



Citizens' Bond Oversight Committee
Minutes for Tuesday, September 10, 2019

3:30 – 5:00 p.m.

Fiscal Services Building Large Conference Room

Meeting Participants

Committee Member(s) Present

Steve Bayard (Member-At-Large, East Valley); Vicki Shepard (Tax Payers' Association); Margie Eklund (Senior Citizen Group Representative); Aaron Willms (Student Representative)

Committee Member(s) Not Present

Vern Kozlen (Chair and College Support); Andrew Harker, Ed.D (Vice Chair and Member-At-Large, West Valley); Becky Broughton (Business Representative)

District Official(s) Present

Joel L. Kinnamon, Ed.D. (Superintendent/President); Fred Jandt, Ph.D. (Trustee); John Ramont (Vice President, Administrative Services); John White (Executive Director, Bond Program & Facilities Planning)

District Official(s) Not Present

None

Guest(s)

Scott Adkins, Ed.D. (Director, Education Centers, West Valley); Jessica Enders (Director, Education Centers, East Valley)

Bond Management Representative(s) Present

Mac McGinnis (Program Manager, MAAS Companies)

Bond Management Representative(s) Not Present

None

Recorder

David DeSpain (MAAS Companies, Bond Management Office)

Meeting Minutes

1. Call to Order/Roll Call

- S. Bayard volunteered to facilitate the meeting since both Chair V. Kozlen and Vice Chair A. Harker were not in attendance. The meeting was called to order at 3:32 p.m.

1.1 Public Comments (optional)

- No comments from the public

2. Action Items

2.1 Approval of Agenda

- A motion was made by M. Eklund to approve the September 10, 2019 Meeting Agenda. V. Shepard seconded. No opposed. Motion was passed.

2.1 Conclusion (optional)

- September 10, 2019 Meeting Agenda was approved as presented.

2.1 Follow-up Items

2.1 Task of

2.1 Due by

None	None	None
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2.2 Approval of June 11, 2019 Minutes

- M. Eklund brought to the attention of the committee that the minutes included two questions on item 7.0 posed by Vice Chair, A. Harker concerning proceeds and expenditures to J. Ramont of the District. She believes at past meetings, these questions were posed to both M. McGinnis of the Bond Office and to J. Ramont of the District. A discussion ensued and noted that the proceeds and expenditures questions will be posed to both M. McGinnis and J. Ramont. However, J. Ramont noted that ultimate responsibility for the Bond funds lies with his office.
- A motion was made by M. Eklund to approve the June 11, 2019 Meeting Minutes. V. Shepard seconded and S. Bayard abstained. All in favor. No opposed. Motion was passed.

2.2 Conclusion

- June 11, 2019 Meeting Minutes were approved as presented.

2.2 Follow-up Items

2.2 Task of

2.2 Due by

None	None	None
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2.3 Reappointment/Appointment Process

- J. Ramont reviewed the appointment/reappointment process for the Citizens' Oversight Committee. He explained that the committee is made up of 7 members (6 members from the community and 1 student representative from College of the Desert). The District advertises locally and solicits appropriate community groups when there is a committee membership opening. The President of College reviews the application(s) and recommends a candidate to the Board of Trustees for approval.

- Aaron Willms is the new student representative on the Citizens' Oversight Committee for College of the Desert. He introduced himself and explained that this is his third year at the College. His major is Political Science and he is currently seeking enrollment at several universities. He additionally shared that his ultimate goal is to attend law school to become an attorney.

2.3 Conclusion

- There were no questions regarding the appointment or reappointment process.
- Everyone welcomed student representative Aaron Willms to the committee.

2.3 Follow-up Items	2.3 Task of	2.3 Due by
None	None	None

2.4 Election of Officers

- A motion was made by V. Shepard to table the election of officers until the next committee meeting since three of the committee members were not in attendance. S. Bayard seconded. All in favor. No opposed. Motion was passed.

2.4 Conclusion

- Election of officers for the College of the Desert Citizens' Oversight Committee will be postponed until the next meeting on December 10, 2019.

2.4 Follow-up Items	2.4 Task of	2.4 Due by
Election of Officers will be added to the December 10, 2019 Agenda	D. DeSpain	None

2.5 Bond Projects Update & Bond Project Financial Report

- M. McGinnis reviewed the District's projects and Bond financial updates located in the Measure B and Measure CC Bond Citizens' Oversight Committee Report dated September 10, 2019.
- V. Shepard asked why the Indio Expansion Project budget was listed at \$56,884,475.00 and that the Palm Springs Campus Project projected budget was listed at only \$31,082,122.00. Both M. McGinnis and J. White explained that the projected budget for the Palm Springs Campus Project included only the initial purchase of the property and the cost of the demolition phase of the project.
- S. Bayard inquired if the cost of the Palm Springs Project included any hazardous material removal. M. McGinnis explained that this cost was included in the demolition project budget.

2.5 Conclusion

- Committee Members were briefed on current and completed projects and financials under the Measure B and Measure CC Bond Programs.

2.5 Follow-up Items	2.5 Task of	2.5 Due by
None	None	None

2.6 Follow-up on Facilities Master Plan

- J. White distributed a draft of the Desert Community College District Vision 2030 Facility Master Plan Summary. He explained that in the spring of the 2017-2018 academic year, the College of the Desert started to develop a new Facilities Master Plan intended to address current and future facility needs on a districtwide basis. Outreach measures were implemented including the creation of the Facilities Master Plan website. Additionally, stakeholders were identified and formed into the Facility Plan Advisory Taskforce that worked in conjunction with the normal business of the Facilities Advisory Committee. Early in the process, which was facilitated by Cambridge West, a professional planning consultant, monthly planning meetings were conducted with the Facilities Advisory Committee and the Facility Master Plan Advisory Taskforce and various other stakeholder groups including students, faculty, staff, and campus leadership. The College worked with Cambridge West for six months and the process is currently wrapping up and will result in a Facility Master Plan that anticipates the capital needs for the District through the year 2030. J. White emphasized that the document is meant to inform/guide the District and is intended to be updated and be used as a tool by the District for long term physical and capital planning and development
- V. Shepard asked if the Facilities Master Plan addresses future enrollment numbers in the East Valley. J. White explained that page two of the summary describes how programmatic elements of each campus location will be organized. The East Valley's rapidly growing population and Indio Campus Expansion is specifically addressed on page 2 of the summary.
- V. Shepard requested that a Facilities Plan update be provided at the next Citizens' Oversight Committee meeting.

2.6 Conclusion

- Committee Members were briefed on the Facilities Master Plan for College of the Desert.
- An Update to the Facilities Master Plan will be provided at the next Citizens' Oversight Committee Meeting.

2.6 Follow-up Items	2.6 Task of	2.6 Due by
Include a Facilities Master Plan Update on the 12/10/19 COC Meeting Agenda	D. DeSpain	None

3. Information/Discussion Items

3.1 Online Training with Statewide Organization of Citizens' Oversight Committees

- Trustee F. Jandt distributed a handout from the California League of Bond Oversight Committees (CaLBOC) website. CALBOCs mission is to promote school district accountability by improving training and resources available to California's Prop 39 school bond oversight committees, educating the state legislature, local school boards, and the public about the oversight and reporting power these Citizens' Bond Oversight Committees (CBOCs) have, and to advocate on a state level, where appropriate, on issues of common concern to all CBOCs.
- Trustee F. Jandt explained that the website has some limited resources, which includes links to government code and online training.

3.1 Conclusion (optional)

- Committee Members were briefed on the California League of Bond Oversight Committees website.

3.1 Follow-up Items	3.1 Task of	3.1 Due by
None	None	None

4. Future Agenda Topics

- 2018-2019 Annual Report
 - M. McGinnis informed the committee that the Bond Office will start working on the 2018-2019 Annual Report soon and the report will be distributed at the March 10, 2020 meeting.
- 2018-2019 Financial and Performance Audit
 - J. Ramont informed the committee that the financial and performance audit will occur after the end of the year and that a presentation of the findings to the committee will be conducted at the March 10, 2020 meeting.

5. Questions for the District

- S. Bayard posed two questions to both J. Ramont and M. McGinnis, concerning Bond proceeds and expenditures

- 1. "Are you aware of any Bond proceeds that were expended for purposes other than those set forth in Measure B or Measure CC?" Both J. Ramont and M. McGinnis responded, "No".
- 2. "Are you aware of any Bond proceeds that were expended for any teacher or administrative salaries of the College or for the operating expense?" Both J. Ramont and M. McGinnis responded, "No".

6. Adjournment

The committee adjourned at 4:08 p.m.

Next Meeting

Tuesday, December 10, 2019

3:30 – 5:00 p.m.

North Annex Conference Room