



# C O M P T O N

## UNIFIED SCHOOL DISTRICT

### ASSET MANAGEMENT ADVISORY COMMITTEE MEETING - MINUTES

Thursday, August 13, 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 5:11 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

#### **Introductions**

Mr. Alvarez introduced himself and requested everyone else in attendance introduce themselves and their background related to the committee.

Mr. Legrand Clegg (Member) – City of Compton, City Attorney Emeritus

Mr. Johnny Johnson (Member) – Sativa Water, Planning Estimator and Project Manager

Mr. Raymond Cooper (Member) – Retired from Aerospace and Accounting

Mr. Manuel Castaneda (Member) – Band Teacher, Centennial High School

Mr. Sam Pena (Member) – Republic Services and Former City Official Maywood

Mr. Fleming Robinson (Member) – Principal, Mayo Elementary School

Mr. Alvin Jenkins (CUSD Staff) – Senior Director - Facilities, Maintenance, Operations and Transportation

Ms. Sarine Abrahamian – Orbach Huff Suarez & Henderson, CUSD Legal Counsel

Mr. Darin Brawley - Superintendent

Mr. Alvarez clarified that the Committee Members are Board appointed and will make any decisions. CUSD staff is present to provide information to the committee and assist as necessary.

### **Objectives and Goals of the Committee**

Ms. Abrahamian advised the committee that the primary goal and objective is to review district owned property, the best use of sites and determine if surplus property exists under the Education Code.

### **Roles, Responsibilities and Requirements**

Ms. Abrahamian reviewed the process for establishing the committee based on Education Code 17388. The committee is board appointed and shall consist of 7 to 11 members. The primary purpose is to advise the Board in the use or disposition of school buildings or space district-wide not needed for school purposes. The committee is to be representative of each of the following: (a) Ethnic, age, and socio-economic composition of the District; (b) Business community; (c) Teachers; (d) Landowners or renters; (e) Administrators; (f) Parents of students; and (g) Persons with expertise in environmental impact, legal contracts, building codes, land use planning (including local zoning and land use restrictions).

The duty of the committee is to determine if the District has sufficient room for students and what properties can be deemed surplus. This is completed by: reviewing projected enrollment and other data to determine the amount of surplus space and real property; establishing a priority list of uses that are acceptable to the community; circulating the priority list through attendance area; conducting hearings for community input on acceptable uses (clean title and appraisal required); making a final determination of limits of tolerance of use; and providing a written report to the Board on surplus determination and recommended uses. The Board has the final decision.

If a property is deemed surplus, the first offering must be made to charter schools who have requested notification. The request must be in writing by an existing charter with a certain level of enrollment. This provision sunsets July 1, 2016. Mr. Brawley inquired if there were any exceptions and if this provision is suspended in a recession.

Public entities are given the second option of obtaining surplus property. Notices are provided to local planning and other public entities. This includes a contracting agency for exclusive delivery of child care. The Naylor Act applies to property used for at least eight years immediately preceding as recreational property (playground or play field). The minimum price under this provision is 25% of Fair Market Value.

After the first two offerings have occurred, the property may be leased or sold on the open market. The use of proceeds from any surplus property should be capital outlay or restricted routine repair.

### **Review of Bylaws**

Mr. Alvarez requested the committee members review the draft bylaws. Due to one copy of the bylaws being included with the agenda and the other distributed by legal counsel; the committee opted to focus on the copy that was distributed by legal for review.

Mr. Cooper asked if there was a quorum and if proper representation existed for the committee composition in order for the committee to meet, and vote on items such as the bylaws. The determination was made that six members present, of the seven member committee constituted a quorum; only four are required for a quorum. Mr. Alvarez compared the list of committee members with the requirements of the composition per the Education Code and verified that the committee as composed had proper representation.

The committee agreed to review the bylaws and come back to the next meeting with any comments. Mr. Pena requested that the agenda read review and approve bylaws for action at the next meeting.

Once approved by the committee, the bylaws will be taken to the Board of Trustees for approval.

### **Election of Officers**

Mr. Cooper expressed concern over electing officers so late in the year, since the term of officers was based on a calendar year. A discussion ensued about the possibility of changing “calendar year” to “school year” in the bylaws for terms of officers.

Mr. Clegg suggested that the committee wait until the next meeting to elect officers. He suggested committee members submit a short bio in order to assist in determining who had the particular expertise for officer positions. The committee agreed to provide this to staff for distribution prior to the next meeting.

### **Norms**

The committee agreed that once established the bylaws would serve as the norms of the committee. If later deemed necessary, other matters would be addressed.

### **Overview of the District's Demographics**

Mr. Jenkins stated that there were 22 Elementary Schools, 8 Middle Schools, 4 High Schools and 1 Adult School within the CUSD boundaries. The boundaries extend into the cities of Carson, Los Angeles, and Paramount. Clinton Elementary and Dominguez High are in Paramount on the east side of the District; Lincoln Elementary, Carver Elementary, and Vanguard Middle in Los Angeles; and Bunche Elementary on the west side of the District. A map of school sites was circulated. The committee requested further discussion of the demographics and a copy of the map at the next meeting.

Mr. Brawley mentioned the Adult School as an item for the committee's consideration. The property is decaying because with no K-12 students present; modernization funds aren't available. He also informed the committee that Park Water has interest in leasing property at school sites; Roosevelt Elementary and Whaley Middle are possibilities.

Mr. Alvarez mentioned 515 Compton Boulevard as a site for discussion with the committee at an upcoming meeting.

### **Proposed Committee Meetings and Timelines**

The committee agreed that the next meeting will take place on August 24, 2015 at 4:00 p.m. Thereafter, meetings will occur on the second Monday of the month at 4:00 p.m.

### **Adjournment**

The meeting was adjourned at 6:09 p.m.