

**MARIN COMMUNITY COLLEGE DISTRICT
MEASURE B 2016**

**MEETING MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
January 18, 2023**

**LOCATION:
Kentfield Campus, Academic Center, Room 229**

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, MEMBERS PRESENT

Richard Jensen	Vice Chair and Representative, Senior Citizens' Organization
Margaret De Somma	Representative, At-Large
Jeff Gunderson	Representative, At-Large
Jason Lau	Representative, Support Organization

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, VACANT SEATS

Representative, Taxpayers' Association
Representative, Business Organization
Representative, Student Organization

MARIN COMMUNITY COLLEGE DISTRICT, STAFF PRESENT

Greg Nelson	VP of Administrative Services
Eresa Puch	Assistant VP of Administrative Services
Isidro Farias	Director of Capital Projects
Irmgard Witte	Administrative Assistant of Capital Projects

CONSULTANTS

Jeff Scogin	A Kennedy Group, Financial Manager
Mike Chegini	A Kennedy Group, Communications Manager
Beth Rhodes	Gilbane Building Company, Manager, Communications and Outreach
Ben Leavitt	CWDL, Auditors

I. CALL TO ORDER

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Richard Jensen at approximately 4:30 P.M. Margaret De Somma, Richard Jensen, Jeff Gunderson and Jason Lau were present, establishing a quorum.

II. APPROVAL OF AGENDA

Richard Jensen made a motion to approve the agenda with no changes. Margaret De Somma seconded the motion. The motion was carried by the Committee Members present (4 approvals).

III. ACKNOWLEDGEMENT OF SERVICE AND INTRODUCTIONS

Greg Nelson acknowledged and thanked Jim Grossi and Paul Premo for their service to the CBOC and College of Marin.

IV. ELECTION OF CHAIR AND/OR VICE CHAIR

Richard Jensen volunteered to be Chair. Mr. Jensen nominated Jason Lau for Vice Chair. Jeff Gunderson seconded the motion. The motion was carried by the Committee Members present (4 approvals).

V. APPROVAL OF MEETING MINUTES

Richard Jensen made a motion to approve the September 21, 2022 meeting minutes with no changes. Jason Lau seconded the motion. The motion was carried by the Committee Members present (4 approvals).

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

No comments from the public.

VII. COMMUNICATIONS RECEIVED VIA WEBSITE

No communications via the website.

VIII. COMMUNICATIONS FROM STAFF

Greg Nelson announced that Dr. Coon is retiring December 2023. The Board of Trustees will have a special meeting in February to begin exploring a search committee.

Convocation was held on January 18th at the James Dunn Theater on the Kentfield campus. Classes for spring semester begin on Saturday January 21st with the ESL program; all other classes begin the week of January 23rd. Enrollment for this semester is up 2.2%. Non-credit enrollment is up 60%.

April 6th is the grand opening of the Miwok Aquatic and Fitness Center. July 20th is the groundbreaking for the Bolinas Field Station. The project will go out to bid on March 15th. It is expected to be a one year build. The last week of August will be the ground breaking for the Learning Resource Center.

Richard Jensen asked whether the Miwok Pool will be open to public. Mr. Nelson shared that open lap swim begins January 31st, with 10 lanes three days per week. In April, availability increases to five days per week. Drop in charges will be \$10/day. Beginning in April and running through summer, swimmers will be able to purchase a pass. The Kentfield pool will be closed mid-May through Labor Day 2023 for replacement of the pool deck. Richard Jensen asked if the project would be paid for by the Bond; Mr. Nelson confirmed that it will be.

Margaret De Somma asked if there will be any communications to the public on Jonas Center to share how it's being used. Jonas has won three awards and currently holds 5-6 events each week. In 2022, the Jonas Center held 186 events. Events included parties, weddings, conferences, bar mitzvahs, quinceaneras, concerts, breakfast meetings and luncheons. Jonas re-opened yesterday after inventory, deep cleaning and repairs. The commercial kitchen is rented out full-time to a catering company. Mr. Nelson stated that the College has not made any promotional public announcements yet but the Center has been extensively booked without it at this point.

IX. FINANCIAL AND PERFORMANCE AUDITS FOR FISCAL YEAR 2021-2022

Ben Leavitt of CWDL presented the 2021 – 2022 Financial and Performance Audits. The College had no findings on either the Financial or Performance audits. Richard Jensen asked whether payables are based on invoices received or budget. Mr. Nelson replied that the District uses modified accrual-based accounting and close the fiscal year with accrual-based accounting. Margaret De Somma asked if the audit is done based on dollar amount or percentage. Mr. Leavitt replied that they look to get a wide breadth of samples across all vendor classes. Jeff Gunderson commented that the report was very reassuring and congratulated staff.

X. REVIEW AND APPROVAL OF ANNUAL REPORT FOR FISCAL YEAR 2021-2022

Mike Chegini presented the Measure B 2021 – 2022 Annual Report. There were no questions. Richard Jensen moved to approve; Jeff Gunderson seconded. The motion was carried by the Committee Members present (4 approvals).

XI. PROGRAM/PROJECT UPDATE

Isidro Farias presented project updates and Greg Nelson presented the Facilities Master Plan. Some highlights are: gym bleachers will be replaced Summer 2023, IVC abatement of Buildings 8 & 9 completed, part of Building 9 will

be converted to a break room. Fiscal Services is currently in a temporary space in Pomo until Building 8 is completed. The new Director of Fiscal Services is starting March 1st. New ADA parking is being created in front of Building 17. After the severe storms in January, the College experienced landslides at Building 27 and Jonas Creek areas creating severe erosion and tree falls.

XII. FINANCIAL AND COMPLIANCE ITEMS

a. Measure B 2016 Program Financial Reports for period ending 9/30/2022- Jeff Scogin presented the reports. Jason Lau asked what was included in the "Other" income category. Mr. Scogin listed Rotary Funds, COPS Funds, COPS interest, Miwok Aquatic and Fitness Center private donation, District Foundation, and District funds. Richard Jensen moved to receive and approve the FY 22/23 Q1 Financial Reports. Jason Lau seconded the motion. The motion was carried by the Committee Members present (4 approvals).

b. Bond List Revision #18 – Board Approved 11/15/22 - Jeff Scogin presented the Bond List Revision. Jason Lau asked what Academic Labs at IVC were. Mr. Nelson said this is the area where the old pool was demolished to make way for academic space. Richard Jensen asked for clarification on OCIP costs that added \$283K to the Miwok project. Mr. Nelson replied Miwok initially did not include the Dive Center. The College held the position that the Dive Center was a separate DSA, donor driven project and so should not be charged to the District. The District's legal council advised that the cost was binding.

c. Questions sent to Bond Counsel since last meeting – None.

XIII. REVIEW OF COMMITTEE MEMBERSHIP

Margaret De Somma and Jeff Gunderson can reapply to the committee after six months. Nancy McCarthy introduced herself to the committee. Ms. McCarthy's application was pulled from the BOT agenda the day before as there was a public comment at the meeting that someone else wanted to apply for the position. If no application is received, the Board of Trustees will consider Ms. McCarthy's application at the February board meeting.

XIV. NEXT MEETING DATES

The Committee reviewed next meeting dates and agreed that no changes to the schedule were needed. The next meeting is March 22, 2023 and will be an in-person meeting at the Indian Valley Campus, Building 10, Room 140, pending guidance and protocols related to the pandemic and in-person meetings.

XV. FUTURE AGENDA ITEMS

Greg Nelson suggested tours of Jonas and Miwok for committee members at the next meeting. IVC is hosting Sectionals Feb 28 - March 6, 7 A.M. - 9:30 P.M., for a four-day meet. 8,000 people are expected across all days of the tournament.

XVI. ADJOURNMENT

Richard Jensen made a motion the adjourn. Margaret De Somma seconded the motion. The meeting was adjourned at approximately 5:54 P.M.