

CITIZENS' BOND OVERSIGHT COMMITTEE MEASURE B AND MEASURE CC BOND		
MINUTES FOR: June 11, 2019	3:30 - 5:00 PM	North Annex - Room 1
Member(s) 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); Becky Broughton (Business Representative)	
Member(s) not Present:	Steven Bayard (Member-At-Large, East Valley); David Dominguez (Student Representative)	
District Official(s) Present:	Dr. Joel Kinnamon (President); Dr. Fred Jandt (Trustee); John Ramont (Vice President, Administrative Services); John White (Executive Director, Bond Program & Facilities Planning).	
District Official(s) not Present:	None	
Guest(s):	Dr. Scott Adkins (Director, Education Centers, West Valley); Jessica Enders (Director, Education Centers, East Valley)	
Bond Management Representative(s) Present:	Mac McGinnis (Program Manager, MAAS Companies).	
Bond Management Representative(s) Not Present:	None	
Recorder:	David DeSpain (MAAS Companies, Bond Management Office).	
1.0 Call to Order/Roll Call		
Chair V. Kozlen announced that Vice Chair, A. Harker would facilitate the meeting. The meeting was called to order at 3:34 p.m. The Committee had a quorum.		
1.1 Comments from the Public		
CONCLUSION	No comments from the public.	
2.0 Action Items(s)		
2.1 Approval of Agenda		
DISCUSSION	A motion was made by Vice Chair, A. Harker to approve the June 11, 2019 Meeting Agenda. Chair, V. Kozlen seconded. No opposed. Motion was passed.	
CONCLUSION	June 11, 2019 Meeting Agenda was approved as presented.	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

2.2 Approval of Meeting Minutes		
DISCUSSION	A motion was made by Vice Chair, A. Harker to approve the March 12, 2019 Meeting Minutes. Chair, V. Kozlen seconded. B. Broughton abstained. All in favor. No opposed. Motion was passed.	
CONCLUSION	March 12, 2019 Meeting Minutes were approved as presented.	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Finalize and publish the March 12, 2019 Meeting Minutes to the Bond website.	D. DeSpain	06/12/19
3.0 Appointments		
3.1 Welcome to New Committee Member		
DISCUSSION	J. Ramont introduced B. Broughton as the new Business Representative appointee for the Citizens' Oversight Committee. Introductions were completed around the table to familiarize her with the members and District representatives.	
CONCLUSION	1. B. Broughton introduced herself and expressed her appreciation and excitement with the appointment.	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
3.2 Reappointment Appointment Process		
DISCUSSION	<p>Notification was given by J. Ramont concerning reappointment of office terms. One (1) of the seven (7) Committee Members will become eligible to renew another two (2) year term in September 2019.</p> <ul style="list-style-type: none"> Member-At-Large East Valley – Steve Bayard <p>A motion was made by Vice Chair, A. Harker to approve the reappointment of S. Bayard for another two (2) year term. B. Broughton seconded. All in favor. No opposed.</p>	
CONCLUSION	1. S. Bayard was confirmed for another two (2) year term on the committee to commence on September 1, 2019.	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
4.0 Reports		

4.1 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 June 11, 2019.</p> <p>Committee members expressed an interest in receiving the link to the website camera at the Palm Springs campus. M. McGinnis informed the committee that the Bond office would email the link to each member.</p> <p>Vice Chair, A. Harker inquired if all the hazardous materials were removed from the buildings at the construction site of the Palm Springs campus. M. McGinnis confirmed that all of the materials were removed and certified clean before the commencement of construction.</p> <p>Vice Chair, A. Harker inquired if there has been any thought of communicating to people in the community on the status or a plan for the Palm Springs campus so that people might feel engaged. J. White stated that Dr. J. Kinnamon asked several of the staff to put together a communications plan and strategy. The draft of the plan is complete and several actions are underway. These include contact with businesses that are adjacent to the project; adding information to the College of the Desert website; putting up signage; and providing a phone number for the community to contact. Additionally, J. White stated that there will be various community status briefings. Office space has been acquired near Palm Spring City Hall to accommodate future planning meetings that will be open to the public.</p> <p>V. Shepard inquired about when construction start dates would be available for the Palm Springs campus. M. McGinnis indicated that the dates would be available very soon and that at present the Facilities Master Plan is being completed for the area. Once complete, a design professional will be hired and dates can be established. V. Shepard further inquired if the Facilities Master Plan would include enrollment numbers. J. White explained that over the past eighteen months the college has worked with outside consultants, campus community, faculty, students and staff to collect information that includes probable enrollment numbers.</p> <p>The Southeast Annex is now complete and both Human Resources and Fiscal Services are moving into their respective spaces this week. J. Ramont invited all of the committee members to visit and expressed that the work completed is very well done. He also stated that only Redevelopment funds were used as opposed to Bond funds for the project.</p>

DISCUSSION (continued)	Vice Chair, A. Harker inquired if the total budget of \$37,550,000 for the Central Campus Redevelopment project includes the Fountain of Knowledge construction listed in the Fast Facts portion of the report. M. McGinnis clarified that this is no longer the case and that the fountain language will be struck from the report.	
CONCLUSION	1. Committee Members were briefed on current and completed projects and financials under the Measure B and Measure CC Bond Programs.	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
<ol style="list-style-type: none"> Email committee members the link to the website camera at the Palm Spring campus. The Fountain of Knowledge will be removed from the Fast Facts portion of the Central Campus Redevelopment area of the report. 	D. DeSpain	6/18/19
4.2 East and West Valley Campuses Update		
DISCUSSION	<p>J. White briefed the committee that the final draft of the Facilities Master Plan will be completed over the summer. The report includes the major facilities at all campus locations. Once completed, the findings will be presented to the Facilities Advisory Committee and will tell “the story” of all the major facilities.</p> <p>J. White announced that the Indio campus is now designated a Center. He explained that this means that the campus stands on its own for reporting key performance indicators that include enrollments, projections, productivity, workload, and utilization of space. Once completed, the Facilities Master Plan will be available on the College of the Desert website for everyone to view.</p> <p>J. White stated that the new Palm Springs campus would not be designated a Center until at least one thousand students are enrolled. This action follows protocol that is established for all community colleges in California.</p> <p>Vice Chair, A. Harker inquired about how East Valley residents could benefit from the Indio campus. J. Enders explained that the Indio campus is working on a plan to provide access through partnerships and resources to East Valley residents that would like to benefit from classes at the Indio campus.</p>	
CONCLUSION	1. Committee members were updated on the status of both the East and West Valley campuses.	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

5.0 Future Agenda Items		
DISCUSSION	<p>Vice Chair, A. Harker asked if there were any suggested Agenda Items for the September 10, 2019 meeting. The following Agenda Items will be added:</p> <ol style="list-style-type: none"> 1. Trustee F. Jandt discussed that he would like to review and bring some information about the statewide Organization of Citizens' Oversight Committees online training programs at the next meeting. 2. Chair, V. Kozlen requested follow up to from a presentation concerning a strategic plan that the Cambridge Group provided to the committee over a year ago. 	
CONCLUSION	<ol style="list-style-type: none"> 1. Agenda items for the September 10, 2019 meeting were identified and will be added to the next meeting's Agenda. 	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
6.0 Future Meeting Dates		
DISCUSSION	<p>J. Ramont brought to member's attention both the confirmed meeting dates for 2019 and the proposed meeting dates for 2020. All future meeting dates were accepted by the committee of September 10, 2019; December 10, 2019, March 10, 2020; June 9, 2020; September 8, 2020; and December 8, 2020.</p> <p>J. Ramont proposed that future COC meetings be held in the new Fiscal Services Large Conference Room. Vice Chair, A. Harker opened the floor and asked if any members disagreed with the meeting location change. No one opposed. It was concluded that future meetings would be held in the Fiscal Services Large Conference Room until otherwise decided.</p>	
CONCLUSION	<ol style="list-style-type: none"> 1. Future COC meetings will be held in the Fiscal Services Large Conference Room until otherwise decided. 2. A campus map that indicates where the new Fiscal Services building is located will be provided to committee members before the next meeting. 	
FOLLOW UP ITEMS	PERSON RESPONSIBLE	DEADLINE
<ol style="list-style-type: none"> 1. Schedule future COC meetings in Fiscal Services Southeast Annex Conference Room. 2. Email campus map to COC members with indication of the location of the Southeast Annex. 	D. DeSpain	6/18/19
7.0 Questions for the District		
DISCUSSION	<p>Vice Chair, A. Harker 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		
8.0 Adjournment: 4:15 PM		

NEXT MEETING:

September 10, 2019 at 3:30 PM – 5:00 PM

FISCAL SERVICES – Large Conference Room