



Measure X Citizens' Bond Oversight Committee

Meeting Minutes

January 21, 2025 – 6:00pm-7:30pm

Gavilan College – Hollister Campus, Community Room

1. OPENING ITEMS

A. Call to Order

The meeting was called to order at 6:09 pm by the Committee Chair, Ms. Robinson.

B. Roll Call

CBOC Members Present

Elvira Robinson, Committee Chair

Thomas Andrade, Committee Vice Chair

Pamela Brown

Michael Dziuba

Gordon Machado

Support Organization

Community-at-Large

Community-at-Large

Taxpayers Association

Business Community

CBOC Members Absent

Jim Rogers

Sajiv Jampani

Senior Citizens' Organization

Student Organization

Additional Attendees

Dr. Pedro Avila

Serafin Fernandez

Marilyn Morikang

Mike Loganbill

Katie Brewer

Damon Felice

Solesne La Rock

President/Superintendent

Director of Capital Projects

Vice President of Administrative Services

Program Manager, Volz Company

Program Manager, Volz Company

Construction Manager, Felice Consulting Services

Construction Manager, Brailsford & Dunlavey

C. Approval of Agenda

Yea: 5, Nay: 0, Absent: 2

Final Resolution: Motion Carries

D. Approval of October 15, 2024, Meeting Minutes

Yea: 5, Nay: 0, Absent: 2

Final Resolution: Motion Carries

E. Comments from the Public

There were no comments from the public.

F. Communications Received via the Measure X Website

There were no public comments received via the Measure X website since the last meeting.

2. INFORMATION

A. President's Update

Dr. Avila provided the committee with the following updates:

- Opening of Hollister Campus for Spring semester
 - 1. Overall positive response from community
- Community Room is available for public use and several groups have already used it
 - 1. San Benito Workforce Board
 - 2. Hollister Leadership
- Technology is easy to use and helps minimize media services needing to be on-campus
- Enrollment on Hollister Campus is around 600 students compared to last spring in the Briggs building of 389 – predict that Spring enrollment will end around 800 students
 - 1. Capacity on Hollister Campus is 2,000 students
- Spring 2025 is the first semester since Free Tuition has ended, but enrollment numbers do not seem to be affected
- Convocation will be hosted at Hollister Campus on Friday, 1/29
 - 1. Estimate around 200 staff to participate
 - 2. Will use general classrooms for overflow from Community Room which will allow everyone to see how the technology works
- Updated intersection of Fairview Rd and Cielo Vista Dr to allow for a four-way stop
- There is not a bus route established yet. Working with COG to incorporate Hollister Campus into the route. COG said that we should hear more by March.
 - 1. Working with Uber to set up free rides to/from campus
- Recently hired a new Director for the Foundation
 - 1. Anna Quiones – started on 1/13
 - a. Working to grow the endowment and work with the donors

B. 2023-2024 Bond Performance and Finance Audit Report

Marilyn Morikang (VP of Administrative Services) reviewed the 2023-2024 bond performance and finance audit. It was audited by our independent auditors Eide Bailly. The bond program did have a clean audit. The responsibility of the auditors was to express their opinion on whether the financial statements were prepared fairly and were represented fairly in all material respects in accordance with the accounting principles generally accepted in the US. They are also responsible for communicating significant matters related to the audit to the Board of Trustees.

Scope of work for the bond audit:

- Provide all expenditures for the bond program
- Sample selection of expenditures using different criteria's
 - Look at expenditures that are significantly high as well as expenditures for all our projects
 - They ask for invoice numbers, purchase orders, contracts, etc. to make sure we are doing what we are telling our Board we are doing and we are following the best processes and procedures

This is the third year the District has had a clean audit on all financials including Measure X.

It is recommended that auditors be switched every five years, the District released an RFP in December to solicit proposals for a new auditor.

C. CBOC Board Member Updates

Katie Brewer (Program Manager) provided an update to our board member terms. The entire committee thanked Jim Rogers and Gordon Machado for their service to the Measure X CBOC. Both members have served three terms. Pamela Brown and Thomas Andrade agreed to a second term to represent the Community-at-Large. We do need to fill the seats for Senior Citizens' Organization and Business Community. The positions have been publicized in local newspapers, through word of mouth, Measure X website and newsletters.

D. Quarterly Bond Expenditures

Katie Brewer (Program Manager) reviewed the fiscal year 2024-2025, Q1 Whole Program Report, Project Summary Report and the Sub-Project Detail Report with the committee. These reports are from inception of the bond through September 30, 2025.

Expenditures during the first quarter of 2024/25 were \$13,596,791 bringing the overall expenditures to \$94,808,000.

Highlights for the first quarter include:

- Hollister Campus, LSRC and Site Improvement projects had the most spending during Q1
 - Monument Signs construction completed in August 2024
 - Underground Infrastructure Relocation (UIR) – Increment 0 of LSRC began in July 2024

E. Measure X Updates

Katie Brewer and Mike Loganbill (Program Managers), Construction Managers (Damon Felice and Solsene La Rock) provided updates on all Measure X projects. The full PowerPoint is available [here](#) or attached to item 2E – Measure X Updates on the BoardDocs agenda.

3. ACTION ITEMS

A. 2023-2024 Measure X Annual Report

The working group for the 2023-2024 Citizens' Bond Oversight Committee Measure X Annual Report has worked with the Program Manager to prepare the 2023-2024 annual report for approval. The committee members that were part of this group were Gordon Machado, Thomas Andrade and Mike Dziuba. It is the working group's recommendation that the full CBOC group approve the Annual Report as presented and it will be submitted the Board of Trustees in February. The Annual Report will also include the audited Bond Performance Finance Audit Reports.

Yea: 5, Nay: 0, Absent: 2

Final Resolution: Motion Carries

4. CLOSING ITEMS

A. Adjournment

Aye: 5, Nay: 0, Absent: 2

Final Resolution: Motion Carries

Meeting was adjourned at 7:24 pm