



**Minutes of the Regular Meeting of the Citizens' Bond Oversight Committee
(Oversight of Measure G and C Bonds)
Tuesday, June 7, 2022**

Members Present:

Joan Barram (Vice-Chair)
Nancy Breneau (arrived 3:27 p.m.)
Marge Bruno
Ty Conner (arrived 3:28 p.m.)
Bruce Tolley (Chair)

Staff Present:

Joel Cadiz
Susan Cheu
Jory Hadsell
Lloyd Holmes
Welianto Liu
Carla Maitland
Jennifer Mahato
Judy Miner
Raquel Puentes-Griffith
Tonette Torres
Myisha Washington
Bret Watson

A Kennedy Group (AKG) Present:

Mike Chegini

REGULAR MEETING – PUBLIC SESSION

Committee Chair Bruce Tolley called the meeting to order at 3:07 p.m.

Public Comment

No members of the public addressed the committee.

Approval of Minutes for March 8, 2022

Action: Approved the draft minutes of the March 8, 2022, Regular Meeting of the Citizens' Bond Oversight Committee meeting (Oversight of Measures G and C Bonds).

Motion by Joan Barram, second by Marge Bruno.

Final Resolution: Motion carries

Aye: Joan Barram, Nancy Bremeau, Marge Bruno, Ty Conner, Bruce Tolley

COMMITTEE BUSINESS

1. Approval of the Agenda

Action: Approved the agenda as presented.

Motion by Joan Barram, second by Nancy Bremeau.

Final Resolution: Motion carries

Aye: Joan Barram, Nancy Bremeau, Marge Bruno, Ty Conner, Bruce Tolley

2. Correspondence Received by Members

No correspondence was reported.

3. Committee Membership Update and Membership Term Staggering

Vice Chancellor Cheu stated the Business Services Office is currently recruiting a Student Representative to fulfill the vacancy on the Citizens' Bond Oversight Committee and hopes to have the seat filled soon.

Action: Committee members Joan Barram and Marge Bruno volunteered to serve a second one-year term that would expire as of June 30, 2023, and by doing so will create a staggered committee membership progressing forward.

Motion by Joan Barram, second by Marge Bruno.

Final Resolution: Motion carries

Aye: Joan Barram, Nancy Bremeau, Marge Bruno, Ty Conner, Bruce Tolley

4. Nominate and select committee Chair and Vice-Chair

No action was taken as the committee requested to defer this item at their next scheduled meeting taking place on Tuesday, September 13.

5. Overview of Measure G Project Planning Process

Joel Cadiz, the Executive Director of Facilities and Operations provided the committee with an overview of the typical steps that a bond project goes through from project inception to project completion.

6. Measures G and C General Obligation Bond Program Planning Update

Joel Cadiz, the Executive Director of Facilities and Operations provided the committee with an update in regard to the Request for Proposal (RFPs), bids, and current projects that are underway in both the Measure G and C bond programs.

7. Nomination of Ad Hoc Work Group

Action: Bruce Tolley, Ty Conner and Nancy Bremeau volunteered to serve on the Ad Hoc Work Group to discuss proposed edits for the quarterly meeting agendas and proposed edits for the 2021-22 Citizens' Bond Oversight Committee's Annual Report.

Motion by Marge Bruno, second by Joan Barram.

Final Resolution: Motion carries

Aye: Joan Barram, Nancy Bremeau, Marge Bruno, Ty Conner, Bruce Tolley

MEASURE G REPORTS

8. Projects Financial Update

Vice Chancellor Cheu reported most of the Measure G bond work is still currently seen in the district-wide projects and Educational Technology Services (ETS) at this time. She did note that more activity will be seen in future reports as we begin to enter into professional design services with architects and service orders.

9. Bond List Revisions

Raquel Puentes-Griffith, the Executive Director of Fiscal Services explained the new structured format for all Measure G bond list revisions.

She described the three bond list revision categories as follows:

- **Substantive** – Establishes a new project, changes an existing project budget by \$250,000 or more and/or changes a scope significantly; cancels a Board-approved project. These changes require advanced action for Board approval. Changes are processed in the financial system and reflected in financial reports after Board approval.
- **Non-Substantive** – Changes an existing project budget by less than \$250,000 and/or changes scope in minor manner. These changes require advanced action for Board approval. Changes are processed in the financial system and reflected in financial reports after Board approval.
- **Technical** – Changes that are routine or administrative in nature and necessary for accurate and timely reporting. These changes will be submitted to the Board for approval by ratification after they are processed in the financial system and reflected in financial reports.

Raquel Puentes-Griffith reported there was two Bond List Revision for Quarter 3 of fiscal year 2021-22 that were approved by the Board of Trustees at the February 14, 2022, and the March 14, 2022 Board meeting.

MEASURE C REPORTS

10. Projects Financial Update

Vice Chancellor Cheu conveyed that both campuses are continuing to reallocate Measure C dollars to various projects on the campuses through Bond List Revisions.

11. Bond List Revisions

Raquel Puentes-Griffith reported there were two Bond List Revisions for Quarter 3 of fiscal year 2021-22 that were approved by the Board of Trustees at the following Board meetings: January 10, 2022, and March 14, 2022.

ADJOURNMENT

Committee Chair Bruce Tolley adjourned the meeting at 4:11 p.m.