

**MINUTES OF THE
ASSET MANAGEMENT ADVISORY/7-11 COMMITTEE
DOWNEY UNIFIED SCHOOL DISTRICT
November 29, 2022**

Regular Meeting

Pace Education Center
9625 Van Ruiten Street
Bellflower, CA 90706

Members Present:

Dean Michael – District Composition
Jeffrey Worthy – Business Representative
James Walton – Landowner/Renter
Rola Saikali - Teacher
Kathy Estevez – Administrator
Brian Heyman – Person of Expertise
Jeff Townsend – Parent of Student

Others Present:

Christina Aragon, Associate Superintendent, Business Services
Angel Kellogg, Administrative Secretary, Business Services
Sarine Abrahamian, Legal Counsel
Joe Villegas, Appraiser

Call to Order

The meeting was called to order by Christina Aragon, Associate Superintendent of Business Services, at 4:01 p.m.

Pledge of Allegiance/Welcome and Introductions

The Pledge of Allegiance to the Flag of the United States of America was led by Christina Aragon, Associate Superintendent. Christina welcomed the Committee members, and members and others in attendance introduced themselves.

Action Items

Approval of the Minutes of October 18, 2022

Jeff Worthy moved, Brian Heyman seconded, and the motion carried unanimously to approve the official minutes of the regular 7-11 Committee meeting held on October 18, 2022, as submitted.

Election of Officers

James Walton moved, Kathy Estevez seconded, and the motion carried unanimously to elect Jeffrey Worthy as Chair of the committee. James Walton moved, Jeffrey Worthy seconded, and the motion carried unanimously to elect Kathy Estevez as Vice-Chair of the committee. Jeffrey Worthy moved, Brian Heyman seconded, and the motion carried unanimously to delegate secretarial duties to District staff, Angel

Kellogg, Administrative Secretary, Business Services.

Discussion Items:

Brown Act Presentation/Training

Sarine Abrahamian, District legal counsel, gave a presentation of the Brown Act, also referred to as “the Open Meeting Act”, to ensure that committee meetings are conducted in an open and transparent fashion, and that information is available to the public. Some topics covered were Brown Act meeting requirements, including what constitutes violations of the Act, and AB 992 that clarifies which social media interactions are not in violation of the Brown Act.

Supplemental Property and Lease Information

Joe Villegas appraised the District property located at 11525 Brookshire Avenue and 11500 Dolan Street, Downey (APNs: 6255-010-902, 903, 904 & 905) and presented information from his report of October 1, 2021.

Additional Information for Review Requested by the Committee

No additional information for review was requested.

Questions or Comments by Committee Members

Dean Michael asked if anyone has engaged in discussion with Brookshire Partners, the lessee, regarding their possible interest in purchasing the property. Sarine explained that because we are a public entity, we must offer “right of first refusal” to other local and state public entities first. If no offers are received or if no agreement is reached with a public entity, the property can be offered for the highest price per formal bidding. The Board of Education will need to adopt a resolution and follow usual formal bid process.

Jeffrey Worthy discussed that an option can be to sell the property to maximize cash flow or test the land for discounted cash flow and compare value with holding the property until termination of the lease in 2060.

Public Comment

There were no members of the public present, so there are no public comments.

Next Meeting

The next meeting of the 7-11 Committee will be January 24, 2023, at the Gallegos Administration Building (District Office) in DCC-A at 4:00 p.m.

Adjournment

Brian Heyman moved, Dean Michael seconded, and the motion carried unanimously to adjourn the meeting at 5:16 p.m.

Minutes were approved as corrected at the January 24, 2023, meeting.

Respectfully submitted by Angel Kellogg, Administrative Secretary, Business Services.