

**MARIN COMMUNITY COLLEGE DISTRICT
MEASURE B 2016**

MEETING MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
January 28, 2026

LOCATION:
Kentfield Campus, Academic Center Building, Room 229

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, MEMBERS PRESENT

Nancy McCarthy	Chair and Representative, Taxpayers Association
Russell Miller	Vice Chair and Representative, Senior Citizens' Organization
Ericka Erickson	Representative, Support Organization
Heather Kernahan	Representative, At-Large
Jeff Gunderson	Representative, At-Large

CITIZENS' BOND OVERSIGHT COMMITTEE MEETING, MEMBERS ABSENT

MARIN COMMUNITY COLLEGE DISTRICT, STAFF PRESENT

Eresa Puch	VP of Finance and Operations
Katy Bauer	Executive Assistant, College Operations

CONSULTANTS

Mike Chegini	A Kennedy Group, Communications Manager
Jeff Scogin	A Kennedy Group, Financial Manager
Beth Rhodes	Gilbane Building Company, Program Manager, Communications and Outreach
Viviana Alonso	CWDL, Senior Associate

I. CALL TO ORDER

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Heather Kernahan at approximately 4:04 PM. Heather Kernahan, Jeff Gunderson, Ericka Erickson, and Russell Miller were present, establishing a quorum. Chair, Nancy McCarthy joined the meeting at approximately 4:06 PM.

II. INTRODUCTIONS

The two new members introduced themselves: Ericka Erickson, representing a support organization, and Russell (Russ) Miller, representing a senior citizens' organization. Jeff Gunderson, a previous community at-large representative for both Measure B (2016) and Measure C (2004), also introduced himself.

III. APPROVAL OF AGENDA

Mr. Gunderson made a motion to approve the agenda with no changes. Mr. Miller seconded the motion. The motion was carried by the Committee members present (5 approvals/5 members present).

IV. ELECTION OF CHAIR/VICE CHAIR

Mr. Gunderson made a motion to nominate Ms. McCarthy as the Chair. Mr. Miller seconded the motion. The motion was carried by the Committee members present (5 approvals/5 members present). Mr. Gunderson made a motion to nominate Mr. Miller as the Vice Chair. Ms. McCarthy seconded the motion. The motion was carried by the Committee members present (5 approvals/5 members present).

V. APPROVAL OF APRIL 16, 2025 MEETING MINUTES

Ms. Kernahan motioned to approve the April 16, 2025 meeting minutes. Ms. McCarthy seconded the motion. The motion was carried by the Committee members who were present at the April 16, 2025 meeting (2 approvals/5 members present).

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no comments from the public.

VII. COMMUNICATIONS RECEIVED VIA WEBSITE

There were no communications received via the website.

VIII. COMMUNICATIONS FROM STAFF

Ms. Puch welcomed the committee and thanked them for their service. Ms. Puch provided a district update on spring convocation which occurred on January 15, commencement which will be on May 22, enrollment which has continued to increase (2024-25 academic year closed with a 4% increase over prior academic year), the Center for Student Success grand opening on February 4, and the Plan 2030 strategic priorities. Ms. McCarthy asked for more information about enrollment, and transfers. Ms. Puch directed her to the Fact Book on the Planning, Research and Institutional Effectiveness (PRIE) webpage, which contains statistics on enrollment, transfers, and geographical location of student body. Ms. McCarthy asked whether the District has lost federal funding. Ms. Puch said that the Open Educational Resources/Zero Textbook Cost program, previously funded by the federal government is now being funded by the District.

IX. FINANCIAL AND PERFORMANCE AUDITS FOR FY2024-2025

Viviana Alonso, Senior Associate from CWDL, presented the FY2024-2025 financial and performance audits. The financial statements as of June 30, 2025 were fairly represented in all material respects. In response to a question from the committee, Ms. Alonso shared that the auditors received expenditure data from staff. Out of \$38 million in expenditures, their firm tested \$27 million, or 70% of the population. Ms. Alonso further confirmed that bond counsel confirmed all selections tested were compliant. Ms. McCarthy requested cost details about the Fine Arts building litigation; however, Mr. Scogin noted that this building was funded by the Measure C (2004) bond which is outside the scope of this committee's purview. Ms. McCarthy also requested the total costs spent on cultural mitigation. Ms. Alonso concluded her report by stating that their firm provided an unmodified opinion on the financial statements, and there were no performance exceptions for the fiscal year ended June 30, 2025. Ms. Alonso congratulated the District on a clean audit.

X. REVIEW AND APPROVAL OF THE ANNUAL REPORT FOR FY2024-2025

Mr. Chegini presented the annual report to the committee. Ms. McCarthy requested including updated pictures of the Center for Student Success, which is now complete. The next step is for the Chair to present to the Board of Trustees at their meeting on Feb. 17. Ms. Bauer will coordinate with Ms. McCarthy. Ms. Kernahan motioned to approve the annual report with the updated pictures. Mr. Miller seconded the motion. The motion was carried by the Committee members present (5 approvals/5 members present).

XI. PROGRAM/PROJECT UPDATE

Ms. Rhodes gave a presentation that included the Center for Student Success (CSS) building, which is now complete, occupied and open. She noted that although the building is complete, there will be "swing space" costs associated with the CSS opening, including Fusselman Hall reverting back to classrooms and offices from being the temporary library during construction, and the removal of portables over the next one and a half years. Ms. Rhodes also presented the PE Complex/Pool Renovation project, necessary due to cracks in the pool, decking, and plaster. The project includes plaster/decking replacement, DSA mandated minor repairs in the PE locker rooms, team/staff locker rooms and restrooms, and also parking lot ADA upgrades. Included in the PE complex renovations is a replacement of the gymnasium bleachers which are out of compliance. The pool will reopen in April, and the bleachers will be replaced by end of summer. The Performing Arts Fire Curtain is out of compliance and requires replacement. The team is finalizing DSA review and submittal, with planned replacement in June, and completion by end of summer. The Baseball Field Safety Upgrades project is a partnership with MCOE to protect students and staff at neighboring Grant Grover school from foul balls. In response to a question from the committee, Ms. Puch said that the Board of Trustees approved \$500,000 in bond funds for this project; however, the cost sharing between MCOE and COM has not been worked out yet. At the Indian Valley campus, Building 12 is being reviewed for program validation and renovation to become a student center. In response to a question from the committee, Ms. Rhodes said the current funding is only for the study and design of the building.

XII. FINANCIAL AND COMPLIANCE ITEMS

- a. Measure B 2016 Program Financial Reports for period ending 9/30/2025 - Mr. Scogin presented the reports, and gave an overview of the Whole Program Report. As of September 30 (Quarter 1), \$1.9 million of taxable interest that had not been allocated. In response to a question from the committee, Mr. Scogin said that “furniture & equipment” could include vehicles, computers, technology, desks, chairs, etc. Ms. McCarthy requested a list of equipment suppliers, compared to CWDL’s selections. Mr. Scogin then presented the Project Summary Report as of 9/30/2025. Approximately \$7.5 million was spent in this quarter, most of which was construction of the CSS. Mr. Scogin noted that the negative number for Building 17/Fire Foundry was an accrual reversal, indicating expenses at June 30 that didn’t have an invoice and needed to be accounted. Mr. Gunderson motioned to accept the Measure B 2016 Program Financial Reports for period ending 9/30/2025. Ms. Kernahan seconded the motion. The motion was carried by the Committee members present (5 approvals/5 members present).
- b. Measure B 2016 Program Financial Reports for period ending 6/30/2025 – Mr. Scogin presented the Project Summary Report for Quarter 4, and noted that approximately \$14.7 million costs were spent mainly on the CSS, and PE Complex projects. Mr. Scogin explained that the negative amount in Program Management/District Staff is related to an annual procedure referred to as “overhead spread” allocation where contingency can be applied to the budget of projects active during the fiscal year. In response to a question from the committee, Ms. Puch stated that District staff are not charging any time this fiscal year on the bond. Ms. Kernahan motioned to accept the Measure B 2016 Program Financial Reports for period ending 6/30/2025. Mr. Miller seconded the motion. The motion was carried by the Committee members present (5 approvals/5 members present).
- c. Measure B 2016 Program Financial Reports for period ending 3/31/2025. Mr. Scogin presented the reports.
- d. Bond List Revision (BLR) #25 - Board approved June 17, 2025, #26 – Board approved August 19, 2025, and #27 – Board approved November 18, 2025. Mr. Scogin presented the bond list revisions and shared that the bond project list needs to tie back to the original language of the Measure B bond ballot to avoid legal challenges. Best practice is to have any modifications to the project list name, scope, number, or budget be approved by the Board of Trustees. BLR #25 included a transfer of funds to the Performing Arts Fire Curtain replacement, and allocation of interest. BLR #26 is the administrative overhead allocation at end of the fiscal year, where funds are transferred out of Program Management/District Staff, and transferred into active projects (net zero transfer). BLR #27 acknowledged interest and added additional funding for Building 12.
- e. Questions sent to bond counsel since the last meeting – None.

XIII. NEXT MEETING DATES

The committee discussed changing the location of the March 18, 2026 meeting to the Kentfield campus, keeping the June 17, 2026 meeting at the Kentfield campus, keeping the September 16, 2026 meeting at the Indian Valley campus, and keeping January 20, 2027 meeting at the Kentfield campus.

XIV. REVIEW OF COMMITTEE MEMBERSHIP

Ms. Bauer will reach out to the Director of Student Activities and Advocacy to recruit for a student, and will look into posting an advertisement at the Center for Student Success Library or Pink Owl Cafe.

XV. FUTURE AGENDA ITEMS

The committee requested a list of vendors related to furniture, fixtures & equipment (FF&E) expenditures, a list of FF&E expenditures tested by CWDL, and an update on cultural mitigation (midden) costs (if the costs are finalized by the time of the next meeting).

XVI. ADJOURNMENT

Mr. Gunderson made a motion to adjourn. Ms. Kernahan seconded the motion. The meeting was adjourned at approximately 5:40 PM.