

CITIZEN'S BOND OVERSIGHT COMMITTEE

January 9, 2017

MINUTES

The meeting of the Sonoma County Junior College District Citizens' Bond Oversight Committee was held on January 9, 2017 in Bertolini 4643, on the Santa Rosa Campus. The meeting was called to order by Pam Chanter, Committee Chair at 4:00 p.m.

Committee Members Present: Frank Briceno
Ernie Carpenter
Pam Chanter, Chair
Michael Coutre
Kerry Mahoney Davison
Paul Kelley
Sue Nelson
Mark Walsh
Nelson Weller

Others Present: Paul Bielen
Susan Brouwer
David Casnocha
Linda Close
Frank Chong
Doug Roberts
Leigh Sata
Shawn Brumbaugh
Robin Fautley
Serafin Fernandez
Daniel Mendez

1. PUBLIC COMMENT

No public comment.

2. APPROVAL OF MINUTES, OCTOBER 10, 2016

With a motion by Paul Kelley and seconded by Michael Coutre, the committee unanimously approved the minutes of the October 10, 2016 meeting.

3. ADMINISTRATIVE ISSUES

- CBOC will meet quarterly in 2017, and a schedule of meetings was presented and accepted by the committee.

- The annual CBOC report to the Governing Board will be drafted for CBOC approval in April, with a presentation to the Board in June.
- CBOC member reinstatement will go before the Board of Trustees for approval at the February 2017 Board meeting. A spreadsheet showing service dates and terms was shared with the committee. Members up for reinstatement were asked if they were willing to continue their service and all agreed.
- Agenda format – A discussion was held about whether to add “approval” items to the CBOC agenda. The committee agreed that items could be placed on the agenda for “action” and that with a majority of the committee approving, could ask the Chair of the CBOC to make a presentation to the Governing Board.

4. CBOC TRAINING/REFRESHER

David Casnocha, bond legal counsel provided a (refresher) training session about the responsibilities of CBOC to committee members.

5. MEASURE H FINANCIAL UPDATE

Linda Close presented the Measure A and H financial reports including the following highlights:

- Proceeds from the first bond sale in the amount of \$125,000,000 were received this past quarter. The funds are held with the County Treasury.
- For Measure H, \$2,873,751 expended during the second quarter of the fiscal year, the bulk of which was on the Maggini Water Intrusion & Roof (\$812K), Burbank Hall Modernization (\$508K), planning and project development (\$340K), cost of bond issuance (\$286K), Demonstration Classrooms (\$146K) and Swing Space (\$142K.)
- For Measure A, \$363,069 was expended during the second quarter of the fiscal year. The remaining balance of roughly \$1M should be expended prior to June 30, 2017.

FINANCIAL AUDIT:

Doug Roberts noted that the audit was clean with no issues.

6. UPDATE ON MEASURE A ACTIVITY

Paul Bielen gave an update on Measure A activity.

- Richard Call Administration Building Petaluma Campus & the Call Child Development Center Roofing Project, was completed and a Notice of Completion was presented to the SRJC Board of Trustees at the September 13 meeting. The final contract price was \$101,348.00 - Henri's Roofing Company. There were no change orders.
- The Plover Race Chiller Project was completed and a Notice of Completion was presented to the SRJC Board of Trustees at the September 13 meeting. The final contract price was \$405,313.00 - Matrix HG, Inc. There were no change orders.

- Emeritus Hydronic Piping Upgrade Project was completed and a Notice of Completion was presented to the SRJC Board of Trustees at the October 11 meeting. There was one (1) change order for a final contract price of \$273,237 - Matrix HG, Inc.

7. UPDATE ON MEASURE H ACTIVITY

Leigh Sata gave an update on Measure H activity, and questions were answered.

- The committee was updated on the Measure H Early Start Projects.
- The Bond Spending Plan will be presented to the Board of Trustees for approval in January 2017.
- Serafin Fernandez, Harris & Associates, Construction Manager for the Burbank project, gave an update on the Burbank Theatre Renovation. The design is complete and submitted to DSA with a targeted approval date in early summer. The project is on schedule, with an anticipated completion date of December of 2018.
- Community Forums were held in Santa Rosa, Petaluma and at the Southwest Center in Roseland (the SWC presentation included simultaneous translation into Spanish). The Measure H site plans were presented, and comments were taken.
- Question: Will the Barnett project receive state funding? The Barnett project was submitted as a 50/50 match for first stage approval (State funding is a two stage process).

8. NEW BUSINESS

The committee meeting adjourned by Pam Chanter, Committee Chair at 5:34 p.m.

NEXT MEETING April 10 at 4:00 p.m. in Bertolini 4643