district had to pay for Fire Insurance for the site. Mr. Alvarez stated that it was included in the Property Insurance for the District and there was a blanket policy for all District owned property.

Ms. Abrahamian stated that the neighboring buildings were also in bad shape and affected the value. The majority of the value is the land and zoning. Site improvements were given minimal to no value. Mr. Pena inquired if there were vacancies with any of the neighbors. Mr. Jenkins said one side has an empty lot and the west side is also vacant and housing homeless.

Mr. Cooper clarified the boundary of the property. Mr. Jenkins said that the property lines are highlighted on the site map. Mr. Cooper asked about the ownership of the lot. Mr. Jenkins stated it was owned by either the City or the County and the Hooks own the adjacent building. Ms. Abrahamian referred to page 16 of the Valuation Analysis for more information on the property description.

Mr. Jenkins stated that by the tree there is a built storage with a roll up door. One of the issues is the safety of the structure. According to Ms. Abrahamian the appraiser was not even allowed inside of the building for the valuation to take place. Mr. Alvarez stated for safety and liability purposes the District would probably want to demolish the structure prior to a sale of the property. Mr. Pena asked how long the property had been vacant. Mr. Jenkins replied 15-20 years.

Mr. Pena asked next steps. Ms. Abrahamian stated that the committee should review the documents and it will be discussed again at the next meeting. If the committee is interested in reviewing the noted exceptions to title, those documents can be provided if requested.

Mr. Pena inquired if property recommendations were going to be made to the Board of Trustees on a site by site basis. Mr. Alvarez and Ms. Abrahamian concurred that as the Committee made a recommendation on a site that would be provided to the Board of Trustees.

Mr. Cooper asked about security. Mr. Alvarez stated that they could do an analysis on calls for service by School Police and any fines paid out by the District.

Adjournment

The next meeting date is September 14, 2015 at 4:00 p.m. Mr. Clegg stated he will not be able to attend this meeting. **MOTION** by Mr. Johnson, **SECOND** by Mr. Pena to adjourn the meeting – the time being 5:20 p.m.

Adjournment at 5:20 p.m.