



CITIZENS' BOND OVERSIGHT COMMITTEE

MEETING MINUTES
September 20, 2022, 6:00 – 7:30 PM

<u>Present:</u>	Leo Cortez Liza Navarro Carlos Corona Bethel DeMar Cory DeMar	Chair, Support Organization Vice Chair, Business Community Student Representative, SJCC Community At-Large Community At-Large
<u>Absent:</u>	Joseph Herrity	Community At-Large
<u>Staff:</u>	Raúl Rodríguez Jorge Escobar Terrance DeGray Hong Yang Ann Kennedy Mike Chegini Jessica Fassler Stevie Le	Interim Chancellor, SJECCD Vice Chancellor, SJECCD Associate Vice Chancellor, Physical Plant Development and Operations, SJECCD Accounting, SJECCD Financial Manager, AKG Communications Manager, AKG Senior Project Accountant, AKG Project Accountant, AKG

AGENDA:

1. Call to Order
The meeting was called to order at 6:21 PM with a quorum by Mr. Cortez.
2. Approval of Agenda
Ms. Navarro motioned to approve the agenda; Ms. DeMar seconded. The Committee unanimously approved the agenda as presented.
3. Approval of Meeting Minutes from July 26, 2022
Ms. DeMar motioned to approve the minutes; Mr. DeMar seconded. The Committee unanimously approved the July 26, 2022 minutes as presented.
4. Public Comment
There were no public comments.
5. Communications Received via the Website
There were no communications received via the website.
6. Recognition of Service
Mr. DeGray presented Ms. DeMar with a certificate of recognition of service and thanked her on behalf of the District for her many years serving on the Committee. Ms. DeMar said a few words acknowledging her time.

7. Staff Reports

Mr. DeGray introduced Interim Chancellor Rodríguez and noted that the search for the permanent chancellor position had been postponed due to a vacancy on the Board of Trustees, but that the search would likely resume in the spring. Dr. Rodríguez introduced himself and his background at SJECCD. He mentioned how impressed he was by how much the campuses have been transformed through the bond programs. Mr. Cortez stated that he was happy to hear that the difference is so apparent.

8. Preparations for the FY2021- 2022 Annual Report

Mr. Chegini asked for volunteers to be in the annual report working group. Mr. Cortez and Ms. Navarro volunteered.

9. Program and Project Updates

Mr. DeGray started the project updates by reviewing the different types of delivery methods and pointed out examples of projects which utilized some of the delivery methods. He then reviewed the Project Updates presentation with the Committee, providing information on project statuses and schedules. Ms. Navarro asked if the completion date stated for the SJCC Maintenance & Operations Building project is still October 2022, and Mr. DeGray confirmed that it was. He also provided kudos to the financial team for their hard work.

10. Program Financial Reports

Ms. Kennedy provided an overview of the Fiscal Year 2021-2022 4th quarter Measure G-2010 and X financial reports. She pointed out the notation at the top of the reports regarding reconciliation pending final audits and noted that while expenditures were subject to the 4th quarter cutoff date, the District had elected to use a different cutoff date for the budget and interest allocation to appropriately represent the fiscal year end data. Ms. Kennedy noted the different types of funding sources on both the Measure G-2010 and Measure X Whole Program reports. On the Project Summary Report, Ms. Kennedy highlighted the projects with anomalous quarter spend, as well as those projects with particularly high spend, and stated that the high quarter expense data on the report correlated with the overview provided by Mr. DeGray in the Program and Project Updates presentation.

Ms. Navarro moved to accept the Financial Reports, Mr. Corona seconded. The Committee unanimously accepted the Measures G-2010 and X Financial Reports as presented.

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

Ms. Kennedy reviewed Bond List Revisions (BLRs) #34 and #35 with the Committee. She stated that BLR #33 had been presented at the prior meeting and was also included in the 4th quarter reports. Mr. Cortez asked about the East San Jose Expansion project and if it had been included in either of the BLRs, and Mr. DeGray affirmed that it was included on BLR #35. Ms. Kennedy noted that the project had been reviewed by Bond Counsel and that he had approved the use of Bond funds for the project prior to its inclusion on the BLR. Mr. Cortez asked if a site will be chosen by the January 2023 meeting, and Mr. DeGray stated that it was possible that public information regarding the site would be available at that time

12. Review of Committee Membership

Ms. Kennedy pointed out that two members will be terming out after the January 2023 meeting, Mr. Demar and Mr. Cortez, and requested for the members to recruit new applicants.

13. Proposed Future Meeting Dates

The next meeting is tentatively scheduled for January 24, 2023, and will be at the District Office. Ms. Kennedy noted that this would be the most important meeting of the year and quorum would be necessary for the Committee's completion of its Annual Report.

14. Future Agenda Items

Ms. Kennedy stated that ideally the Bond Counsel training would occur at the March meeting once more new members have been recruited.

15. Adjournment

A motion to adjourn the meeting was made by Ms. DeMar and seconded by Ms. Navarro. The meeting was adjourned at 7:28 PM