

MARIN COMMUNITY COLLEGE DISTRICT  
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING  
AUGUST 22, 2017

LOCATION:  
KENTFIELD CAMPUS  
ACADEMIC CENTER, ROOM 217  
835 COLLEGE AVE.  
KENTFIELD, CA 94904

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CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT

Ross Millerick	CBOC Chair and Representative, Support Organization
Jeff Gunderson	Representative, At Large
Nancy McCarthy	Representative, Business Organization
Paul Premo	Representative, Taxpayers Association
Eric D. Sitzenstatter, Jr.	Representative, Senior Citizen Organization

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS ABSENT

Margaret DeSomma	Representative, At Large
VACANT	Representative, Student Organization

MARIN COMMUNITY COLLEGE DISTRICT, STAFF PRESENT

Greg Nelson	Vice President of Finance and College Operations
Katy Bauer	Executive Assistant

GUESTS

Ann Kennedy	A Kennedy Group, Financial Manager
Tim McBrian	Gilbane Building Company, Program Manager
Casey Michaelis	Gilbane Building Company, Principal In Charge
Mary Ross	Member of the Public

I. CALL TO ORDER

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The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Chair, Ross Millerick, at approximately 4:32 PM. Committee Chair, Ross Millerick, Committee Members, Jeff Gunderson and Paul Premo were present. Committee Member, Nancy McCarthy, arrived at approximately 4:42 PM establishing a quorum. Committee Member, Eric D. Sitzenstatter, Jr., arrived at approximately 4:44 PM. Committee Member, Margaret DeSomma, was absent.

II. APPROVAL OF AGENDA

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Committee Member, Paul Premo, made a motion to approve the agenda with no changes. Committee Member, Jeff Gunderson, seconded the motion. The motion was unanimously carried by the Committee Members present.

III. APPROVAL OF MEETING MINUTES FROM JULY 17, 2017 MEETING

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Committee Member, Paul Premo, made a motion to approve the July 17, 2017 minutes with no changes. Committee Member, Jeff Gunderson, seconded the motion. The motion was unanimously carried by the Committee Members present. Vice President, Greg Nelson, proposed to save the audio recording of the meeting minutes as a public record. The motion was approved by Committee Member, Paul Premo. The motion was seconded by Committee Member, Jeff Gunderson. The motion was unanimously carried by the Committee Members present.

IV. PUBLIC COMMENT

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No communication from the public.

V. COMMUNICATIONS RECEIVED BY COMMITTEE MEMBERS

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No communication received by Committee Members.

VI. MEASURE B: PROGRAM/PROJECT UPDATE

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Vice President, Greg Nelson, gave a presentation that included Facilities Master Plan Campus Maps, Executive Level Summary slides showing project summary and status for each project funded by Measure B, as well as more detailed slides showing the following projects: Pomo Cluster Programming Review (Indian Valley Campus), Maintenance & Operations Building and District Warehouse Schematic Design Review (Kentfield Campus), Learning Resources Center and Student Services (Kentfield Campus) Project Initiation as well as the Master Project List Report. Several questions were asked including about the solar project (non-bond), the IVC amphitheater, the Pomo Cluster renovation, and Design Build vs Design Bid Build with regard to the Learning Resources Center and Student Services buildings. Vice President, Greg Nelson, answered the questions from committee members. The committee also wanted to know how to look up the studies online for the Corte Madera creek widening project and Vice President, Greg Nelson, answered that Marin County Flood Control is leading the project.

VII. FUTURE MEETING SCHEDULE: SUGGESTED DATES/TIMES

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The proposed meeting dates/times/locations was reviewed. Committee Members, Nancy McCarthy and Jeff Gunderson can't attend the meeting October 3, 2017. It was proposed to move the meeting to Monday, October 30, 2017. It was decided to move the December 11, 2017 meeting to January 2018 because the Board of Trustees December meeting is the first week of December and the audit will not be ready for discussion by committee members until after it is approved by the Board. Because the 2018 meetings dates aren't finalized until late 2017/early 2018, Tuesday, January 30, 2018 was chosen. The Committee agreed to tentatively approve the March 27, 2018 and June 26, 2018 dates and will revise in a future meeting if necessary. The meeting time remains 4:30-6:00PM and the locations were not changed from what was previously agreed to which is to rotate the meetings between the two campuses with the October 30, 2017 meeting taking place at Indian Valley Campus.

VIII. TOPICS FOR NEXT MEETING

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The Committee reviewed the topics for the next meeting. In addition to the topics noted on the Agenda, the Committee would like to have a hyperlink to old Measure C website added to the Measure B website. Committee Member, Paul Premo, asked if the committee could get more details about the Annual Report preparations. Financial Manager, Ann Kennedy answered that Communications Manager, Mike Chegini, would attend the October meeting and bring drafts and samples, including a schedule with deadlines for when items are due. The goal would be to have everything finalized at the January 30, 2018 meeting and present the Report at the February 2018 Board of Trustees Meeting.

IX. ADJOURNMENT

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The meeting was adjourned at approximately 5:45 PM.