



**Citizens' Bond Oversight Committee**  
**MINUTES**  
**April 1, 2022**  
**3:00 pm – 5:00 p.m.**  
**San Luis Obispo Campus, Room 2758**  
**Highway 1, San Luis Obispo, California**

Committee Members:				District Staff:			
X	Gil Stork, Chair		Susan Middleton	X	Dr. Jill Stearns, President		<b>Guests:</b>
	Henry Ribble			X	Brian McAlister		Christine Mulholland
X	John Paul Drayer			X	Chris Green	X	David Bruner, Kitchell
X	Kathy Smith, Vice Chair			X	Dan Troy	X	Jayson Bryan, Klassen
X	Kelley Garcia			X	Karen Valine		
X	Linda Mielke				Mark Cano		
X	Robert Mancell				Patrice Eley		

	WHO	TIME	INTENT	NOTES
<b>1. Approval of Agenda</b>	All	3 min.	A	The meeting was called to order by Dr. Stork at 3:02 p.m. Upon a motion by Smith/Drayer, the agenda was approved as presented.
<b>2. Public Comment</b>	All	5 min.	I, D	Dr. Stork opened public comment. With none, public comment was then closed.
<b>3. Meeting Minutes</b> <ul style="list-style-type: none"> <li>• <a href="#">October 8, 2021</a></li> </ul>	Chair	3 min.	I, D, A	Upon a motion by Drayer/Smith, the minutes of October 8, 2021 were approved as presented.
<b>4. President's Comments</b>	J Stearns	5 min.	I	Dr. Stearns emphasized how important the Bond is to Cuesta College. She is impressed at the way the Bond team, Kitchell, and Klassen were able to advance work during the pandemic while experiencing supply and manpower shortages. Dr. Stearns is also pleased with the progress on the Campus Center and described it as the "front door to the campus" and a centralized location that will conveniently provide assistance to visitors. While wayfinding has been a challenge,

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				<p>samples are up and adjustments will be made before permanent signage is complete. With the Campus Center construction to begin in the near future, permanent signage has been put on hold. Wayfinding will maintain the campus look and feel and be easier for visitors to navigate Cuesta College and its buildings which are unconventionally numbered.</p>
<p><b>5. Financial Report Update</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Quarterly Financial Report – 9/30/21</a></li> <li>• <a href="#">Quarterly Financial Report – 12/31/21</a></li> </ul>	Green	10 min.	I, D	<p>Green reviewed the December 31, 2021 Quarterly Financial Report and shared:</p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> Bond Issuance is fully spent;</li> <li>• \$12,000 interest earned during quarter ending 12/31/21 with County paying 0.49%;</li> <li>• Total of \$2.6M in interest earned over the term of the bond project;</li> <li>• \$7M remains unspent in the 2<sup>nd</sup> Issuance;</li> <li>• Wayfinding expense in 2<sup>nd</sup> Issuance is attributable to design costs;</li> <li>• \$100K interest has been earned in the 3<sup>rd</sup> issuance at quarter ending 12/31/21;</li> <li>• With projects just underway, \$68M is remaining in the 3<sup>rd</sup> Issuance;</li> <li>• Quarterly expenses at 12/31/21 are mostly related to planning.</li> </ul> <p>McAlister added that plans for the Campus Center were submitted to DSA for review and the project will go to bid in the fall.</p>
<p><b>6. <a href="#">Audit Report</a></b></p>	Troy/Green	5 min.	I, D	<p>Green shared the Measure L Eide Bailly annual audit dated June 30, 2021 and made note of the following:</p> <ul style="list-style-type: none"> <li>• an unmodified opinion;</li> <li>• increase in fund balance from \$25M to \$77M due to the 3<sup>rd</sup> Issuance;</li> <li>• performance audit was clean; \$13M was sampled representing nearly 74% of total expenditures resulting in no findings.</li> </ul> <p>Green shared that next year a new auditor, CWDL of San Diego, will replace Eide Bailly after 16 years of audit services. CWDL is the second largest auditor of California community college districts. Troy stated that the District also answers to</p>

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				the Audit Committee, consisting of two Board trustees, who annually scrutinize the audit information.
<b>7. 2021 Annual Report to Community</b>	Troy	20 min.	I, D, A	<p>The 2021 Annual Report was reviewed and comments included:</p> <ul style="list-style-type: none"> <li>• Well put together, is consistent with prior years, and meets legal requirements (Troy);</li> <li>• The 4 Issuances are listed and projects attributed to each making it very transparent to the public (Stork);</li> <li>• The report is a helpful tool for Dr. Stearns when meeting with outside groups to thank them for their confidence in the District and improving the student experience (Stork);</li> <li>• Tech planning on SLO campus is almost complete. Will then switch to NCC with upgrades to fiber, copper, and switches for ubiquitous Wi-Fi throughout the campus (Bruner);</li> <li>• Annual Report will go before Board of Trustees in May. It would be helpful if Chair Stork appeared at the meeting to respond to any questions (Troy).</li> </ul> <p>Upon a motion by Drayer/Smith, the annual report was approved for presentation to the Board.</p>
<b>8. Measure L Update</b> <ul style="list-style-type: none"> <li>• Projects</li> <li>• Supply Chain Issues</li> </ul>	Cano/ McAlister	15 min.	I, D	<p>McAlister shared a progress update on the various Bond projects, including:</p> <ul style="list-style-type: none"> <li>• During the 2<sup>nd</sup> Issuance, the NCC bus stop was moved to the loop, a new courtyard was completed, concrete work was added, hydration stations and a new flagpole were installed;</li> <li>• During the 2<sup>nd</sup> Issuance, the SLO campus Bldg. 9100's roof and HVAC were replaced;</li> <li>• The 3<sup>rd</sup> Issuance includes the SLO Campus Center, various roofing and HVAC projects; various electrical switchgear replacements; signage and wayfinding, and asphalt paving. 21<sup>st</sup> century technology upgrades are in progress, including fiber to the Office of Education which will tie into the data center;</li> <li>• The 4<sup>th</sup> Issuance includes Bldg. 3100 student programs TI (SLO); a NCC Instructional Building (formerly Trades and Tech); District-wide site infrastructure and utilities,</li> </ul>

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				<p>asphalt, signage and wayfinding, and 21<sup>st</sup> century technology upgrades.</p> <p>McAlister indicated that his staff will be working on the NCC's 2 inoperable water stations, and providing shade umbrellas.</p> <p>Bruner presented the SLO Campus Center rendering. The finalized version of the furniture plan will be completed shortly. Dr. Stearns reminded the committee that this is not a final rendering as the design and construction process includes refinement along the way.</p> <p>McAlister indicated that completing these projects with delays in the supply chain has been difficult with a number of adjustments in projects and completion dates. The Bond team is starting to bring components onto the facilities yard to ensure they are available when needed, along with discussions of prepurchasing items and housing them in storage. An example in delay includes manufactured switchgear which was running 6 to 7 months for delivery and is now taking 12 to 18 months.</p>
<b>9. SWACC Blanket of Coverage</b>	Troy	5 min.	I	Troy reported that the District will be extending liability coverage to the committee through the JPA. The app for coverage was approved by the JPA on March 18, 2022 and will go before the Board of Trustees on April 6 <sup>th</sup> . Committee members will be insured while performing duties on behalf of the CBOC.
<b>10. Future Agenda Items</b>	All	5 min.	I, D	Future item suggestions include supply chain updates, projection of completion date changes, and potential of Bond funding shortages for remaining projects due to increases in inflation.
<b>11. Future Meeting Dates</b>	All	5 min.	I, D, A	It was agreed that the next meeting will occur on the North County campus at 3:00 p.m. on a Friday in October.
<b>12. Adjournment</b>	All	1 min.	I, D, A	With no further business, the meeting was adjourned at 4:16 p.m. upon a motion by Drayer/Smith.
<b>Optional: Tour of San Luis Obispo Campus Facilities</b>		20 min.		Campus tour was conducted by Brian McAlister, Jayson Bryan, and David Bruner.

\*A=Action Item D=Discussion I=Information

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