

LONG BEACH COMMUNITY COLLEGE DISTRICT
CITIZENS' OVERSIGHT COMMITTEE
SUMMARY NOTES
March 25, 2024

Members Present: Sumer Temple, Vice Chair, Local Business Community; Chris Fowler, Secretary, Community at Large; James Choura, Senior Citizens' Organization; Sean Dunbar, Community at Large; CoCo Dobard, ASB President.

Members Absent: Vacant, Bona-Fide Taxpayers' Assoc; David Chang, Community at Large; Dr. Erica Jacquez, Community at Large

LBCCD/Bond Program Staff/Guests Present: Raymond "Chip" West, VP, Admin Business Services; Hakim Chambers, Bond Management Team; Bob Rapoza, Director, Business Support Services; John Thompson, Director, Fiscal Services; Stacey Toda, Associate Director, Communications & College Advancement; Nathalie Sevilla, Executive Assistant; Lexi Donovan, Bond Management Team

WELCOME AND ANNOUNCEMENTS (Sumer Temple)

- 1.1 This meeting was called to order at 6:00 p.m.
- 1.2 Nathalie Sevilla called the roll.
- 1.3 Vice Chair, Sumer Temple, welcomed the group and introductions were made.

PUBLIC COMMENTS (Sumer Temple)

- 2.1 There were no public comments.

OLD BUSINESS

- 3.1 There was no old business.

NEW BUSINESS

4.1 NEW COMMITTEE MEMBER (Chip West)

Chip West welcomed new committee member, Chris Fowler, representing the Community at Large.

4.2 OFFICER ELECTIONS (Chip West/ Sumer Temple)

Chip opened up the floor for nominations for the position of President for the 2024-2025 term. James Choura nominated Sumer Temple for President. The nomination was seconded by Sean Dunbar. All in favor; none opposed; no abstentions.

Sumer Temple opened the floor for nominations for the Vice Chair position. Sumer Temple nominated James Choura for Vice Chair. The nomination was seconded by Sean Dunbar. All in favor; none opposed; no abstentions.

4.3 APPROVAL OF AUGUST 21ST, 2023 MINUTES (Sumer Temple)

Motion by James Choura and seconded by Sean Dunbar. All in favor; none opposed; no abstentions.

4.4 PERFORMANCE AND FINANCIAL AUDITS (Ben Levitt, CWDL)

(Refer to "COC Expenditure Reports "handouts) These documents are on file with the minutes.

Financial Report Summary

On page 4, the fund financials are extracted from the broader financials with minimal balances presented.

- **Measure E and Measure LB:**
 - **Measure E:** Ending balance of \$137 million as of June 30, 2023.
 - **Measure LB:** Ending balance of \$105 million as of June 30, 2023.
- **Activity Details (page 5):**
 - Measure E: Extremely low activity.
 - Measure LB: \$3.5 million in interest earnings.
- **Bond Perspective (page 7):**
 - Provides insight into the bond's life cycle and authorizations from Measures E and LB.
- **Significant Balances (page 8):**
 - Detailed information on significant balances from the county.
- **Debt Breakdown (page 9):**
 - Detailed breakdown of debt associated with Measures E and LB.
 - Note: This debt is not shown in the core statements as it is issued as part of the elections, not from program funds. It will be repaid by tax dollars.
- **Debt Payment Schedule (page 10):**
 - Shows the life cycle and required payments related to Measure E debt.
- **Measure LB Details (page 11):**
 - Total outstanding debt noted as of June 30, 2023.
 - Debt repayment schedule is noted.
 - Construction commitments is noted.

Performance Audit Summary

- On page 2: Management provides information any bonds and details on the elections of Measures E and LB.
 - On page 3: Objectives and scope of the audit are outlined.
 - On page 4
 - Overview of audit procedures, including large expenditure samples
 - Measure E: No expenditures, therefore no sample was conducted.
 - Measure LB: Expenditure sample consisted of 60 items, representing 59.54% of the grand total.
 - Assessment focused on whether expenditures directly relate to the program.
 - Conclusion: the audit for fiscal year 2023 is entirely clean, alongside a clean financial audit
 - On page 9: Ben highlighted that management provided context regarding both Measure E and Measure LB programs
- 1. Questions/Comments from the committee on the presentation included:**
- James Choura asked if there are any open change orders in order to close out projects. Ben deferred to bond management team. Ben noted when any change orders are over the threshold, they need board approval.

4.5 APPROVAL OF 2023 ANNUAL REPORT (Sumer Temple)

Chairman Sumer Temple presented the 2023 Annual Report, a summary of bond fund usage. Motion by Sean Dunbar and seconded by James Choura. All in favor; non opposed; no abstentions.

4.6 QUARTERLY EXPENDITURE REPORTS (Chip West)

(Refer to letters addressed to Sumer Temple dated January 10, 2024, RE: Measures E & LB Expenditure Summary Update)

- West reviewed the Measures E and LB Expenditure Summary Update
- Purpose of Quarterly Reports is to share expenditures to date in each of the Bond Funds.

Motion by James Choura and seconded by Chris Fowler. All in favor; none opposed; no abstentions.

4.7 CURRENT PROJECTS AND BOND CLOSEOUT (Chip West)

West mentioned that the following presentation “Facilities Master Plan”, will be presented to the Board during the April board meeting.

4.8 FACILITIES MASTER PLAN UPDATE (Chip West)

(Refer to “Facilities Master Plan update” PowerPoint presentation handout)

- West met with students, staff, and faculty throughout the campus.
- West asked students to draw their path on how they navigate throughout campus.
- West engaged with students on ideas of what they’re looking for while on campus.
- Food and security have been a challenge.
- Strategic plan themes, goals, and strategies include inclusive, supportive, innovative, and synergy.
- As we began to develop the plan, the themes that emerged were a welcoming engaging community for both campuses. Improve visibility and increase access to student support services. Strengthen campus connections and improve wayfinding. Replace aged and inefficient facilities with right sized for the future and moving them forward in sustainable way.
- West presented the development history for both campuses, LAC and PCC.
- As part of FUSION and state process, we included facilities condition index for both campuses, LAC and PCC.

5. OTHER

5.1 OTHER UPDATES (Chip West): None

6. UPCOMING EVENTS

6.1 SoCal Adaptive Sports Fair on April 13th: Sumer Temple invited committee members to attend.

7. FUTURE AGENDA ITEMS

- Quarterly Expenditure Report
- Construction Update

NEXT MEETING

August 19, 2024 via Zoom