

CITIZENS' BOND OVERSIGHT COMMITTEE

MEETING MINUTES

September 18, 2018: 6:00 – 7:30 PM

Evergreen Valley College, Library/Ed.Tech.Center (LE) Building, Mishra Room

<u>Present:</u>	Cory Demar Brigit Espinosa Shanta (Shay) Franco-Clausen Bethel Kim Matthew Mahood Linda Reiners Joel Ruiz Herrera Leo Cortez Rose Regalado	Community At-Large Community At-Large Business Community Student – Evergreen Valley College Business Community Business Community Community At-Large Support Organization Senior Citizens' Organization
<u>Absent:</u>	Simon Vidal III Johnny Lee	Community At-Large Taxpayers Association
<u>Staff:</u>	Vice Chancellor Douglas Smith Vice President Andrea Alexander Linda Wilczewski Mike Hohl Sue Dale Jessica Fassler Stevie Le Ann Kennedy Mike Chegini Enrique Villegas	Administrative Services, SJECCD Administrative Services, EVC Controller, SJECCD Interim Director, Facilities and Bond Program Management, SJECCD Bond Manager, SJCC AKG AKG AKG AKG Guest (EVC student)

AGENDA:

1. Call to Order
The meeting was called to order at 6:10 PM by Vice Chair Mahood.
2. Approval of Agenda
Brigit Espinosa / Joel Herrera
Unanimously approved
3. Approval of the Minutes from June 19, 2018
The committee reviewed the June 19, 2018 meeting minutes and asked for comments. There were no comments.
Brigit Espinosa / Rose Regalado
Unanimously approved
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

Mr. Demar had 3 inquiries/comments from the public. Firstly, the audio systems in some of the classrooms don't work. Secondly, the wi-fi is low in some areas. The third inquiry was about the Gullo stage area. Will it be closed off with tables or still be open for large productions? Vice President Alexander responded that the Gullo stage will become a sitting area with charging stations. Vice Chancellor Smith asked for specifics on the first two items so they could be addressed. Ms. Kennedy noted that the wi-fi was getting upgraded District-wide.

6. Staff Reports

Vice Chancellor spoke about the nationwide search for a Chancellor. Enrollment is up District-wide by 2.7%. EVC is up 3.6%, SJCC is up 1.7%. He spoke about the adopted budget report that he presented to the Board of Trustees. He described the difference between a basic aid district and a state funded district. SJECCD is a basic aid district.

7. Preparations for Annual Report

Mr. Chegini introduced the planning calendar for producing the Annual Report. Vice Chancellor Smith filled in more details as to the nature of the work. Mr. Chegini asked for volunteers to be on the working group. Ms. Franco-Clausen, Mr. Herrera and Ms. Regalado volunteered and agreed to communicate via email.

8. Project Updates

Mr. Hohl gave a brief overview of the Measure G-2010 and Measure X Bond Program project highlights, giving the current status of the projects for SJCC, EVC and the District.

Ms. Espinosa asked what has been done to improve the blue phones. Mr. Hohl answered that the new blue phones have provisions for cameras and a public address system, police will be able to use VoIP system to make announcements to VoIP phones as well as blue phones.

Mr. Demar asked how many classrooms were created with the Acacia alterations? Vice President Alexander stated that 5 classrooms and one computer lab were created.

Please refer to the meeting packet for further details.

It was requested that page numbers be added to the agenda as a cross reference to the location of the supporting documents in the materials packet.

9. Program Financial Reports

a. Financial Reports

i. Measure G-2010 Financial Reports:

Ms. Kennedy presented an overview of the Measure G-2010 Financial Report from inception through June 30, 2018 and gave an update regarding the cost and schedule status of the program.

ii. Measure X Financial Reports

Ms. Kennedy presented an overview of the Measure X Financial Report from inception through June 30, 2018 and gave an update regarding the cost and schedule status of the program.

Vice Chancellor Smith expounded on the 3 year spend down rule.

Mr. Chegini explained how the formatting will be updated in future reports.

Ms. Kennedy explained the updates to the Project Summary Report that combines both Measure G-2010 and Measure X. She also reiterated that if the Committee would like to see a version of the report with the bond programs separated, that can be provided.

It was requested that there be a page break between colleges on the Project Summary Report.

Ms. Espinosa made a request for a demonstration of a Budget Cost Report.

Ms. Reiners asked about retraining demographics. Vice Chancellor Smith responded that he would bring that information back. President Alexander explained that results from the census that informs the demographic reports won't be available until November.

Joel Herrera / Linda Reiners

Unanimously approved

b. Measure G-2010/Measure X Bond List Revision(s)

There were three Measures G-2010/X Bond List Revisions during the reporting period ending June 30, 2018. These Bond List Revisions were reported upon at the last meeting of the Committee and are included in the financial reports for this period.

- May 8, 2018 (Two)
- June 12, 2018

There were four Measures G-2010/X Bond List Revisions that occurred after the reporting period ending June 30, 2018 and prior to this meeting. These revisions took place at the following Board of Trustees' meetings and are reflected in the attached reports.

- July 10, 2018 (Two)
- August 28, 2018
- September 11, 2018

Please refer to the meeting packet for further details.

Mr. Herrera asked what overhead was. Ms. Kennedy explained that it is bond allowable expenses that can be distributed to projects and are made up of program management, allowable staff costs, legal, etc.

10. Committee Members' Attendance / Bylaws section 5.6

Ms. Franco-Clausen accepted a motion for the Vice Chancellor to recommend the removal of Simon Vidal III from the Committee to the Board of Trustees for lack of attendance.

Joel Ruiz Herrera / Bethel Kim
Unanimously approved

11. Proposed Future Meeting Dates

The proposed dates were reviewed. One person would not be available for the January 2019 meeting. The dates were accepted as presented.

12. Future Agenda Items

Budget Cost report at the March, 2019 meeting
Enrollment demographics at the March, 2019 meeting

13. Adjournment

The meeting adjourned at 7:20 PM.

The next scheduled meeting is Tuesday, January 15, 2019 at 6:00 PM – 7:30 PM. This meeting will be held at the District Office.