

Yosemite Community College District

**Measure E Citizens' Bond Oversight Committee Meeting Minutes**

YCCD Board Room  
January 3, 2013, 6:00 p.m.

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**Members Present:** Lee DeLano, Matthew Rollicheck, Verle Bartels, Billie Taylor, Frank "Del" Hodges, Paul Neumann, Mike Sharif, Jeff Phillips

**Members Absent:** Lyndi Love-Haning

**Others Present:** Gary Whitfield, Mark Newton, Matt Kennedy, Michael Guerra, Tim Nesmith, Nick Stavrianoudakis, Teresa Scott, Jill Stearns, Graciela Molina (recorder)

**1. Call to Order**

Citizens' Bond Oversight Committee (CBOC) Meeting was called to order by Chair Matthew Rollicheck at 6:00 p.m. in the YCCD Board Room.

**2. Comments from the Public**

No comments from the public.

**3. Approval of Minutes of October 3, 2012 Meeting**

A motion to approve the meeting Minutes of October 3, 2012, was made by Mike Sharif and seconded by Paul Neumann. The motion carried with a vote of 8-0, all in favor.

**4. General Obligation Measure E Audit Report**

Teresa Scott provided an overview of the reports: Report to the Board of Trustees, the Financial Statements with Independent Auditors' Reports, and the Performance Audit Report (2<sup>nd</sup> new requirement for Prop 39 - tests in greater detail to confirm whether the funds expended are appropriate), which were previously provided to CBOC members. **Report to the Board of Trustees:** The report covers the scope of the audit and any difficulties that came from the audit. Overall, the audit was good. There were no findings, and auditors provided us the highest unqualified opinion which is the best. It was noted that auditors looked at both state and federal compliance. **Financial Statements with Independent Auditors' Reports:** Teresa Scott reviewed the independent auditors report and financial statements. Inquiries arose regarding the 2005 Series B taxable bonds and discussion ensued. YCCD relies on the experts to structure bonds. When it is attractive to do so, we will look at refinancing. **Performance Audit:** This audit restates the role of the District and the auditors. Again, there were no findings and interactions or encounters found throughout this process.

Following a comment regarding project savings due to lowered construction costs, Teresa Scott reported that each college has their way of reallocating and moving funds into contingency accounts. In response to another inquiry, she noted that the District pays for all audits: Board of Trustees, Citizens' Bond Oversight Committee and college foundations.

## 5. Bond Update

Kitchell representative Mr. Mark Newton provided presentations highlighting the following Bond Projects: Columbia College Redbud, Sequoia and Manzanita Buildings; the Data Centers, MJC West Campus Projects, and the MJC Library Project.

**CC Redbud, Sequoia and Manzanita Building:** As Columbia College went through the Master Planning process the Sequoia and Manzanita Buildings were identified as priority projects. REDBUD remodeled for MJC Nursing to accommodate a nursing program and is due to be complete in the summer of 2013. SEQUOIA will be swing space for the Manzanita renovation and its new use will be for the Math program. The timeline was broken down to serve multi use before final use. MANZANITA remodel to consolidate the student services functions as a one stop shop for students. Discussion ensued regarding the Columbia College Campus Facilities Master Plan, prioritization, and time frame; it was noted that the process was comprehensive and included the entire college community and represents the best use of funds. **Data Centers:** MJC Primary Data Center is a utilitarian building about 45,000 square feet used, some storage, servers, etc. Project started August 2012, expected completion in summer of 2013, and migration is anticipated for December 2013.

**MJC Library:** Mark Newton reported this project is technically two different buildings, the original library and an addition built sometime between 1950 and 1960. The plan is to migrate the building into a true integrated learning center that will provide additional resources other than books like computer support, creating quiet and noisy areas that allow for dialogue among students.

Discussion ensued about the Library and the Science building. A report regarding the stop light was provided. YCCD conducted an independent traffic study, presented it to the City of Modesto and they have changed their position. The City is now in support of the signal at the entrance of the MJC West Campus. The YCCD will fund the stop light as a project and will design a signalization to that entrance to help protect the students' safe crossing at Blue Gum. The District has retained control over project to obtain maximized control. With the City's cooperation the District hopes to be in construction during the summer when the campus is at its lowest use.

Kitchell representative Mr. Mark Newton provided the Board with an update on the progress of the Measure E Bond projects. **Modesto Junior College:** *West Campus Parking Lot:* construction will be complete this month. *High Tech (North Hall):* The project has been approved by DSA. Project is preparing to bid. Start of construction is contingent on move from the existing Science East. *Allied Health Phase Two:* Redbud building is to begin bidding. *Infrastructure Phase Three:* Work to continue through the spring semester. *Career Transfer Center:* Submitted to DSA. **Columbia College:** *Manzanita Building Remodel:* The project

is currently in design. *Sequoia Building*: The project is in design. **Central Services**: *Primary Data Center* is in construction. *Secondary Data Center* is in DSA review. *Shipping and Receiving* is in construction. The new *Central Services Building* will begin design next month.

#### **6. YCCD Measure E Budgets and Schedule**

Mark Newton provided an overview of the Budgets and Schedules report. A revised document was provided at the beginning of the meeting which includes two columns (Projected Cost to Complete and Projected Balance). Columbia College project budgets have been revised according to YCCD Board of Trustee approval of the Facility Master Plan; the High Tech Center is now being referred to as the North Hall. It was reported that Central Services waited on the Central Services Building until colleges were fully funded.

#### **7. Bond Quarterly Expenditure/Revenue Report**

Mark Newton provided the Measure E Quarterly Expense Report. As of October 31, 2012, MJC has total expenditures of about \$159.4 million, encumbered \$15.2 million, and ends with an unencumbered balance of \$45.3 million. Columbia College has total expenditures of \$34.3 million, encumbered just over \$1 million, and an unencumbered balance of \$17 million. Central Services has total expenditures of just over \$39.5 million, encumbered \$8.4 million, and an unencumbered balance of \$25.6 million. Program-wide total expenditures of just under \$233.4 million, encumbrances totaling \$26.1 million, and an ending balance of approximately \$86.6 million.

Discussion ensued with respect to the Patterson Educational Center. It was reported that a Board of Trustee study session is being planned to discuss the next steps regarding educational centers.

#### **8. Committee Membership Update**

Nick Stavrianoudakis provided an overview of the current membership and where members stand regarding their service on the board. Two CBOC members term out of office on March 11, 2013. Teresa Scott distributed certificates of appreciation to Billie Taylor and Verle Bartels in honor of their service. Five members are eligible for a second term of two years and will notify the Chancellor's Office of their interest in continuing their service. Based on CBOC member responses the District will recruit to fill any existing vacancies.

#### **9. Nomination and Election of CBOC Chair**

Chair Matthew Rollicheck opened nominations for the position of CBOC chair. The member nominated was Matthew Rollicheck. Following a brief discussion a motion was made by Jeff Phillips to nominate Matthew Rollicheck as CBOC chair and seconded by Mike Sharif. The motion carried with a vote of 8-0. Nominations were then opened for the position of CBOC vice chair. Jeff Phillips was nominated. Following a brief discussion, a motion was made by Mike Sharif to

nominate Jeff Phillips as CBOC vice chair and seconded by Matthew Rollicheck. The motion carried with a vote of 8-0.

#### **10. Comments from Committee Members**

Billie Taylor stated she really enjoyed serving on the CBOC; watching projects come online has been exciting and Modesto should be very proud. Mike Sharif thanks the District for appointing him to serve and stated he will transfer to Sacramento State University. He is encouraging MJC student senate to seek a replacement to apply for the MJC student representative position on the CBOC. Frank Del Hodges distributed information to fellow CBOC members regarding the California League of Bond Oversight Committees (CaLBOC). Matt Rollicheck thanked the members ending their service on the CBOC.

#### **11. Adjournment**

A motion to adjourn the meeting by Matthew Rollicheck and seconded by Jeff Phillips. The motion carried with a vote of 8-0. The Citizens' Bond Oversight Committee meeting was adjourned at 7:30 p.m.

**The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, April 3, 2013, at 6:00 p.m., in the Yosemite Community College District Board Room. A tour may precede the general meeting.**