



## Measure X Citizens' Bond Oversight Committee

### Meeting Minutes

September 16, 2025 – 6:00pm-7:30pm

Gavilan College – Library, Room 170

#### 1. OPENING ITEMS

##### A. **Call to Order**

The meeting was called to order at 6:04 pm by the Committee Chair, Ms. Robinson.

##### B. **Roll Call**

###### CBOC Members Present

Elvira Robinson, Committee Chair

Support Organization

Thomas Andrade, Committee Vice Chair

Community-at-Large

Michael Dziuba

Taxpayers Association

Pamela Brown

Community-at-Large

###### CBOC Members Absent

Zain Yahya

Business Community

Position Vacant

Senior Citizens' Organization

Position Vacant

Student Organization

###### Additional Attendees

Dr. Pedro Avila

Superintendent/President

Serafin Fernandez

Director of Capital Projects

Mike Loganbill

Program Manager, Volz Company

Katie Brewer

Program Manager, Volz Company

Rudy Alejo

Construction Manager, Felice Consulting Services

Solesne La Rock

Construction Manager, Brailsford & Dunlavy

##### C. **Approval of Agenda**

Yea: 4, Nay: 0, Absent: 3

Final Resolution: Motion Carries

##### D. **Approval of April 18, 2025, Meeting Minutes**

Yea: 4, Nay: 0, Absent: 3

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:

- Busy semester with enrollment up at Hollister and Gilroy
  1. Approximately 750 students at Hollister
  2. Gilroy campus is up 2-3%
- The District is not pushing for growth because the College has exceeded state funding
  1. The budget is stable but the College is not able to grow
- Dr. Fayek (VP of Academic Services) has been adjusting the schedule to cancel classes where there is no growth and adding additional courses where there is demand
- Surplus of hiring for the District
  1. Director of Library, Learning Resources and Distance Education – Carolyn Norman
  2. Dean of Arts, Humanities and Social Science – Carla Johnson
  3. Dean of Nursing and Allied Health – Sana Massad
  4. New Librarian – Tara Myers (internal candidate)
  5. (2) IT Specialists
- Preparing for accreditation visit – this occurs every 7 years
  1. Over the last year, the District has created an institutional self-assessment report
    - a. Submitted to the State in August (currently under review)
    - b. Will visit in March 2026
  2. Quality improvement process to review HR, Finance, Student Success, Academic Affairs, Student Services
- Foundation is working on updating by-laws, procedures, and that all Directors are renewed
  1. Due to help from the Director, donations have been increasing
- STEM Center Design Build Entity selected (Swinerton | SmithGroup)
- LSRC Topping Out Ceremony planned for September 22<sup>nd</sup>
- Football team won recently due to help of new coaching staff
  1. Games are played at Gilroy High School
- Three grants that were for Hispanic Serving Institutions (HSI) were recently defunded by the Department of Education
  1. STEM Grant (had 1 year remaining, \$1M)
  2. Dual-Enrollment Grant (still had 3 years remaining, \$1.8M)
  3. Final grant was ending in 2025 (no effect)
- Due to good budgeting and money in the District reserves, they were able to mitigate this grant cut and give employees a soft landing to avoid layoffs. Working to put them on hard money or find different positions.

### B. **Quarterly Bond Expenditures**

Katie Brewer (Program Manager) reviewed the fiscal year 2024-2025, Q3 and Q4 Whole Program Report, Project Summary Report and the Sub-Project Detail Report with the committee. These reports are from inception of the bond through June 30, 2025.

Expenditures during the third and fourth quarters of 2024/25 were \$17,286,152, bringing the overall expenditures to \$129,002,082.

Highlights for the third and fourth quarters include:

- Hollister, LSRC and Roofing Upgrade projects had the most spending during Q3 and LSRC and Roofing Upgrades had the most spending during Q4:
  - Food Pantry Relocation (part of LSRC project) had delivery of equipment in January 2025 and ribbon cutting ceremony in March 2025
  - IT – Fiber Loop completed January 2025 and Network Upgrade to be completed by end of 2025
  - Roofing Upgrade (Math and Student Center) to be completed by the end of July 2025
  - LSRC Inc 1 (Site) construction began February 2025 and Inc 2 (Building) construction began June 2025

### **C. Measure X Updates**

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

## **3. ACTION ITEMS**

### **A. Preparations for Annual Report**

Katie Brewer (Program Manager), requested 3 volunteers to help the Capital Projects Team to review the 2024-2025 annual report. Ms. Robinson requested that the volunteers represent the different cities within the District if possible. Pamela Brown (San Benito), Mike Dziuba (Morgan Hill), and Tom Andrade (Morgan Hill) all volunteered. Mid-November will be the first draft, and it will be presented to the entire committee in January.

### **B. Election of Chair and Vice Chair**

Ms. Robinson requested volunteers for both Chair and Vice Chair. Elvira Robinson nominated Thomas Andrade as the new Chair and Michael Dzuiba seconded the nomination. There were no other committee members who wanted to run against him. Thomas Andrade nominated Pamela Brown as the new Vice Chair and Michael Dzuiba seconded the nomination. There were no other committee members who wanted to run against her. All members present voted in favor of Mr. Andrade and Ms. Brown to serve in their new positions.

### **C. Member Term Chart and Future Meeting Dates**

Elvira Robinson will have served three terms as of October 2025 representing the Support Organization. The College is actively looking to fill the current vacant positions (Senior Citizens' Organization, Student Representative and Support Organization).

The group discussed having three or four meetings a year with the Program Manager bringing options of what both scenarios would look like for 2026. It was agreed that the next meeting will be held on January 27, 2026.

#### **4. CLOSING ITEMS**

##### **A. Next CBOC Meeting**

The next meeting will be on Tuesday, January 27, 2026, at the Gilroy Campus in the Library, Room 170. The meeting will start at 6:00 PM (PST).

##### **B. Adjournment**

Aye: 4, Nay: 0, Absent: 3

Final Resolution: Motion Carries

Meeting was adjourned at 7:18 pm