

CITIZENS' BOND OVERSIGHT COMMITTEE MEASURE B AND MEASURE CC BOND		
MINUTES FOR: March 12, 2019	3:30 - 5:00 PM	North Annex - Room 1
Members Present:	Vern Kozlen (Chair and College Support); ; Vicki Shepard (Tax Payers' Association); Margie Eklund (Senior Citizen Group Representative); Andrew Harker, Ed.D (Vice Chair, and Member-At-Large, West Valley); Steven Bayard (Member-At-Large, East Valley).	
Members not Present:	David Dominguez (Student Representative); Vacant (Business Representative).	
District Official(s) Present:	John Ramont (Interim Vice President, Administrative Services); John White (Executive Director, Bond Program & Facilities Planning).	
District Official(s) not Present:	Dr. Joel Kinnamon (President); Dr. Fred Jandt (Trustee).	
Guest(s):	Scott Adkins (Interim Director, Educational Centers); Jessica Enders (Director, Education Centers); Jonathan Ramont (Student Representative)	
Bond Management Representative(s) Present:	Mac McGinnis (Program Manager, MAAS Companies).	
Bond Management Representative(s) Not Present:	None	
Recorder:	Courtney Kerrigan (MAAS Companies, Bond Management Office).	

AGENDA

1. Call to Order/Roll Call			
	The meeting was called to order at 3:32 p.m. The Committee had a quorum.		
1.2 Comments from the Public			
CONCLUSION	1. No comments from the public.		
2. Action Items(s)			
2.1 Approval of Agenda			
DISCUSSION	A motion was made by Chair, V. Kozlen to approve the March 12, 2019 Meeting Agenda. M. Eklund seconded. S. Bayard abstained. Motion was passed.		
CONCLUSION	1. March 12, 2019 Meeting Agenda was approved as presented.		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
1. Finalize and publish the March 12, 2019 Meeting Agenda to the Bond website.		C. Kerrigan	03/13/19
2.2 Approval of Meeting Minutes			
DISCUSSION	A motion was made by Chair, V. Kozlen to approve the December 12, 2018 Meeting Minutes. V. Shepard seconded. S. Bayard abstained. All in favor. No opposed. Motion was passed.		
CONCLUSION	1. December 12, 2018 Meeting Agenda was approved as presented.		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2. Finalize and publish the December 12, 2018 Meeting Minutes to the Bond website.		C. Kerrigan	03/13/19

3.0 Presentation(s)		
3.1 2017-2018: Financial & Performance Audit		
DISCUSSION	<p>Brandon Harrison of Vavrinek, Trine, Day & Co, presented his findings for fiscal year end June 30, 2018 Audit Report. His firm audited the statements of the Desert Community College District's (DCCD) Measure B and Measure CC General Obligation Bond Funds.</p> <ul style="list-style-type: none"> • The Financial & Performance Audits were without issues or negative findings. • The Measure B General Obligation Bond was accounted for on a separate set of self-balancing accounts that are comprised of the Districts' assets, liabilities, fund balance, revenues and expenditures. • The financial statements referred, were presented fairly in all material respects, and respective changes in their financial position for the year, were in accordance with accounting principles. • As of June 30, 2018, approximately \$41M is left in the Measure B Fund balance, which is reserved for planned capital projects. 	
CONCLUSION	<ol style="list-style-type: none"> 1. The Board of Trustees approved the 2017-2018 Financial & Performance Audit at the June 14, 2018 Board Meeting. 2. Performance and Audit reports resulted with no findings or issues. 	
FOLLOW UP ITEMS		PERSON RESPONSIBLE
None		
3.2 Bond Project Update & Bond Project Financial Report		
DISCUSSION	<p>M. McGinnis, by PowerPoint, reviewed the District's projects and Bond financial updates located in the Measure B and Measure CC Bond Citizens' Oversight Committee Report, dated March 12, 2019.</p> <p>A second report followed, titled Campus Project Allocation Budget Report which lists the District's completed campus projects and their outcomes, as it relates to original project budgets, actual expense, project balances, and completion date.</p>	
CONCLUSION	<ol style="list-style-type: none"> 1. Committee Members were briefed on current and completed projects and financials under the Measure B and Measure CC Bond Programs. 2. Committee Members were provided budgetary statuses of closed campus projects. 	
FOLLOW UP ITEMS		PERSON RESPONSIBLE
None		
3.3 Indio Campus Expansion Update Presentation		

DISCUSSION	<p>J. White, by PowerPoint provided an update concerning the Indio Campus Expansion project. The following information was provided:</p> <ol style="list-style-type: none"> 1. Phase: In Schematic Design – 60% complete 2. Buildout Plans: Two, three-story buildings 3. New Building: <ol style="list-style-type: none"> a. Construction begins Spring 2021 b. Occupancy occurs Winter 2022 4. Renovation of Existing Campus Building: <ol style="list-style-type: none"> a. Renovation begins Fall of 2022 b. Occupancy occurs Spring 2023 5. Size: 45,600 assignable feet (64,000 gross square feet) 6. Budget: \$56,343,000 funded by Measure B & CC 7. Program: Classrooms, Lecture Halls, Teaching Laboratories, Student Services, Food Service and Building/Support Space. 8. Architecture Style: Midcentury modern with exterior materials to include metal panels, cement plaster and glass. Architect renderings were also shown to visualize what the buildings and campus will look like upon completion. 		
CONCLUSION	<ol style="list-style-type: none"> 1. Indio Campus Expansion project is still in the planning stages. 2. Campus will have two, three-story buildings with overhang space between buildings, to create an urban plaza. 3. Measure B & Measure CC bond funds will be used to complete the project. 4. New building will be occupied by 2022 and renovation of the existing campus building, will be occupied by 2023. 		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
None			
4.0 Future Agenda Items			
DISCUSSION	<p>V. Kozlen inquired if the Committee had suggested future agenda items for the June 11, 2019 meeting. No suggestions were made.</p>		
CONCLUSION	<ol style="list-style-type: none"> 1. Future agenda items were not identified. 		
5.0 Questions for District			
DISCUSSION	<p>V. Kozlen posed two questions to J. Ramont, concerning Bond proceeds and expenditures.</p>		
CONCLUSION	<ol style="list-style-type: none"> 1. “Are you aware of any Bond proceeds that were expended for purposes other than those set forth in Measure B or Measure CC?” J. Ramont responded, “No”. 2. “Are you aware of any Bond proceeds that were expended for any teacher or administrative salaries of the College or for the operating expense?” J. Ramont responded, “No”. 		
FOLLOW UP ITEMS		PERSON RESPONSIBLE	DEADLINE
None			
6.0 Adjournment: 4:09 PM			

NEXT MEETING:

June 11, 2019 at 3:30 PM – 5:00 PM
NORTH ANNEX – Conference Room