

**OHLONE COMMUNITY COLLEGE DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
SEPTEMBER 19, 2016**

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

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT

Dr. Dan Chang	Representative, Senior Citizen Organization
Dr. Rakesh Sharma	Representative, Foundation
Andrea Francis	Representative, At Large
Eric Tsai	Representative, Tax Payers Association
Karen Koshy	Representative, At Large

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS ABSENT

Luzviminda Macabitas	Representative, At Large
VACANT	Representative, Associated Students of Ohlone College
VACANT	Representative, Business Organization

OHLONE COMMUNITY COLLEGE DISTRICT, STAFF PRESENT

Dr. Gari Browning	President
Susan Yeager	Vice President, Administrative Services
Robert Dias	Bond Construction Director
Leticia Perez	Assistant to the V.P., Administrative Services
Farhad Sabit	Director, Business Services

GUESTS

Mike Chegini	Gilbane, Communications Manager
Joel Heyne	Gilbane, Measure G Bond Senior Project Manager
Ann Kennedy	Gilbane, Measure G Bond Financial Manager
Patrice Birkedahl	Public Information Officer, Director of College Advancement
Elaine Trujillo	Staff

CALL TO ORDER

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Committee Chair, Dr. Rakesh Sharma, at 6:04 PM. All CBOC Committee Members were present, except Luz Macabitas, who was absent.

I. APPROVAL OF AGENDA

Committee Member, Andrea Francis, made a motion to approve the agenda as presented. The motion was seconded by Committee Member, Dr. Dan Chang. The motion was unanimously carried by the Committee members present.

II. APPROVAL OF MINUTES

Committee Member, Andrea Francis, made a motion to approve the minutes from the previous meeting on June 13, 2016 with corrections identified. The motion was seconded by Committee member, Karen Koshy. The motion was unanimously carried by all Committee members, with the exception of Dr. Rakesh Sharma, who abstained due to his absence from that meeting. Corrections identified:

Dr. Dan Change: Minor correction on item II; it should say page 13 not 5.

Dr. Rakesh Sharma: On page 4, David Casnocha's response should read "bond acquisitions" not "board acquisitions".

III. COMMITTEE MEMBERS' ATTENDANCE REPORT

Committee Chair Dr. Rakesh Sharma presented the attendance report to the Committee.

Committee Member Dr. Dan Chang had a concern regarding how his attendance was recorded. Dr. Rakesh Sharma addressed this by explaining, if there is a line in the attendance box, it means you were present but not yet appointed. Ann Kennedy stated she had reviewed all previous records and corrected any errors she could identify in the chart.

IV. COMMUNICATIONS FROM COMMITTEE MEMBERS

No communications from committee members.

V. COMMUNICATIONS FROM STAFF

Vice President Susan Yeager informed the committee that the 2015-2016 audit is underway, and the committee will hear from the auditors at the next committee meeting.

VI. COMMUNICATIONS FROM THE PUBLIC

No communications from the public.

VII. RECOGNITION OF APPOINTED/REAPPOINTED COMMITTEE MEMBERS

Dr. Browning acknowledged Andrea Francis for her served time with the CBOC with a framed certificate of appreciation. Andrea has served three terms on this committee; this is her last meeting.

Andrea Francis: It was fun! I am impressed with the staff and board, contractors, everyone we have had involved in the remaking of the college. It's going to be a brand new college. We have quality staff in this journey we are on; thank you for including me. I had a great journey.

President Browning and Vice President Susan Yeager also expressed their sincere gratitude on behalf of Ohlone Community College District.

VIII. UPDATE ON MEMBER RECRUITMENT

Vice President Susan Yeager stated that recruitment is an ongoing effort. If anyone knows of anyone that would like to serve or is interested, please let us know so that we can contact them. We currently need a business member. Dr. Rakesh Sharma provided us with a resume of a local attorney that may be interested. ASOC student Jarna Patel, will be recommended to the Board of Trustees for appointment as the student representative for the CBOC. We hope she will start her service at the next meeting.

IX. ANNUAL REPORT PRODUCTION AND PREP

Mike Chegini asked the committee for volunteers to assist in the creation of the Annual Report. Mr. Chegini provided general timeline information about the report. He noted that the production of the report is from Oct-Dec, with the final draft being presented to the Committee at their meeting in January. Committee members work on it as a draft, comments can be shared at the meetings, everyone is welcome to participate. Communications to committee volunteers are usually by e-mail, the Final Report is presented in February to the Board of Trustees.

Ms. Karen Koshy: I volunteer.

Dr. Dan Chang: I volunteer, as well.

Ms. Ann Kennedy: Dr. Sharma Rakesh will present the final report to the Board of Trustees.

X. MEASURE G PROJECT UPDATE

Joel Heyne, Senior Project Manager for Gilbane, provided a project update and presented Dr. Browning's State of the College video. Mr. Heyne indicated that the athletic fields are done, and the College currently has 4 additional projects under way. See power point presentation for additional details.

Question asked regarding the Smith Center's roofing:

Andrea Francis: Is this the best roof we could get, in respects to years.

Joel Heyne: Yes within our budget. You can get better, but it is more expensive.

Questions asked regarding Pool Renovation:

Dr. Rakesh Sharma: The engineering of the pool is wonderful. With the overflow, how is the pool staying clean?

Joel Heyne: Displaced water goes into the gutter system, goes back to surge pit, and below the pool deck, water then overflows, and goes back to chemical treatment.

Dr. Rakesh Sharma: Got it, enough chemicals, and staying there.

Joel Heyne: It is all automated, less human involvement. It is a great system, we have a \$300,000 savings on this project, that we can roll out into another project.

Dr. Rakesh Sharma: Why was there savings on the pool project? Nothing new or unexpected?

Joel Heyne: We worked well as a team, along with the designer and we were able to have a savings. We have smaller projects right now and are not expecting any problems. We are in the process of finding contract, bids, and making phone calls.

Academic Core: \$168M, includes swing space and furniture, 5/2016 to 10/2018, occupancy starting Spring of 2019. Please visit the academic core web cameras, you can see the progress of this project.

XI. RESPONSE TO MEMBER INQUIRY REGARDING GEO THERMAL FIELD: SEISMIC

Joel Heyne explained that HDPE, a high density piping was used. They installed about 80 miles of piping. Lab analysis of HDPE, have indicated that it withstands being bent and pulled. HDPE has been tested in Italy and New Zealand and it has done better than any other. We are using the right pipe, using the same type of pipe that was used to fix the aqueduct in the Los Angeles area.

Dr. Rakesh Sharma: What is HDPE?

Joel Heyne: A high density, flexible pipe, that can be put through strain and goes back to its original form.

Karen Koshy: Once the pipe is installed, can it be monitored?

Joel Heyne: You can put in a leak monitor, but it is very expensive, we will monitor it based on flow rates and isolating certain pipes.

Dr. Rakesh Sharma: You can't find a minor leak, but you can find something that is substantially affecting performance?

Joel Heyne: Yes, we don't anticipate any problem, we are working with ACWD to meet their specifications.

XII. MEASURE G FINANCIAL UPDATE & BOND REVISION LIST #10

Ann Kennedy provided the committee with a Measure G financial update.

Dr. Rakesh Sharma: Spending the money and keeping everything smooth, this is good news.

Ann Kennedy: Yes, along with the bond refinancing, we watch our spending every quarter, relative to what is going on out on the field. We always ask how we are doing on our timelines, keeping our projects moving and not over budget. The work happening in the field is appropriately taking place.

Please see financial report for detailed information.

Contingencies were discussed and described as being like insurance. Management decides the amount to hold based on best practice and evaluation of risk for unforeseen events. At the beginning of the program we hold a percentage, as the risk goes down, contingency monies start to be released into the program for project use.

Dr. Rakesh Sharma: What is the difference?

Ann Kennedy: At the time of the initial budget development, the project team uses estimates; they do not know what the associated challenges may be. When we move budget out of one project and into another it is because we did not need that much budget to complete the project scope. We had savings.

Dr. Rakesh Sharma: That is a good thing; better to have extra money than not enough. Otherwise, then you would have to explain why so much and not allocated what we should have.

Ann Kennedy: It happens a lot. Many districts make that mistake of making initial budgets too tight; they short the budget and struggle later. Ohlone did not make that mistake.

Karen Koshy: Once you move this money out of a project can you ever get it back in?

Ann Kennedy: Yes, the Board of Trustees can do this with a bond revision list. The Board of Trustees has never had an issue with this. This District did a lot of pre-planning, and a very rigid, consistent process.

Please see attached #10 Revision for information.

XIII. RESPONSE TO MEMBER INQUIRY REGARDING MEASURE G TAX RATE

Ann Kennedy addressed committee members, Dr. Dan Chang's question regarding the audit. Farhad Sabit spoke to the district's auditor and the correction has been reviewed, and the date has been corrected.

Susan Yeager indicated that Ohlone College's measure tax rate is at \$19.75, average of 4% growth and a 2% projects.

Ann Kennedy explained that each year the numbers change; when people purchase and sell homes, this affects the rates. Each year it is reset, the district has maintained this tax rate for a while.

Dr. Rakesh Sharma: In trying to understand, is this an absolute dollar?

Ann Kennedy: Yes

Dr. Rakesh Sharma: In Proposition 39, it doesn't move?

Ann Kennedy: For Proposition 39, the maximum tax rate is \$25/\$100K in assessed value. You can exceed the tax rate, but if this happens, the District will not be able to sell another series of bonds until conditions are such that the rate adjusts below the allowed rate.

Ann Kennedy: The chart presented is good news for the district.

Committee member, Dr. Dan Chang, made the motion to accept the Measure G Financial Update. The motion was seconded by Committee Member, Eric Tsai. The motion was unanimously carried by the Committee members present.

XIV. CONFIRMATION OF UPCOMING MEETINGS

The next meeting will be held on Monday, January 23, 2017

XV. TOPICS FOR NEXT MEETING

Future topics include a presentation from the auditors and review of the Annual Report, which is very important. Committee members were advised to be in attendance at this meeting, for the final financial report and the Annual Report draft will need to be approved prior to its presentation to the Board of Trustees.

XVI. ADJOURNMENT

The meeting was adjourned at 7:06 PM.