



CITIZENS' BOND OVERSIGHT COMMITTEE

MEETING MINUTES
November 16, 2021: 6:00 – 7:30 PM

Location: Zoom Webinar Call

<u>Present:</u>	Cory DeMar Leo Cortez Bethel DeMar Liza Navarro Joseph Herrity	Community At-Large Support Organization Community At-Large Business Community Community At-Large
<u>Staff:</u>	Terrance DeGray Hong Yang Ann Kennedy Mike Chegini Jenny Derry Ty Taylor	Associate Vice Chancellor, Physical Plant Development and Operations, SJECCD Accounting, SJECCD Financial Manager, AKG Communications Manager, AKG Sr. Project Manager, Brailsford & Dunlavey Director, Brailsford & Dunlavey

AGENDA:

1. Call to Order
The meeting was called to order at 6:04 PM with a quorum by Mr. DeMar.
2. Approval of Agenda
Motioned by Mr. Cortez, seconded by Ms. Navarro. The Committee unanimously approved the agenda as presented.
3. Resolution Permitting Online Meetings (AB361)
Ms. Kennedy briefly explained the resolution (AB 361) that allows the Committee to continue to meet online.

Motioned by Ms. DeMar, seconded by Ms. Navarro. The Committee unanimously approved the resolution as presented.
4. Approval of Meeting Minutes from March 16, 2021
Motioned by Ms. DeMar, seconded by Mr. Cortez. The Committee unanimously approved the minutes as presented. Two members who were not members at the time of the meeting abstained.
5. Public Comment
There were no public comments.
6. Communications Received by Committee Members
Mr. Cortez said he was asked if there were still openings on Committee. Ms. Kennedy said yes, there were three and asked for recruitment efforts to continue as three of the current members would be terming out in the next year.

Mr. DeGray referenced the Bond website to show the location of the application to become a Committee member.

7. Staff Reports

Mr. DeGray noted that Chancellor Breland has been chosen to be Chancellor for North Orange County CCD, starting in January 2022. He has been with the District for 9 years. It has not been determined yet whether an Acting or Interim Chancellor will be used for transition moving forward.

8. Review of Committee Membership

Ms. Kennedy reviewed the Committee Term Chart with the Committee.

9. Election of Chair and Vice Chair

Ms. DeMar nominated Mr. Cortez for Chair. Mr. DeMar nominated Ms. Navarro for Vice Chair. Ms. DeMar motioned to nominate Mr. Cortez for Chair and Ms. Navarro for Vice Chair, seconded by Mr. DeMar. The Committee unanimously approved the motion.

10. Preparations of Annual Report

Mr. Chegini explained that one of the main duties of the Committee is to prepare an annual report. At this time a working group needed to be chosen, with usually the Chair and one or two other members. He reviewed the schedule for the process of developing the report. Mr. Cortez and Mr. Herrity volunteered.

11. Measures G-2010 and X Project Updates Presentation

Mr. DeGray reviewed the Project Updates presentation with the Committee, giving updates on project statuses and schedules. Mr. Herrity asked how maintenance costs factored in. Mr. DeGray replied that it is called total cost of ownership, so they are factored in at the beginning. The bond does not pay for maintenance. Mr. Herrity asked if it was possible to receive a report that shows how the District ties population and enrollment fluctuations with development/maintenance of the campus facilities. Mr. DeGray replied that while that was outside of the Committee's purview, there should be a public dashboard available in the spring that would address these items; it is in the works now. He also made a note to send Mr. Herrity the budget and forecasting reports that go to the Board of Trustees.

Ms. Kennedy added that the District is required to update their Educational and Facilities Master Plans on a regular basis. She pointed out that this data is quite comprehensive and addresses his question. Mr. DeMar asked about the entry road project. Mr. DeGray replied that it has not broken ground yet.

12. Financial Reports for Measures G-2010 and X

Ms. Kennedy provided a brief overview of the financial reports. She noted all schedule and cost statuses were green, which is ideal. Ms. Kennedy offered to meet with the new members at a later date for a more detailed review of the reports.

Mr. Cortez motioned to approve the Financial Reports, Ms. Navarro seconded. The Committee unanimously approved the Measures G-2010 and X Financial Reports as presented.

13. Bond List Revisions for Measures G-2010 & X

Ms. Kennedy explained the Bond List Revision purpose and process of approval to the Committee. She then reviewed the bond list revisions included in the packet.

14. Proposed Future Meeting Dates

The Committee reviewed the 2022 potential meeting dates. Ms. Kennedy emphasized the next meeting is the most critical for attendance due to the presentation of the audits and approval of the annual report.

15. Future Agenda Items

Ms. Kennedy reviewed the future agenda items with the Committee. Mr. DeGray noted that the Committee members will be invited to any ribbon-cuttings and opening celebrations. He also pointed out the District passed a vaccine mandate for being on campus.

Adjournment

Ms. Navarro motioned to adjourn; Ms. DeMar seconded.

The meeting was adjourned at 7:42 PM by Mr. DeMar.