



## Citizens' Bond Oversight Committee

### Meeting Minutes

January 23, 2020 – 6:00 p.m.

Gavilan College, Hollister Campus-Briggs Bldg., Room 2  
365 4<sup>th</sup> Street, Hollister, CA 95023

<b>Present:</b>	John Gould Gordon Machado Jim Rogers John Flaherty Caleb Dixon Elvira Robinson	Community At-Large Business Community Senior Citizens' Organization Community At-Large Student Support Organization
<b>Absent:</b>	Judi Johnson	Taxpayers Association
<b>Staff:</b>	Dr. Kathleen Rose Michael Renzi Wade Ellis  Ann Kennedy Matt Kennedy Mike Chegini Carol Anderson	Superintendent/President Vice President, Administrative Services Associate Vice President, Business Services and Security Financial Manager, AKG Program Manager, AKG Communications Manager, AKG Program Support, AKG

1. CALL TO ORDER

The meeting was called to order at 6:01 PM with a quorum by John Gould.

2. APPROVAL OF AGENDA

Gordon Machado made a motion to approve the agenda, seconded by Elvira Robinson. The agenda was approved as presented.

3. APPROVAL OF OCTOBER 24, 2019 MINUTES

Gordon Machado made a motion to approve the minutes, seconded by Jim Rogers. The minutes were approved as presented.

4. COMMENTS FROM THE PUBLIC – There were no comments from the public.

5. COMMUNICATIONS RECEIVED BY COMMITTEE MEMBERS – There were no communications received by committee members. The committee requested that the meeting packets be mailed to them two weeks prior to the meeting.

6. STAFF REPORTS

Dr. Rose informed the committee about the San Benito County Campus Community meeting being held on January 28, 2020 at Paines Restaurant. She also gave an update on the San Benito County Campus Planning Committee's recent campus tour to visit other community college sites to get a feel for what they would like to see at the new San Benito County Campus site.

Mr. Damon Felice was introduced to the committee. Felice Consulting Services will be the San Benito County Campus project manager.

7. MEASURE X FINANCIAL AND PERFORMANCE AUDIT REPORTS

Pam Freeman of Gilbert CPA's reviewed the Measure X Financial and Performance audit reports. Both audits received an unmodified opinion which is the highest opinion. There were no findings, comments or recommendations.

8. REVIEW AND APPROVAL OF THE 2018-2019 ANNUAL REPORT

Mr. Chegini reviewed the annual report with the committee. Once the committee approves the annual report, Mr. Gould, Committee Chair, will present the report to the Board of Trustees at the February meeting.

The committee would like to see the link to the annual report distributed via the Measure X website, the Measure X newsletter, emails, etc. Dr. Rose suggested that the annual report link be an insert in the District's annual report.

The committee would like to receive a printed copy of all future annual reports two weeks prior to the meeting in which it will be acted on.

Elvira Robinson made a motion to approve the 2018-2019 Annual Report, seconded by John Flaherty. The 2018-2019 Annual Report was approved as presented.

9. PROGRAM OVERVIEW AND PROJECT UPDATES

Ann Kennedy and Matt Kennedy gave a program overview and project update noting the following:

- Damon Felice, Felice Consulting Services, is the main point of contact for the community and local agencies for the San Benito County Campus.
- Dividend Homes owns the property located north of the District's property. The District is in on-going negotiations to share improvement costs with Dividend Homes. Mr. Rogers asked how many acres the Dividend property is and how costs will be shared. Mr. Kennedy noted that the Dividend Homes property is approximately 80 acres and that the share of cost will depend on the item.
- Ruggeri-Jensen-Azar (RJA), the District's civil engineer, has completed a topographic survey of the San Benito County Campus project and has submitted an improvement plan for Fairview Road to the county.
- Communications from the District are sent via Email, Newsletters, and social media. All communications always point to the Measure X website.

10. PROGRAM FINANCIAL UPDATES

Ms. Kennedy reviewed the 2019-2020 1<sup>st</sup> quarter Project Summary Report and Whole Program Report with the committee. These reports are from inception of the bond program through the 1<sup>st</sup> quarter of 2019-2020.

Elvira Robinson made a motion that the 2019-2020 Project Summary Report and Whole Program Report be received and accepted by the committee as presented. Caleb Dixon seconded the motion. All agreed, the motion carried.

11. FUTURE MEETING DATES

The following CBOC meeting dates were agreed upon:

- April 23, 2020, Coyote Valley Site
- July 23, 2020, TBD
- October 22, 2020, TBD

12. TOPICS FOR NEXT MEETING

In addition to the standing agenda topics, we will review and discuss the member term chart. Unless requested by the committee there are no special items scheduled for the next meeting.

13. ADJOURNMENT

A motion was made by Jim Rogers to adjourn the meeting. The motion was seconded by Gordon Machado. The meeting was adjourned at 7:10 p.m.