

CITIZENS' BOND OVERSIGHT COMMITTEE

MEETING MINUTES

Tuesday, June 20, 2017, 5:30 PM

Evergreen Valley College

Library/Ed. Tech Center (LE) Building Mishra Room

3095 Yerba Buena Road, San José, CA 95135

<u>Present:</u>	Leo Cortez	Support Organization
	Cory Demar	Student – Evergreen Valley College
	Brigit Espinosa	Community At-Large
	Shanta (Shay) Franco-Clausen	Business Community
	Bethel Kim	Student – Evergreen Valley College
	Johnny Lee	Taxpayers' Association
	Joel Ruiz Herrera	Community At-Large
	Simon Vidal III	Community At-Large
<u>Absent:</u>	Vice President Andrea Alexander	Administrative Services, EVC
	President Byron Breland	Administrative Services, SJCC
	Peter Fitzsimmons	Director of Fiscal Services, SJECCD
	Michael Hohl	Gilbane
	Vice President Jorge Escobar	Administrative Services, SJCC
	Matthew Mahood	Business Community
	Casey Michaelis	Gilbane
	Elias Portales	Community At-Large
	Rose Regalado	Senior Citizens' Organization
	Linda Reiners	Business Community
	Jeff Scogin	AKG/Gilbane
	Linda Wilczewski	Controller, SJECCD
	President Henry Yong	Administrative Services, EVC
<u>Staff:</u>	Chancellor Deborah Budd	SJECCD
	Owen Letcher	Director of Facilities and Bond Programs, SJECCD
	Vice Chancellor Douglas Smith	Administrative Services, SJECCD
	Tim McBrian	Gilbane
	Ann Kennedy	AKG/Gilbane
	Mike Chegini	AKG/Gilbane
	Andrew Spiller	Gilbane
	Anna Tiscareno	Gilbane

AGENDA:

1. Call to Order
The meeting was called to order at 6:05 PM
2. Introductions
Each of the attendees gave a self-introduction.

3. Approval of Minutes from March 7, 2017

The committee reviewed the previously distributed March 7, 2017 meeting minutes and asked for comments. There were no comments. Brigit Espinosa / Leo Cortez motioned, and the committee unanimously approved the meeting minutes.

4. Public Comment – 3 Minutes per speaker with advance sign in

There were no public comments made.

5. Communications Received by Citizens' Bond Oversight Committee Members

There were no communications received.

6. Staff Reports

a. Dr. Budd gave a brief overview of the Staff Reports.

b. Dr. Budd informed the committee of the following:

- Highlights of the District's 2016 Annual Report were presented at the Chancellor's Community Advisory Group Breakfast:
 - Over 4,000 people attended the San José City College graduation. The graduation was combined with job fairs of 30 firms interested in hiring graduating candidates.
 - The San José Evergreen Community College District has the highest transfer rate to San José State University.
 - In 2016, the San José Evergreen Community College District celebrated the largest graduating class in the District's history with an increase of 97% for degrees and certificates issued and an increase of 27% for applicants compared with 2015.
 - Completed major bond-funded improvements, including new constructions such as the Evergreen Valley College's South Campus Development, Fitness Center, and Automotive Technology buildings, and the San José City College's new Physical Education building.
 - Increased capacity with many new and updated buildings to provide adult education and career technical education programs.
 - Increased access to college education for District residents in and around Milpitas through the San José Evergreen Community College Extension at Milpitas, linking high school students to careers. This site began holding classes in February 2017.
 - Managed strong fiscal stewardship which led to perfect fiscal and performance audits for both District general operations and for Facilities Bond program.
 - Mr. Henry Yong resigned his position as Evergreen Valley College President, Administrative Services, and has accepted a position as Chancellor of Yosemite Community College District after serving as president for six years. Mr. Henry Yong will be working through the end of June, 2017.
 - Over 25 individuals have applied for the Evergreen Valley College Interim President's position. The Board of Trustees will select a new interim president at the July 11, 2017 Board of Trustees meeting.

7. Project Updates

a. Mr. Letcher gave a brief update of the Measure X Bond Program.

San José Evergreen Community College District will hire professional services for the Measure X Bond Program and is currently working on establishing this process prior to issuing the first set of Bonds. The initial Measure X projects will be designed in Measure G-2010 and constructed with Measure X Bond dollars. We anticipated issuing Measure X funds in Fiscal Year 2017/2018.

The Board of Trustees has two approved positions for Program Manager, one for Evergreen Valley College and one for San José City College, to coordinate with Faculty, Staff and Students. The Program Managers will be dedicated to the campuses to ensure that the Measure X Bond Program is managed as efficiently as possible.

The Board of Trustees has expressed the desire to increase the participation of Small/Minority/Women and Disabled Veterans - owned businesses that will participate in the Bond Measure. An Outreach Coordinator position will be created and will focus on the Bond Program with a portion of the position's time working with the Purchasing Department.

Ms. Espinosa asked where is funding paid from?

Mr. Letcher stated that this will be a split funded position so it will be funded from the District's general fund as well as specific bond projects.

- b. Mr. McBrian and Mr. Spiller gave a brief overview of the Measure G-2010 Bond Program project highlights regarding current status of the projects for the District Office, Evergreen Valley College and San José City College.

Vice Chancellor Smith asked if the Evergreen Valley College Campus water fountain is new?

Mr. McBrian answered that the fountain is not new; it hadn't been restored or used because of the water drought.

The Division of the State Architect (DSA) was discussed, and Mr. Letcher explained the standards of DSA; any building which houses students or provides services to students is required to be compliant with code requirements.

Ms. Espinosa noted that it's her understanding that a plan check is conducted for fire issues, health and safety to ensure that the DSA standards are met.

Mr. Letcher noted that Americans with Disabilities Act (ADA) survey and assessment of all Districtwide properties (District Office, Evergreen Valley College, San José City College, and Milpitas) will be conducted to outline and prioritize any repairs of the ADA barriers to move forward with the Measure X Bond Program.

8. Program Financial Reports

- a. Measure G-2010 and G-2004 Financial Reports

Ms. Kennedy presented an overview of the Measure G-2010 and G-2004 Financial Reports from inception through March 31, 2017 and gave an update regarding the cost and schedule status of the program.

There were no "caution" projects to discuss for reporting period inception to March 31, 2017 of the San José City College, Evergreen Valley College, and District.

- b. There were three Measure G-2010 Bond List Revisions during the reporting period ending March 31, 2017. The February 14, 2017 and February 28, 2017 Bond List Revisions were reported upon at the last meeting of the Citizens' Bond Oversight Committee, held on March 7, 2017 and are included in the

financial reports for this period. The March 14, 2017 Bond List Revision occurred after the last meeting of the Committee and is included in the financial reports.

There were four Measure G-2010 Bond List Revisions that occurred after the reporting period ending March 31, 2017 and prior to this meeting. These revisions took place at the following Board of Trustees meetings and are reflected in the reports:

- April 4, 2017
- May 9, 2017
- May 23, 2017
- June 13, 2017

There were two Measure G-2004 Bond List Revisions during the reporting period ending March 31, 2017. The February 14, 2017 Bond List Revision was reported upon at the last meeting of the Committee and is included in the financial reports for this period. The March 14, 2017 Bond List Revision occurred after the last meeting of the Committee and is included in the financial reports.

There were two Measure G-2004 Bond List Revisions that occurred after the reporting period ending March 31, 2017 and prior to this meeting. These revisions took place at the following Board of Trustees meeting and are reflected in the reports:

- April 4, 2017
- May 23, 2017

Measure G-2010 and Measure G-2004 Financial Reports/Bond List Revisions:

Leo Cortez / Brigit Espinosa

Unanimously approved

9. Adjournment

The meeting adjourned at 7:07 PM

The next scheduled meeting is Tuesday, September 19, 2017 at 5:30 PM – 7:00 PM. This meeting will be held at the San José City College, Room T-112.