



Citizens' Bond Oversight Committee

MINUTES March 29, 2019 3:00 pm - 4:30 p.m. Building 7500, Room 7506

COMMITTEE MEMBERS:		DISTRICT STAFF:	
X	Scott Lathrop (Chair)	X	Robert Mancell
X	Gayla Chapman		Susan Middleton
X	Susan Dressler (Vice Chair)	X	Linda Mielke
X	George Galvan	X	Patrick O'Hara
	Jordan Jantzen	X	Anneka Scranton
	Duane Leib	X	Kathy Smith
			Jill Stearns, President
		X	Dan Troy
		X	Chris Green
		X	Terry Reece
		X	Merlynn Foppiano
		X	Brian McAlister
		X	Patrice Eley
		X	Nikki Rocha
			GUESTS:

AGENDA ITEMS - DOCUMENTS	WHO	TIME	INTENT	NOTES
1. Approval of Agenda	All	3 min	A	Upon a motion by Galvan/Smith, the Agenda was approved.
2. Public Comment	All	5 min	I, D	No public comment.
3. Election of Officers	All	5 min	I, D, A	<p>Troy explained that the Chair and Vice-Chair positions timed out and need to be renewed. Scott Lathrop expressed his desire to step down as Chair. He has served as Chair since the inception of the Citizens' Oversight Committee (April 2015).</p> <p>Upon a motion by Galvan/Scranton, Susan Dressler was nominated to serve as Vice-Chair. Susan accepted the nomination. The committee approved the nomination by unanimous vote.</p> <p>Galvan/Smith nominated Duane Leib to serve as Chair. The committee approved the nomination by unanimous vote. D. Leib was not present to accept the nomination. D. Troy will communicate to D. Leib his nomination of Chair for this committee.</p>

*Discussion on any agenda item may lead to Action

				Troy thanked Scott Lathrop for his years of service as Chair of the committee.
4. Minutes of May 17, 2018 Minutes of November 2, 2018	Chair	2 min	I, D, A	Upon a motion by Dressler/Smith, the Minutes of May 17, 2018 and November 2, 2018 were unanimously approved.
5. Financial Report Update	Troy/Green	15 min	I, D	<p style="text-align: center;">Quarterly Financial Reports June 30, 2018 September 30, 2018 December 31, 2018</p> <p>Chris Green went over the Financial Quarterly Reports for June 30, 2018, September 30, 2018, and December 31, 2018. He explained that the total interest earned thus far for the Bond was \$876,000, and that recently we saw higher interest earned due to the uptake in interest rates.</p> <p>He directed the committee to the last page of the report, entitled <i>Measure L Bond – Total Project Cost</i>, which gives a breakdown of all active Bond projects and how much has been expended on each project.</p>
6. Audit Report	Troy/Green	5 min	I, D	<p style="text-align: center;">2018 Final Audit Report</p> <p>C. Green explained that there were two reports contained in the Final Audit Report: The Financial Audit and the Performance Audit. He referred the committee to pg. 3 of the Auditor’s report for 2018. He stated that the auditors (Vavrinek, Trine, Day & Co.) gave an unmodified opinion, which means that there were no issues with the financial statements. This is the highest level you can receive.</p> <p>On pg. 15 under the heading <i>Financial Statement Findings</i>, the page is blank. This is because there were no audit findings.</p> <p>The Performance Audit stated, “The results of our tests indicated that the District's General Obligation Bond Fund (Measure L) funds are in compliance with Proposition 39 as outlined in Article XIII A, Section 1 (b)(3)(C) of the California Constitution.”</p> <p>Conclusion on Pg. 4:</p>

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				<p>“The results of our tests indicated that, in all significant respects, San Luis Obispo County Community College District has properly accounted for the expenditures held in the General Obligation Bond Fund (Measure L) and that such expenditures were made for authorized Bond projects. Further, it was noted that funds used for salaries and benefits were used for salaries of administrators only to the extent they perform administrative oversight work on construction projects as allowable per Opinion 04-110 issued on November 9, 2004, by the State of the California Attorney General.”</p> <p>Green concluded that on pg. 5 of the Performance Audit, the page was blank and this was because there were no audit findings.</p>
<p>7. Draft Annual Report to the Community</p>	<p>Chair</p>	<p>15 min</p>	<p>I, D, A</p>	<p>Draft 2018 Annual Report to Community</p> <p>Troy went through the Draft 2018 Annual Report.</p> <p>T. Reece mentioned that the North County Campus Center has won two awards in two separate architectural publications. The building received an honorable mention and a 2nd place in design.</p> <p>The following suggestions were discussed by the committee:</p> <ul style="list-style-type: none"> • Committee prefers photos to dialogue • Provide copies of the Annual Report to the Cuesta community. • Begin strategizing for the future with regards to another bond. If the community sees that we were good stewards and spent the bond money well, it will help with the next bond. • Provide a summary page of the District’s Facilities Master Plan projects that will be completed by the bond. • Involve the Foundation Board in marketing a potential future bond

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			<ul style="list-style-type: none"> • Provide a visual campus map with color-coding of the buildings affected by the bond. We could add a color-coded legend depicting Tier status: <ul style="list-style-type: none"> ○ Tier 1 lowest level repair, to Tier 4, a major renovation and finally to CP, a Capital Project • Add a paragraph stating “Projects to date have been primarily under the Tier 1 category. The funding through Measure L does not have the ability to address all buildings on campus at a higher tier of renovation.” • Next year’s report should include a list of proposed projects contained in the Educational/Facilities Master Plan • In the fall, begin framing out the 2019 Annual Report. <p>Upon a motion by Dressler/Smith, the Draft 2018 Annual Report was unanimously approved as amended.</p>
<p>8. Bond Construction Update</p>	<p>McAlister</p>		<p>B. McAlister updated the committee on the following construction projects:</p> <ul style="list-style-type: none"> • Data Center: Contractor is currently framing building • Aquatics Center: Preparing for installation of concrete deck <ul style="list-style-type: none"> ○ All tiled lane lines have been installed ○ ADA work in the 1100, 1200, 1300 & 1400 is completed. • Re-Roofing and replacement of HVAC on 1200 Bldg. to start in May • Gym floor replacement is scheduled to start in late May. • Tech Renovation upgrades are wrapping up in the 1000 complex, athletic fields, 7400 & 7500 buildings. • 2000 Complex ADA work, tech, roofing & HVAC upgrades are currently out to bid with working starting in late May. • 1000 and 2000 switchgear is scheduled for replacement in December as well as the main switch gear feeding the SLO campus.

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				<ul style="list-style-type: none"> • Hollister Adobe’s stabilization project will go out to bid in late April, early May • Measure L team met with District stakeholders to discuss concepts for wayfinding & signage • NCC Early Childhood Education building, work began to relocate waterline for the project.
8. Select Future Meeting Dates	All	5 min	I, D	The committee agreed that the next meeting will be held on October 11, 2019 at 3:00 p.m.
9. Future Agenda Items	All	5 min	I, D	Troy suggested adding an agenda item for re-shaping the Annual Report.
10. Adjournment	Chair	2 min	I, D, A	<p>Troy thanked Scott Lathrop for his service as Chair of the Committee since 2015.</p> <p>Troy also took a moment to thank Terry Reece for his dedication, hard work and unbelievable service to the Bond, maintenance and construction, as well as the whole Cuesta community. The committee members voiced their appreciation for all of T. Reece’s hard work.</p> <p>The meeting adjourned at 4:00 p.m.</p>

*A Action Item D Discussion I Information H Handout

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