

MARIN COMMUNITY COLLEGE DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
MARCH 27, 2018

LOCATION:
INDIAN VALLEY CAMPUS
ESCOM CENTER, ROOM 140
1800 IGNACIO BLVD.
NOVATO, CA 94949

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT

Ross Millerick	CBOC Chair and Representative, Support Organization
Nancy McCarthy	Representative, Business Organization
Eric D. Sitzenstatter, Jr.	Representative, Senior Citizen Organization
Margaret DeSomma	Representative, At Large
Janelle LaChaux	Representative, Student Organization

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS ABSENT

Paul Premo	Representative, Taxpayers Association
Jeff Gunderson	Representative, At Large

MARIN COMMUNITY COLLEGE DISTRICT. STAFF PRESENT

David Wain Coon, Ed.D.	Superintendent/President
Peggy Iozaki	Director of Fiscal Services and Acting VP of Finance and College Operations
Katy Bauer	Executive Assistant

CONSULTANTS

Ann Kennedy	A Kennedy Group, Financial Manager
Casey Michaelis	Gilbane Building Company, Principal In Charge
Tim McBrian	Gilbane Building Company, Program Manager

GUESTS

Joe Mueller	Co Chair Life and Earth Sciences Dept.
Danielle Robinson	Energize Colleges Fellow
John Erdmann	Dept. Chair Librarian

I. CALL TO ORDER

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Chair, Ross Millerick, at approximately 4:31 PM. Committee Chair, Ross Millerick, Committee Members, Eric Sitzenstatter and Margaret De Somma were present. Committee Member, Janelle LaChaux arrived at approximately 4:47 PM, establishing a quorum. Committee Member, Nancy McCarthy arrived at approximately 4:59 PM. Committee Members, Paul Premo and Jeff Gunderson were absent.

II. APPROVAL OF AGENDA

Committee Member, Margaret De Somma, made a motion to approve the agenda with no changes. Committee Member, Eric Sitzenstatter, seconded the motion. The motion was unanimously carried by the Committee Members present (4 approvals, 3 absent).

III. APPROVAL OF MEETING MINUTES FROM JANUARY 30, 2018 MEETING

Committee Member, Margaret De Somma, made a motion to approve the January 30, 2018 meeting minutes with no changes. Committee Member, Eric Sitzenstatter, seconded the motion. The motion was carried by the Committee Members present (3 approvals, 1 abstention, 3 absent).

IV. PUBLIC COMMENT

Joe Mueller, Co Chair of Life and Earth Sciences Department was present to learn about projects and is part of a coalition that submitted a recommendation to the Board of Trustees in early December to support funding the Bolinas Marine Lab renovation and also to gather information for the Academic Senate. John Erdmann, Librarian and Department Chair serves on the Academic Senate and is a Union representative for faculty and wants to stay informed about projects so he can report back to members. Danielle Robinson, Energize Colleges Fellow is working with colleagues on facilities projects as well as working with students on sustainability projects and was present to learn about sustainability projects on the campuses.

V. COMMUNICATIONS RECEIVED BY COMMITTEE MEMBERS

No communications received by Committee Members.

VI. COMMUNICATIONS FROM STAFF

Staff received correspondence dated February 27, 2018 from the Marin Conservation League regarding the College of Marin Bolinas Marine Lab. Superintendent/President, David Wain Coon confirmed that several letters in support of rehabilitation of the Bolinas Marine Lab have been received by staff as well as the Board of Trustees and meetings are underway with stakeholders and legal counsel regarding plans for the Bolinas Marine Lab.

VII. MEASURE C-2004

- a. Peggy Isozaki presented the committee with the balance remaining for Measure C-2004, which is \$278,000 (\$243,000 encumbered, and \$35,000 unencumbered).
- b. The remaining Measure C-2004 Oversight Committee members are Jeff Gunderson and Nancy McCarthy. By law, the Measure C-2004 Oversight Committee must continue to serve until the funds are expended. Bond counsel has approved consolidation of the Measure B-2016 and C-2004 committees. Committee members can serve up to three 2 year consecutive terms. The committee members present agreed to serve on a single committee which will approve items for both Measure B-2016 and C-2004. A Resolution which will amend and restate the Measure B-2016 Committee's Bylaws to include Measure C-2004 will be presented to the Board of Trustees at the April 17, 2018 meeting. This will restart the terms for all the committee members.
- c. The committee members will receive a draft Measure C-2004 Annual Report and a presentation on the Measure C-2004 audits at the meeting following the Board approval of the amended Bylaws. Committee member, Nancy McCarthy asked whether the committee will have separate audits for Measure B-2016 and C-2004. The answer is yes, there will be separate audits and project reports for Measure B-2016 and C-2004.

VIII. VIRTUAL TOUR: ACTIVE PROJECTS

Superintendent/President, David Wain Coon gave a presentation showing the status of active projects on both campuses, including solar which is a non-bond project. Committee Chair, Ross Millerick asked a question about the Lease Revenue Bonds (\$7.5M) used to pay for the solar project and whether they have recourse to the individual property holders. The answer is no, they are separate and the savings will come through energy cost savings. Committee Chair, Ross Millerick asked for clarification on why the Jonas Center RFP is design build, as opposed to low bid. Principal In Charge, Casey Michaelis replied that Miwok is also design build, which is preferential for larger, more technical projects since the RFP committee can review the competing firms in more detail. Committee member, Margaret De Somma asked about budgets in light of increasing costs and whether they are set. Superintendent/President, David Wain Coon replied that the budget is locked in for Miwok and the Jonas budget will be confirmed after selection of the design build firm.

IX. PRICE ESCALATORS OF CONSTRUCTION COSTS

Gilbane Principal In Charge, Casey Michaelis gave a presentation showing the details of the most recent Measure B bids, which have come in higher in most cases than estimates, the market conditions that are impacting bids, and the action plan which will be taken by the District to keep projects within budget. Committee Members, Nancy McCarthy and Margaret De Somma asked how the District plans to prioritize or identify low priority items which may be cut as a result of the price increases. Staff responded that those discussions are currently happening and all budget changes will be approved by the Board of Trustees and then presented to the committee. Staff plans to present Bond List Revision (BLR) #4 to the Board on April 17, 2018. Committee Member, Nancy McCarthy expressed concern about additional funding for non-academic projects at the expense of academic projects.

X. FINANCIAL AND COMPLIANCE ITEMS

- a. Financial Manager, Ann Kennedy provided an overview of the whole program report, and the project summary report for period ending December 31, 2017. It was noted that the Kentfield Athletic Fields has a Caution hazard sign in the cost status column. The issue is a result of escalating costs due to unforeseen soil conditions; the team has since resolved the issue so cost status should go back to normal at the next meeting. Committee Member, Nancy McCarthy asked what had been removed from the project. Staff is still working through the final details, but items, e.g., small storage buildings, etc. were removed. Committee Chair, Ross Millerick asked to clarify the totals which make up the \$265,425,742 Bond Budget (bottom of page 24). The total includes Kentfield, Indian Valley, District Wide, Uncategorized Projects plus Unallocated Interest which had not been applied to projects as of December 31, 2017. Committee Member, Nancy McCarthy made a motion that the committee received and reviewed the Program Financial Reports through December 31, 2017; Committee Member, Eric Sitzenstatter seconded the motion. The motion was unanimously carried by the Committee Members present (5 approvals, 2 absent).
- b. No questions were sent to Bond Counsel in the last quarter.

XI. REVIEW OF COMMITTEE MEMBERSHIP

Financial Manager, Ann Kennedy noted that 2 committee members will have Term 1 End Dates within the next quarter. Eric Sitzenstatter's term will expire May 6, 2018 and Nancy McCarthy's term will expire April 18, 2018. Both agreed to extend their terms for an additional 1 Year term.

XII. CONFIRMATION OF NEXT MEETING DATE/TIME

The next meeting is June 26, 2018 from 4:30-6:00pm at the Kentfield Campus, Academic Center Room 229.

XIII. TOPICS FOR NEXT MEETING

Committee Bylaws require the committee to elect a Chair and Vice Chair once a year. Committee Member, Nancy McCarthy would like to see information on what projects will be cut or reduced in scope. Committee Members, Nancy McCarthy and Ross Millerick would like an update on enrollment, including a breakout for Career & Technical Education (CTE), and where students transfer to/from College of Marin.

XIV. ADJOURNMENT

The meeting was adjourned at approximately 6:10 PM.