

**MINUTES OF THE MEASURE BB OVERSIGHT COMMITTEE
MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
325 S. Peck Ave., Manhattan Beach, CA 90266**

**February 9, 2009
7:00 p.m.**

The Members of the Measure BB Oversight Committee held its regularly scheduled meeting on Monday, February 9, 2009, at 325 S. Peck Avenue, Manhattan Beach, California. The following were present:

Members of the Committee	Ed Lear, George Reppucci, Michael Kling, Tim Lilligren, Kathleen Paralusz, Kimberly Robinson, Noel Palm, Rod Spackman, Tony Gonzales, Gary Osterhout, Robert Daviduk, Rafael Menkes & Rachel Vandenberg (absent).
District Personnel	Dr. Steve Romines & Linda Huber
Board of Trustees	Ida VanderPoorte and Bill Fournell
Call to Order	The meeting was called to order by Mr. Lear at 7:02 p.m.
Pledge of Allegiance	The Pledge of Allegiance was led by Mr. Lear.
Announcements and Communications	No public comments were made.
Presentation	<p>1. Update on Architect Selection, Bond Sale and Project Timeline</p> <p>Ms. VanderPoorte and Mr. Fournell gave an update on the architect selection process. Mrs. VanderPoorte explained that there was a sub-committee designated for selection. The committee members were Mrs. VanderPoorte, Mr. Fournell, Dr. Romines and Mr. Gonzalez. The committee began with 22 proposals. Those proposals were reviewed and six firms were selected for interviews. The six firms were interviewed and then the final three firms selected were brought back for final interviews. The committee selected the firm of Harley Ellis Devereaux.</p> <p>A Design Committee will be forming. The earliest we could begin construction would be June 2010. The District is in the process of hiring a construction law firm. This firm will help finalize the architect's agreement.</p> <p>Committee members asked what differentiated Harley Ellis Devereaux from the other firms. Mr. Gonzalez stated that the top three firms were asked to give a proposal, thoughts and approach to our particular project. They were also asked if they could do the project as stated with the given budget. Two of the firms said they could not. Harley Ellis Devereaux also had different ideas for the project which would eliminate the need for interim classrooms. This move could save approximately \$500,000. They also proposed building a new building in the parking lot. This would be an improvement for the current students at Mira Costa. It would keep equipment and noise further away from the classrooms. Mr. Gonzalez stated that Harley Ellis Devereaux came in with all elements we would expect. Mr. Reppucci asked where people would park if we lose parking spaces. Mr. Gonzalez said that they would look into replacing as many lost spaces as possible.</p>

Mr. Spackman asked if Harley Ellis Devereaux would strictly be the design architect. Mr. Gonzalez stated that they would be the design architect. Ms. Paralusz asked if the committee will we get to look at the architect's contract before it is approved? Mr. Reppucci asked if the BOC could form a subcommittee to review contracts. Mr. Romines said he would have to check with our attorney regarding BOC involvement with contracts review/ subcommittees.

The BOC is to make sure that all projects the District says they are going to do is done, and that the budget/expenditures are on track. Mr. Romines explained that contracts can't be made public until the agenda is publicly published.

Mr. Lear stated the Bond Oversight Committee does not want to get involved in every contract. The Committee discussed what dollar amount a contract should exceed for them to review/approve it. Mr. Lilligren said that he would like to review major milestone contracts (architect, contractor, etc.) After discussion, the Committee agreed that they would like review contracts over \$500,000 so approval can be discussed.

After discussion, it was decided that when the school board agenda includes a bond related contract/agreement for approval, then a Bond Oversight Committee meeting would be noticed at the same time so the approval can be discussed by the Bond Oversight Committee. Notices of the meeting will be sent to committee members via email and U.S. mail. Mr. Romines will check on brown act requirements if we need to cancel a meeting if it is not necessary.

Committee Business

1. Approval of December 3, 2008 Bond Oversight Committee Minutes. Mr. Spackman moved approval of the December 3, 2008 Bond Oversight Committee Minutes, seconded by Ms. Paralusz and unanimously approved by the Bond Oversight Committee.

2. Discussion and Approval of By-laws. Mr. Osterhout asked whether the Bond Oversight Committee has the power to change bylaws. Mr. Romines said the school board approves the bylaws. The Bond Oversight Committee can make recommendations to the Board if they would like to see change.

Public Comments

None

Items for Future Meetings

Mr. Osterhout noted that the bylaws require the committee to make a report every quarter. Mr. Lear asked what the committee's responsibilities are in regard to the report. Mr. Romines said that the report can be presented to the Board either verbally or written. Mr. Lear asked the committee if anybody had any recommendations for delivery mechanism. Ms. Vandenberg will be asked to write the first quarterly report. The first quarter report should be distributed to committee members before being finalized.

Mr. Reppucci would like to discuss naming and formation of subcommittees. He would also like to see a review and presentation on lessons learned from the prior Bond Oversight Committee. Mr. Reppucci also would like a discussion of timeline and he would like to see the Board's timeline. Mr. Romines explained the timeline will be made in conjunction with the architect. Mr. Romines said that there is no point in coming up with timeline until we have the cash and an approved contract. The board will be extremely conservative on approving any items until the bond is sold. Bonds may be sold in May.

The next Bond Oversight Committee meeting will be March 9, 2009.

Adjournment

Mr. Osterhout moved to adjourn at 8:43 p.m., seconded by Mr. Reppucci and unanimously approved by the Bond Oversight Committee.

