

Yosemite Community College District

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

YCCD Board Room  
December 15, 2016, 2 p.m.

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**Members Present:** Larry McElhaney, Paul Neumann, Matthew Rolichcheck, Tom Solomon, Dorothy Winke

**Members Absent:** Sherry Fowler, Christa Gentry, Joseph Aja

**Others Present:** Albert At, Coni Chavez, Matt Kennedy, Sarah Schrader, Dan Duffy, Jeremy Snow, Marie Otaya, Darin Gharat, Graciela Molina (recorder)

**1. Call to Order**

Citizens' Bond Oversight Committee (CBOC) Meeting was called to order by Chair Larry McElhaney at 2:10 p.m. in the YCCD Board Room.

**2. Comments from the Public**

No comments from the public

**3. Committee Membership Update**

District Director of Public Affairs Coni Chavez reported that both the Senior Citizen Organization member and the Student Representative - MJC remains unfilled on the committee. A press release was sent out in an effort to fill these vacancies. Applications for the Senior Citizen Organization have been received and are being vetted.

**4. Approval of Minutes of October 5, 2016 Meeting**

A motion to approve the meeting Minutes of October 5, 2016, was made by Tom Solomon and seconded by Dorothy Winke. The motion carried with a vote of 5-0, all in favor.

Ayes: 5 Larry McElhaney, Paul Neumann, Matthew Rolichcheck, Tom Solomon, Dorothy Winke

Nays: 0 none

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

YCCD Controller Sarah Schrader introduced Mr. Jeremy Snow from Crowe Horwath, LLP who provided CBOC members an overview of the Bond Measure E Audit Reports (Performance Audit and Financial Statements). He reviewed the **Performance Audit Report** which included the history, objective and scope for the Bond Measure E. In addition, he went over the Financial Statements including the Independent Auditors opinion where they found no issues, errors or exceptions, the balance sheet, revenue and expenditure activity. He reviewed the accounting practices that were used in conducting the audit and the overview of their thoughts of internal controls of the organization.

In response to an inquiry from CBOC Member Tom Solomon regarding bond repayment, it was reported that the various issuance have different maturing dates, depending on various issuances. It was pointed out that the issuance in 2004, was a refinancing.

**6. CBOC Annual Report**

District Director of Public Affairs Coni Chavez presented the final draft annual report. CBOC members previously received the report as part of their packet. Ms. Chavez thanked the annual report committee, and both YCCD and Kitchell staff for their input and feedback. A group member photo will be taken at the close of the meeting to update the report with a photo of current membership.

A motion to approve the CBOC Annual Report, as revised, was made by Paul Neumann and seconded by Matthew Rolichcheck. The motion carried with a vote of 5-0, all in favor.

Ayes: 5 Larry McElhaney, Paul Neumann, Matthew Rolichcheck, Tom Solomon, Dorothy Winke

Nayes: 0 none

## 7. Bond Update

Kitchell representative Matt Kennedy provided the CBOC members with an overview of the energy efficiency of the District Office. An update on the progress of the Measure E Bond projects (Columbia College Renovation to Lower Manzanita Pinyon Building & MJC Roads Project) previously presented to the YCCD Board of Trustees was provided.

**RENOVATION TO LOWER MANZANITA:** The project will renovate the Culinary Arts and Auxiliary Services area and will include two cooking classrooms, a locker room, and two restrooms. The café and snack areas will see improvements that include two folding partitions for expanded use of space. Total Project Budget is set at \$3,320,000 with completion set for Fall 2017. Photos of the space were included in the presentation.

**PINYON BUILDING:** This project renovates the interior space and technology infrastructure for the CC Student Health Services program. Completion date is scheduled for Spring of 2017, total project budget is \$329,327. Photos of the new building were presented.

**ROADS PROJECT:** Roadways Phase IIA Project includes the addition of the second phase of the West Campus campus-wide circulation roadways upgrade and storm drain system work, site lighting and landscape installations. Total Project Budget is \$1,572,000, with project completion expected December 2016.

It was reported that the roads project experienced delays due to weather/rains; completion scheduled for Spring term. In February, the project to create the new road out to Brink Avenue will begin and concluding in April. In May, the district office buildings will be demolished; a parking lot will be constructed allowing for an additional 600 vehicles. The parking lot is expected to be open for the Fall semester.

In addition, Matt Kennedy referenced the bond update provided in the agenda packet.

**Modesto Junior College Projects:** The West Campus Roads projects are under construction. The Science Outdoor Education project is in the Design Phase. **Columbia College Projects:** The Culinary Arts Teaching Kitchen, Food Service, and the plans Pinyon Building modernization are under construction. **Central Services:** The Central Services Building Ribbon Cutting Ceremony is scheduled for September 27. District staff move begins October 17.

## 8. YCCD Measure E Budgets and Schedule

Matt Kennedy provided a presentation on the YCCD Budget and Schedule for CBOC members.

## 9. Bond Quarterly Expenditure/Revenue Report

CBOC members received the Quarterly Expenditure Report as part of their packet. As of September 30, 2016, MJC has total expenditures of \$204.4 million, encumbered \$3.8 million, and ends with an unencumbered balance of \$12 million. Columbia College has total expenditures of \$49.1 million, encumbered about \$2.4 million, and an unencumbered balance of \$948 thousand. Central Services has total expenditures just under \$69.7 million, encumbered about \$4.5 million, and an unencumbered balance of \$4.3 million. Overall, program-wide total expenditures are just over \$323.2 million, encumbrances total \$11 million, and an end with a balance of over \$17 million.

**10. Nomination and Election of CBOC Chair**

A motion to nominate Larry McElhaney to serve as CBOC Chair was made by Paul Neumann and seconded by Dorothy Winke. The motion carried with a vote of 5-0, all in favor.

Ayes: 5 Larry McElhaney, Paul Neumann, Matthew Rollicheck, Tom Solomon,  
Dorothy Winke  
Nayes: 0 none

**11. Nomination and Election of CBOC Vice Chair**

A motion to nominate Tom Solomon to serve as CBOC Vice Chair was made by Paul Neumann and seconded by Matthew Rollicheck. The motion carried with a vote of 5-0, all in favor.

Ayes: 5 Larry McElhaney, Paul Neumann, Matthew Rollicheck, Tom Solomon,  
Dorothy Winke  
Nayes: 0 none

**12. Comments from Committee Members**

CBOC Members Tom Solomon and Paul Neumann acknowledged Larry McElhaney for his continued service as CBOC Chair.

**13. Adjournment**

A motion to adjourn the Citizens' Bond Oversight Committee meeting was made by Paul Neumann and seconded by Dorothy Winke. The motion carried with a vote of 5-0, all in favor.

Ayes: 5 Larry McElhaney, Paul Neumann, Matthew Rollicheck, Tom Solomon,  
Dorothy Winke  
Nayes: 0 none

**The meeting adjourned at 2:54 p.m.**

**The next regular meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, March 1, 2017. Open session will begin at 2 p.m., in the new YCCD Board Room, Yosemite Community College District, 2201 Blue Gum Avenue, Modesto, California. A tour of bond projects for CBOC members may precede the general meeting.**