

**MINUTES**

**OHLONE COMMUNITY COLLEGE DISTRICT  
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING  
DECEMBER 14, 2015**

**LOCATION:  
FREMONT CAMPUS,  
BUILDING 7, ROOM 7101  
43600 MISSION BOULEVARD  
FREMONT, CA 94539  
(510) 659-6000**

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**CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT**

Dr. Dan Chang	Representative, Senior Citizen Organization
Brad Hatton	Representative, At Large
Dr. Rakesh Sharma	Representative, Foundation
Andrea Francis	Representative, At Large
Frank Pirrone	Representative, Business Organization

**CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS ABSENT**

Luzviminda Macabitas	Representative, At Large
VACANT	Representative, Associated Students of Ohlone College
VACANT	Representative, Tax Payers Association

**OHLONE COMMUNITY COLLEGE DISTRICT, STAFF PRESENT**

Dr. Gari Browning	President/Superintendent
Robert Dias	Interim Bond Construction Director
Dr. George Kozitza	Interim Vice President, Administrative Services
April Merritt	Confidential Assistant to the V.P., Administrative Services
Elaine Trujillo	Bond Purchasing Agent

**GUESTS**

Mike Chegini	Gilbane/EIS, Communications Manager
Joel Heyne	Gilbane/EIS, Measure G Bond Senior Project Manager
Ann Kennedy	Gilbane/EIS, Measure G Bond Financial Manager

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**CALL TO ORDER**

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Committee Chair, Andrea Francis, at 6:07 PM. Roll call indicated all CBOC Committee Members present, except Luzviminda Macabitas, who was absent.

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## **I. APPROVAL OF AGENDA**

Committee member, Dr. Rakesh Sharma, made a motion to approve the agenda as presented. The motion was seconded by Committee member, Brad Hatton. The motion was unanimously carried by the Committee members present.

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## **II. APPROVAL OF MINUTES**

Committee member, Brad Hatton, made a motion to approve the minutes with an update of the attendance record of the December 14, 2014 meeting. The motion was seconded by Committee Vice-Chair, Dr. Rakesh Sharma. The motion was unanimously carried by the Committee members present.

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## **III. PRESENTATION OF NOTES**

The Committee reviewed the notes, as presented, stating a title correction in Section III is needed.

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## **IV. COMMITTEE MEMBERS' ATTENDANCE REPORT**

Committee Chair Francis presented the attendance report to the Committee. Updates were needed to reflect the three members absent at the December 2014 meeting.

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## **V. ELECTION OF CHAIR AND VICE CHAIR**

Committee Chair Francis made a motion to nominate Dr. Rakesh Sharma as Chair of the Committee. The motion was seconded by Dr. Dan Chang. The motion was unanimously carried by all Committee members present. Committee Member Chang made a motion to nominate Andrea Francis as Vice Chair of the Committee. The motion was seconded by Chair Dr. Sharma. The motion was unanimously carried by all Committee members present.

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## **VI. COMMUNICATIONS FROM COMMITTEE MEMBERS**

The Committee expressed their good will to all present, especially during the upcoming winter break.

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## **VII. COMMUNICATIONS FROM STAFF**

Dr. George Kozitza introduced himself as the interim Vice President of Administrative Services to Committee Member Frank Pirrone. Interim Vice President Dr. Kozitza also spoke of the upcoming Series C Bond Sale and how that it is approved by the Board of Trustees.

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## **VIII. COMMUNICATIONS FROM THE PUBLIC**

No items were presented to the Committee.

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## **IX. RECRUITMENT OF NEW MEMBERS**

Interim Vice President Dr. Kozitza informed the Committee of the recruitment activities for the Taxpayers' Association Representative. The approval of the new Student Representative will go before the Board of Trustees in January 2016. Interim Vice President Dr. Kozitza also asked that Committee Members assist in the recruitment of new members and to forward any suggestions to him or April Merritt.

*Interim Vice President Dr. George Kozitza: Dr. Chang, would you like to reaffirm your membership on the Committee for an additional two-year term, with the upcoming completion of your first term in March 2016?*

*Committee Member Dr. Dan Chang: Yes.*

Interim Vice President Dr. Kozitza also noted that Committee Member Luzviminda Macabitas agreed via email to reaffirm her Committee membership for an additional two-year term. Her first term was scheduled to end in March 2016.

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## **X. REVIEW OF THE ANNUAL FINANCIAL AND PERFORMANCE AUDITS**

Ms. Heather Daud, accountant with Christ White Associates, joined the meeting via phone to review the annual financial and performance audits. Ms. Daud noted the College received the best result that you can receive on a financial and performance audit. The result was an unmodified opinion.

*Ms. Heather Daud: An unmodified opinion and no recommendations speaks volumes about the professionalism of the staff.*

*Dr. Dan Chang: Why did we sell \$75 million and then redeem \$6 million?*

*Ms. Heather Daud: That was the first payment.*

Committee member, Brad Hatton, made a motion to approve the Annual Financial and Performance audits with a correction to the date range listed on page 13. The motion was seconded by Committee Member, Frank Pirrone. The motion was unanimously carried by the Committee members present.

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## **XI. REVIEW AND APPROVAL FO THE ANNUAL REPORT 2014-15**

Mr. Mike Chegini and Committee Chair Andrea Francis presented an overview of the 2014-15 Annual Report via the interactive web version of the report.

*Dr. Dan Chang: The budget is by categories. The amount listed in the annual report is different than listed in the September report.*

*Ms. Ann Kennedy: That is correct. The reporting period for the annual report is through June 30. The financial update is through period ending September 30<sup>th</sup>. The difference is the bond list revision.*

*Dr. Rakesh Sharma: Can we say Buildings 1, 2 and 8 are now the Academic Core?*

*Mr. Mike Chegini: We can add that.*

*Mr. Robert Dias: Also note the new Academic Core will have Buildings 1, 2 and 3.*

Committee Member, Brad Hatton, made a motion to approve the Annual Report 2014-15. The motion was seconded by Committee Member, Frank Pirrone. The motion was unanimously carried by the Committee members present.

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## **XII. MEASURE G FINANCIAL UPDATE**

Ms. Ann Kennedy presented the Measure G Financial Update. As of the close of Q1, funds spend on bond projects total \$102.6 million.

*Ms. Andrea Francis: With regards to the overall \$349 million, what is the timeline?*

*Ms. Ann Kennedy: That is the authorization time. Series A had three years. Series A1 had no time restrictions. It had item restrictions. Series B was \$75 million and three years. Series C will have three years.*

*Dr. Rakesh Sharma: When is the sale?*

*Ms. Ann Kennedy: The item will be presented to the Board in January on first reading. It should be completed by March 31<sup>st</sup>.*

*Mr. Brad Hatton: What about the Academic Core Buildings? When will construction begin?*

*Mr. Joel Heyne: We hope to begin construction in April.*

Ms. Kennedy also noted the College has to have the bond series sold to before the contracts can be encumbered. Timing is critical. Spending in in Q4 totaled \$24 million, while spending in Q1 hovered around \$5.1 million. The difference is due to the pause in the Academic Core Building construction.

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Committee Co-Chair, Dr. Rakesh Sharma, made a motion to approve the Measure G Financial Update. The motion was seconded by Committee Member, Frank Pirrone. The motion was unanimously carried by the Committee members present.

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### **XIII. MEASURE G PROJECT UPDATE**

Mr. Joel Heyne presented an update the pool renovation, athletic fields and Academic Core Buildings. The pool renovation is progressing nicely. The shell will be reshaped and a new pool deck will be installed. This will increase efficiency and decrease operational costs.

*Ms. Andrea Francis: When you say reshape, what does that mean?*

*Mr. Joel Heyne: We are decreasing the depth of the deep end and increasing the depth of the shallow end. It creates less water volume and decreases costs to maintain.*

*Dr. Rakesh Sharma: Did we have to buy dirt?*

*Mr. Joel Heyne: We did have to purchase some dirt?*

*Dr. Rakesh Sharma: Why is it called a renovation when everything is new?*

*Mr. Joel Heyne: It isn't completely brand new. We are keeping the same footprint. If it is not brand new, then it is a renovation. It also has decreased costs.*

*Ms. Andrea Francis: Is it covered to reduce evaporation?*

*Mr. Joel Heyne: It is.*

The total project is estimated to cost \$3.5 million with an estimated annual energy savings of \$25,000 plus an estimated 25% reduction in chemical usage. The project should be completed by fall 2016.

The athletic fields are progressing but weather delays have had an impact. Work on the field house should begin in May. They are currently rough grading the site.

The demolition of the Academic Core Buildings site has been completed. The project is out for bid. Currently, we have two prequalified companies and are processing trade prequalification's.

*Dr. Rakesh Sharma: Are people paid while bidding?*

*Mr. Joel Heyne: No.*

*Dr. Rakesh Sharma: We should have before and after pictures on the website.*

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**XIV. CONFIRMATION OF UPCOMING MEETINGS**

The next meeting will be held on Monday, March 14, 2016.

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**XV. TOPICS FOR NEXT MEETING**

Future topics include the bond rating and the bond sale.

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**XVI. ADJOURNMENT**

The meeting was adjourned at 7:36 PM.

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