

MARIN COMMUNITY COLLEGE DISTRICT
MEASURE B 2016

MEETING MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
OCTOBER 20, 2021

LOCATION:
ZOOM CALL/IN-PERSON

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT

Margaret De Somma	Chair and Representative, At Large
Bruce Schauble	Vice Chair and Representative, Senior Citizens' Organization
Richard Jensen	Representative, Senior Citizens' Organization
Jason Lau	Representative, Support Organization
Jeff Gunderson	Representative, At Large
Jim Grossi	Representative, Business Organization

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS ABSENT

Paul Premo	Representative, Taxpayers Association
Vacant	Representative, Student Organization

MARIN COMMUNITY COLLEGE DISTRICT, STAFF PRESENT

Greg Nelson	Assistant Superintendent/VP of Admin. Svcs.
Isidro Farias	Director of Capital Projects
Katy Bauer	Executive Assistant

CONSULTANTS

Jeff Scogin	A Kennedy Group, Financial Manager
Mike Chegini	A Kennedy Group, Communications Manager

GUESTS

None

I. CALL TO ORDER

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Committee Chair, Margaret De Somma, at approximately 5:06 PM. Committee Chair, Margaret De Somma, took roll call. Committee Chair, Margaret De Somma, Committee Members, Jeff Gunderson, Bruce Schauble, Richard Jensen, Jason Lau, and Jim Grossi, were present, establishing a quorum. Committee Member, Paul Premo, was absent.

II. INTRODUCTIONS

The three new members introduced themselves: Jim Grossi, representing the business community, and Richard Jensen and Bruce Schauble, representing a senior citizens' organization.

III. APPROVAL OF AGENDA

Committee Chair, Margaret De Somma, made a motion to approve the agenda with no changes. Committee Member, Jeff Gunderson, seconded the motion. The motion was carried by the Committee Members present (6 approvals, 1 absent).

IV. APPROVAL OF MEETING MINUTES FROM JUNE 23, 2021

Committee Chair, Margaret De Somma, made a motion to tentatively approve the June 23, 2021 meeting minutes with no changes. Committee Member, Jason Lau, seconded the motion. The motion was carried by the Committee Members present (2 approvals, 1 absent). Vice President, Greg Nelson, will inquire with bond counsel as to whether additional action is required since only two of the currently present committee members were present at the June 23, 2021 meeting.

V. ELECTION OF VICE CHAIR

Committee Member, Jeff Gunderson, volunteered to be the Vice Chair. Committee Chair, Margaret De Somma, motioned for Jeff Gunderson to be elected as the Vice Chair. Committee Member, Bruce Schauble, seconded the motion. The motion was carried by the Committee Members present (6 approvals, 1 absent).

VI. PUBLIC COMMENT

No comments were received from the public.

VII. COMMUNICATIONS RECEIVED BY COMMITTEE MEMBERS

No communications were received by Committee Members.

VIII. COMMUNICATIONS FROM STAFF

Vice President, Greg Nelson, said a tour of the Bill and Adele Jonas Center and Miwok Aquatics and Fitness Center at the Indian Valley Campus was provided to the two Committee Members present and offered to give the other members a tour if they would like one. Committee Members, Jim Grossi and Jason Lau, both spoke of being very impressed by the new facilities.

IX. PREPARATIONS FOR ANNUAL REPORT

Communications Manager, Mike Chegini, informed the Committee that it's time to prepare the annual report and asked for one or two volunteers to assist Committee Chair, Margaret De Somma. The draft report preparations will take place over email, and a draft will be provided for the Committee's review at their next meeting on January 19, 2022. Committee Members, Jeff Gunderson and Richard Jensen, volunteered to assist.

X. PROGRAM/PROJECT UPDATE REPORT

Director of Capital Projects, Isidro Farias, provided a Measure B update, including design progress on the Learning Resources Center (LRC) and Bolinas. The LRC is in the design development phase; the Board of Trustees received an update last week. In November, the project team will request approval from the Board of Trustees to proceed to the construction drawing phase, and it was noted that the project is currently under budget according to the latest design development estimate.

The Bolinas structures have been demolished, and the site is now fenced. Geotechnical testing will occur next week and then upon Board approval of the design development phase, the project will move into the construction drawing phase. Mr. Farias also provided a construction update on the Welcome Center (830 College Avenue): doors, windows, and carpet have been installed, and paint has been applied, and staff plan to move in during the winter break. In response to a question from the Committee, Mr. Farias explained that the following groups will be located at the Welcome Center: Enrollment Services, Community Education, and Cashiers.

Lastly, Mr. Farias shared that the Miwok Aquatics and Fitness Center project is almost complete with completion of punch list items remaining. Classroom occupancy is set to begin on November 8, as well as a swim meet on November 13-14, and formal opening on January 15, which will include the dive tower. Committee Chair, Margaret De Somma, asked about the lighting and starting blocks. Vice President, Greg Nelson, replied that anchors were floated in the concrete too high, so block anchors are being placed on both sides of the competition pool which will add flexibility for events. Additionally, the wrong starting blocks were delivered, so the correct ones have been ordered and will be ready by the first week of November. Vice President Nelson also noted that the facility will seat 300 spectators.

XI. FINANCIAL AND COMPLIANCE ITEMS

- a. Financial Manager, Jeff Scogin, gave an overview of the Measure B 2016 Program Financial Reports for the period from inception through June 30, 2021. An overview of the Whole Program Report including the total program allocation of \$290 million which includes all funding sources (including Rotary and dive tower donations, and Certificates of Participation), as well as an overview of the spending charts, were provided. The Project Summary Report includes the quarterly totals spent by project. The projects with the highest amounts spent during the quarter were highlighted. There was approximately \$2.1 million of expenditures for the LRC, and the Miwok Aquatics and Fitness Center had \$5.2 million expenditures during this quarter.

In response to a question from the Committee, Mr. Scogin stated that Banner is the College financial system of record, and Measure B transactions are synced from Banner to BMET for enhanced reporting, and to allow the project team to track the financials by project.

In response to a question from the Committee, Vice President, Greg Nelson, shared that the Property Acquisition project includes 830 College Ave, as well as 937, 939 and 941 Sir Francis Drake Blvd., Kentfield properties.

In response to a question from the Committee, Vice President Nelson said that programming was taken from the LRC project and included in the Welcome Center (830 College Ave.), in an effort to keep the LRC project on budget.

Committee Chair, Margaret De Somma, made a motion to approve the Measure B 2016 Program Financial Reports for the period ending June 30, 2021. Committee Member, Bruce Schauble, seconded the motion. The motion was carried by the Committee Members present (6 approvals, 1 absent).

- b. An overview of the Bond List Revision decision making process was requested by the Committee at the last meeting. Vice President Nelson, provided a summary. When the District decides to go out for a bond, the Board of Trustees is asked to approve the bond measure. There are periodic reviews of the project list, including changes in cost, scope, and project names. If any changes are recommended related to construction costs, environmental issues, etc. the Bond Executive Team (COM President/VP, Financial Manager, Gilbane Team) propose such changes to bond counsel to ensure compliance, and then the draft BLR is proposed to the Board of Trustees as an agenda item. Upon Board approval, the BLR is then updated in the financial system.
- c. In response to a question from the Committee, Vice President Nelson explained that property taxes from school bonds are collected from residents by the County Assessor's office, and then transferred to the District to be held in a clearing account, then the District pays back principal and interest to the debtors (those who financed the bond) over a period of years. Bonds are sold in 5, 10, 20, and 30 year notes, so the length of the property tax assessment depends on the note. Vice President Nelson noted that there are 26.5 years left of taxable revenue on the current bond.

- d. Mr. Scogin said that Bond List Revision (BLR) #14 was the year-end overhead spread procedure and was approved by the Board of Trustees on August 10, 2021, and BLR #15 was an exercise of sweeping budgets, and prioritization of remaining projects within the bond, and was approved by the Board of Trustees on October 12, 2021.
- e. Vice President Nelson said that due to favorable interest rates and the District's AAA rating, the District has refinanced Measure B and C bonds 6 times, and the rate is now under 2%. When conditions are favorable, the District requests the Board of Trustees to approve a blanket refinancing resolution, and the project team refinances based on the timing of favorable interest rates. The most recent series sold in 9 minutes. Over the 6 refinances, there has been a total savings of \$46 million to taxpayers over the life of the bonds. Committee Chair, Margaret De Somma, thanked the District on behalf of the Committee and Marin County taxpayers for the savings.
- f. No questions were sent to the Bond Counsel since the last meeting.

XII. REVIEW OF COMMITTEE MEMBERSHIP

Vice President, Greg Nelson, discussed the current vacancy of Student Representative. He noted that due to the pandemic, there may be a vacancy for a while due to students being focused on the new hybrid education model. Outreach to students has occurred, but no applications have been received. Vice President Nelson noted that there is a minimum requirement of 7 members; and the extra senior member was approved by the Board of Trustees to make it easier for the Committee to get a quorum. The Board of Trustees may approve an additional business community member, pending receipt of a valid application. Committee Chair, Margaret De Somma, thanked the new members for joining, so that the Committee can have a quorum to conduct its business.

XIII. NEXT MEETING DATES

The Committee reviewed the next meeting dates and agreed that no changes to the schedule were needed. The next meeting will be an in-person meeting at the Kentfield campus.

XIV. TOPICS FOR NEXT MEETING

Committee Member, Jason Lau, proposed that the Committee formally acknowledge the District for the taxpayer savings related to the bond refinancing. Committee Chair, Margaret De Somma, agreed and suggested that the acknowledgement be included in the Annual Report letter from the Committee Chair.

XV. ADJOURNMENT

The meeting was adjourned at approximately 6:00 PM.