



Citizens' Oversight Committee

Minutes

May 14, 2015

3:00 pm - 4:30 p.m.

Building 7500, Room 7506

COMMITTEE MEMBERS:				DISTRICT STAFF:		GUESTS:	
X	Scott Lathrop (Chair)		Susan Dressler		Gil Stork		Lauren Milbourne
X	Daniel Cadwell (Vice-chair)		Ann Grant	X	Chris Green		Nikki Rocha
	Pamela Avila	X	Patrick O'Hara	X	Terry Reece		
X	David Booker	X	Timothy Roche	X	Shanna Ahrens		
X	Gayla Chapman	X	Anneka Scranton	X	Merlynn Foppiano		

AGENDA ITEMS - DOCUMENTS	WHO	TIME	INTENT	NOTES
1. Approval of Agenda	All	3 min	A	Upon a motion by Booker/Cadwell, the Agenda was unanimously approved.
2. Approval of Minutes of 4-10-15	All	2 min	A	Upon a motion by Booker/Chapman, the Minutes of 4-10-15 were unanimously approved.
3. Public Comment	All	5 min	I, D	No public comment.
4. Discussion of Oversight Committee's website	All	15 min	I, D	Lauren Milbourne, Media Relations Coordinator for Cuesta College, explained that Cuesta College contracted with iii Design to design and set-up the Measure L website. An overview of the interactive website was provided including the web address: www.cuestacollegebond.info.com and also that the Citizens' Oversight Committee website was linked to the Measure L Website .
5. Review Facilities Master Plan	Reece	15 min	I, D	Terry Reece explained that the Facilities Master Plan contained Exhibit A, the document that the District referenced (along with the Facilities Needs Assessment) to determine \$140 million of renovations and repairs that were needed. S. Lathrop suggested highlighting the new construction taking place as well as the renovation and

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				repair of existing buildings.
				The committee took a brief moment for introductions.
6. Construction Project Update	Reece	15 min	I, D	<p>T. Reece explained that construction drawings were 50% complete for the Instructional Building and the Campus Center. In July, the Department of State Architect (DSA) will review construction drawings for these two buildings. The drawings will be returned to the District in November or December and the District will go out to bid in January or February. Construction on the Campus Center will take approximately 18 months to complete and construction for the Instructional Center will take approximately 16 months.</p> <p>The Aquatics Facilities Project has been revised to repair the 50-meter pool this winter in order to stop the water leaks. A pool replacement is planned for two pools (a 4 ½ therapy pool and a 50-meter pool) in the second bond issuance.</p> <p>Work is currently underway for the Interim Housing Project. There are 22 modular structures to be delivered to both campuses by the end of June. Faculty and staff will be moved and classes will be ready for the fall semester.</p> <p>Instructional Technology: Allocation in the first bond issuance for Instructional Technology is \$1.5 million. The District will be going out soon for an RFQ for Technology Consulting Services to prepare an Information Technology Master Plan.</p> <p>Lastly, the COPS payment has been completed for the First Issuance.</p>
7. Financial Report Update	Green	20 min	I, D	<p>Chris Green explained that the first series of obligation bonds were issued in March 2015 in the amount of \$75 million. The bonds were sold at a premium and generated an additional \$6 million. The premium can only be used for limited items and is traditionally used to cover administrative bond costs such as the cost of issuance.</p>

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				<p>He also stated how the District received credit ratings for the bond from Standard & Poors and Moody's. Standard & Poors assigned a AA- rating and Moody's gave a rating of AA2. This is considered a high rating, which in turn means lower interest rates when selling the bond. There will be interest earned on the money, which can be spent on projects.</p> <p>C. Green went through the <u>Quarterly Financial Report</u> ending March 31, 2015. At this date, \$13 million has been expended, \$11 million of which went towards the COPS payment.</p>
8. Review samples of Annual Reports	All	10 min	I, D	C. Green provided examples of the Annual Report to the Board of Trustees from four community colleges: Allan Hancock, Redwoods Community College District, Butte College, and West Valley-Mission. They all differed in style and reports ranged from a four-page typed report with no photos to an elaborate 12-page colored report complete with photos and graphics. The committee favored the report from Redwood City Community College.
9. Future Meeting Dates <ul style="list-style-type: none"> • August 13, 2015 • November 12, 2015 • February 11, 2016 • May 12, 2016 	All		I, D	Upon a motion by Booker/Cadwell, the future <u>COC Meeting Schedule</u> was unanimously approved.
10. Future Agenda Items	All	5 min	I, D	The following items were discussed: <ul style="list-style-type: none"> • Schedule a future meeting at the NCC (possibly around November) to include a tour of the Interim Housing Project • T. Reece to provide a one or two-page report containing a project update and timeline
11. Adjournment	Chair			Upon a motion by Booker/Cadwell, the meeting adjourned at 4:15 p.m.

*A Action Item D Discussion I Information H Handout

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