

Measure E Citizens' Bond Oversight Committee UNAPPROVED Meeting Minutes

YCCD Board Room
December 14, 2017, 2 p.m.

Members Present: Joseph Aja, Dorothy Winke, Thomas Solomon, Sherry Fowler, Paul Neumann, Frederick Fowler

Members Absent: Crista Gentry

Others Present: Coni Chavez, Sarah Schrader, Marie Otaia, Al Alt, Judy Lanchester, Trevor Stewart, Darin Gharat, Graciela Molina (recorder)

1. Call to Order

Citizens' Bond Oversight Committee (CBOC) Meeting was called to order by Vice Chair Thomas Solomon at 2 p.m. in YCCD Board Room.

2. Comments from the Public

No comments from the public.

3. Approval of Minutes of September 6, 2017 Meeting

A motion to approve the meeting Minutes of September 6, 2017, was made by Paul Neumann and seconded by Joseph Aja. The motion carried with a vote 6-0, all in favor.

Ayes: 6 Joseph Aja, Dorothy Winke, Thomas Solomon, Sherry Fowler, Paul Neumann, Frederick Fowler

Nays: 0 none

4. Committee Membership Update

District Director of Public Affairs Coni Chavez reported Chair Larry McElhaney completed his second term in November and is not seeking a third term. Staff expressed thanks for his service on the committee. Currently three vacancies exist in the areas of Senior Citizen Organization member, At-Large Community member, and the Student Representative – MJC. Efforts will continue to fill these vacancies; a press release is forthcoming.

a. Introduction of New Member pending Board Approval – Frederick Fowler (At-Large)

The newest member to the CBOC Mr. Frederick Fowler was introduced; he shared a little about himself. Having previously visited Columbia College, Mr. Fowler was impressed with the college's landscape, construction and technology.

5. CBOC Annual Report

District Director of Public Affairs Coni Chavez reviewed the draft annual report CBOC members received as part of their agenda packet. The document is a compilation of work from Controller Sarah Schrader in Fiscal Services, Kitchell staff and Chair McElhaney. She thanked everyone for their work on the report. It was noted that Page 19, pertaining to the Citizens' Bond Oversight Committee, will be updated to include the photo of the newly appointed member, Mr. Fowler, and a new group photo of the committee.

CBOC members expressed interest in accessing and providing access to the 2016-2017 CBOC annual report. Staff announced the report would be posted online at <https://www.yosemite.edu/bond/committee/>. CBOC Member Neumann urged the District to notify community of all Measure E Bond project accomplishments upon the conclusion of bond.

A motion to approve the CBOC annual report, as amended, was made by Dorothy Winke and seconded by Paul Neumann. The motion carried with a vote 6-0, all in favor.

Ayes: 6 Joseph Aja, Dorothy Winke, Thomas Solomon, Sherry Fowler, Paul Neumann, Frederick Fowler

Nays: 0 none

6. Measure E Audit Report

YCCD Controller Sarah Schrader introduced Mr. Joseph Trone from Crowe Horwath who provided CBOC members an overview of the Bond Measure E Audit Reports both the Financial Statements and Performance Audit. **Financial Statements** included the independent auditor's report, an unmodified opinion was rendered which is a clean opinion. He reviewed the balance sheet, statement of revenues, expenditures, and change in fund balance, as well as notes to financial statements. The **Performance Audit** included a review of the auditor's report, scope and methodology. Mr. Trone mentioned that a sample of expenditures taken were all in accordance to the ballot measure. Overall it was a positive audit.

7. Bond Update

Kitchell representative Ms. Marie Otaia provided the CBOC members with an update on the progress of the Measure E Bond projects at Modesto Junior College (West Campus Parking, East and West Campus Painting, Science Outdoor Education, and Roads 5 and 6 - Phase 2B time lapse video).

WEST CAMPUS PARKING AREA 1: The MJC West Campus Parking is currently in Phase 3, completion target is scheduled for April 2018. The current lot holds 255 parking stalls; the new lot will total 630 stalls yielding a net gain of 375 stalls. **EAST AND WEST CAMPUS PAINTING PROJECTS:** The painting projects were split into phases on both East and West Campuses. Phase 3-West Campus bid came in under budget and currently is in the award phase; the project is set to start in the next few weeks. A list of completed painting projects on both MJC West and East Campuses was reported and photos of the work were shared. **SCIENCE OUTDOOR EDUCATION:** Construction documents for the Science Outdoor Education center are to be submitted to DSA early 2018. The construction phase is scheduled for the summer of 2018. The site plan was shared with CBOC members. **ROADS 5 AND 6 PHASE 2B TIME LAPSE VIDEO:** A time lapse video of the MJC West Campus roundabout connection to Brink Avenue created by George Reed was shared with the membership.

In addition, Marie Otaia 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. *Painting East and West Campus Phase II* is in the Construction Phase. *Painting East and West Campus Phase III* is in the Bid Phase. **Columbia College Projects:** The *Lower Manzanita Building* modernization project is under construction. *Pinyon Building Renovation* project is complete and occupied. **Central Services:** The former District office Buildings abatement is complete and in the Closeout Phase.

CBOC Member Winke remarked that the roundabout has made driving easier on the west campus. Member Aja inquired about the Juniper Project. It was reported the project mainly consists of cosmetic updates. Lastly, when campus parking was mentioned, CBOC Member Neumann provided a historical point of reference having previously served on the

YCCD Board as a Trustee. The same parking concerns described at that time continue to be cited today.

8. YCCD Measure E Budgets and Schedule

YCCD Measure E Budgets and Schedule information was previously provided to CBOC Members as part of their agenda packet.

9. Bond Quarterly Expenditure/Revenue Report

Marie Otaya reported that the Measure E Bond is coming to the tail end of projects. CBOC members received the Quarterly Expenditure Reports for Fiscal Year 2016-2017 and Fiscal Year 2017-2018, as part of their packet.

As of June 30, 2017, for Fiscal Year 2016-2017, MJC has total expenditures of just over \$208.7 million, encumbered \$1.3 million, and ends with an unencumbered balance of just over \$10 million. Columbia College has total expenditures of \$51.6 million, encumbered about \$289 thousand, and an unencumbered balance just over \$605 thousand. Central Services has total expenditures of \$75.4 million, encumbered just under \$470 thousand, and an unencumbered balance of \$2.6 million. Overall, program-wide total expenditures are just over \$335.7 million, encumbrances total \$2.2 million, and end with a balance just under \$13.2 million.

As of October 31, 2017, for Fiscal Year 2017-2018, MJC has total expenditures of just over \$209.5 million, encumbered about \$1 million, and ends with an unencumbered balance of just over \$9.5 million. Columbia College has total expenditures of \$51.8 million, encumbered about \$271 thousand, and an unencumbered balance just over \$356 thousand. Central Services has total expenditures of \$75.7 million, encumbered just under \$244 thousand, and an unencumbered balance of \$2.7 million. Overall, program-wide total expenditures are just over \$337.1 million, encumbrances total \$1.6 million, and end with a balance just over \$12.5 million.

10. Nomination and Election of CBOC Chair

Agenda Items *10. Nomination and Election of CBOC Chair* and *11. Nomination and Election of CBOC Vice Chair* were addressed as one discussion item. Nominations were sought for both CBOC positions. Tom Solomon was nominated for CBOC Chair and Frederick Fowler was nominated for CBOC Vice Chair. A motion was made followed by a vote.

A motion to nominate Tom Solomon to serve as CBOC Chair was made by Joseph Aja and seconded by Paul Neumann. The motion carried with a vote of 4-0, two abstentions.

Ayes: 4 Joseph Aja, Dorothy Winke, Sherry Fowler, Paul Neumann
Nayes: 0 none
Abstain: 2 Tom Solomon, Frederick Fowler

11. Nomination and Election of CBOC Vice Chair

A motion to nominate Frederick Fowler to serve as CBOC Vice Chair was made by Joseph Aja and seconded by Paul Neumann. The motion carried with a vote of 4-0, two abstentions.

Ayes: 4 Joseph Aja, Dorothy Winke, Sherry Fowler, Paul Neumann
Nayes: 0 none
Abstain: 2 Tom Solomon, Frederick Fowler

12. Comments from Committee Members

Controller Schrader informed CBOC members that Executive Vice Chancellor Teresa Scott is retiring after 33 years of service. Both CBOC members Tom Solomon and Paul Neumann shared kind words and wished her the best in retirement.

13. Adjournment

A motion to adjourn the Citizens' Bond Oversight Committee meeting was made by Tom Solomon and seconded by Paul Neumann. The motion carried with a vote all in favor.

Ayes: 6 Joseph Aja, Dorothy Winke, Thomas Solomon, Sherry Fowler, Paul Neumann, Frederick Fowler

Nays: 0 none

The meeting adjourned at 2:32 p.m.

The next regular meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, March 7, 2018. Open session will begin at 2 p.m., in the YCCD Board Room, Yosemite Community College District, 2201 Blue Gum Avenue, Modesto, California.