

MEETING MINUTES

OHLONE COMMUNITY COLLEGE DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE MEETING September 20, 2021

LOCATION: ZOOM CALL

CITIZENS' BOND OVERSIGHT COMMITTEE, MEMBERS PRESENT

Karen Koshy	Representative, At Large
Eileen McDonald	Representative, Senior Citizens' Organization
Jill Duerig	Representative, Support Organization
Osvaldo Granados	Representative, Student Association
Shannon Chan	Representative, Business Organization

CITIZENS' BOND OVERSIGHT COMMITTEE, VACANT SEATS

Vacant	Representative, Member At Large
Vacant	Representative, Taxpayers Association

OHLONE COMMUNITY COLLEGE DISTRICT, STAFF PRESENT

Dr. Eric Bishop	Superintendent/President
Dr. Chris Dela Rosa	Interim, Vice President of Administrative Services
Farhad Sabit	Executive Director of Business Services
Desire Andjou	Accounting Manager
Leticia Perez	Staff
Elaine Trujillo	Staff
Elenita Voigtlander	Staff
Tina Vossugh	Staff

CONSULTANTS

Mike Chegini	Gilbane/AKG, Communications Manager
Ann Kennedy	Gilbane/AKG, Bond Financial Manager
Tricia Heine	Gilbane, Senior Project Manager

CALL TO ORDER

The Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Chair McDonald at 5:01PM.

APPROVAL OF AGENDA

A motion was made by Committee Member Chan to approve the agenda items. Committee Member Koshy, seconded the motion. The motion was unanimously carried by the Committee members present.

APPROVAL OF MINUTES

Committee Member Koshy made a motion to approve the minutes from the previous meeting that took place on February 22, 2021. Committee Member Chan, seconded the motion. The motion was unanimously carried by all Committee members present.

COMMITTEE MEMBERS ATTENDANCE REPORT

Chair McDonald, presented the attendance report to the Committee. The Committee expressed no concerns or changes.

RECOGNITION OF SERVICE

The Committee recognized and thanked Abhigyan Biswas for his term of service to the Committee and for his time and dedication.

COMMUNICATIONS FROM COMMITTEE MEMBERS

There were no communications from Committee members.

COMMUNICATIONS FROM STAFF

Superintendent/President Dr. Bishop thanked the Committee members for their work. He provided a brief campus update, which included the following:

- Study Center is growing very popular among students. In addition to studying, students can use the rooms for joining a class on zoom or simply a quiet place to go.
- There are 122 classes on campus this semester.
- 50% to 60% of students will be on campus by spring, using the small and larger lecture halls to maintain social distancing.

PUBLIC COMMENT

There were no communications from the public.

ANNUAL REPORT PREPARATION

Mike Chegini provided information about the development of the annual report, and then proposed the schedule to do this. This process is done entirely via e-mail. It will take two cycles, then a final Committee review will be done during the next meeting. Once approved, the Chair will present it to the Board of Trustees at the February or March meeting. Chair McDonald and Committee Member Koshy volunteered for the working group.

PROJECT UPDATES

Tricia Heine presented updates/status of projects on campus.

Completed projects include:

- Geothermal Phase II – Project 9101
- Exterior Painting of Building 7 and Hyman Hall – Project 6143 (Small Cap Repairs)
- Parking Lots B & C - Project 6108J
- ACB Emergency Responder Radio System – Project 6105 (ACB)

Projects that are underway:

- Building 18 ADA Pathway – Project 6108K
- Renovate Building 5– Project 6114
- Parking and Roads Site Improvements – Project 6108
- Small Capital Improvements – Project 6143
- Campus Way-Finding Signage – Project 6138
- Instructional Technology – PH 3 – Project 9113
- Site Security Systems – Project 6134

FINANCIAL UPDATE

Ann Kennedy provided a brief update on financial reports for the period ending 6/30/21. There is a balance remaining of \$11,121,536. These numbers are subject to change based on the final audit. Committee Member Chan made a motion to approve the financial reports for period ending June 30, 2021. Committee Member Koshy, seconded the motion. The motion was unanimously carried by all Committee members present.

Ms. Kennedy reviewed bond list revisions #25, #26 and #27 with the Committee.

The District recently refinanced existing general obligation bonds and saved \$8M for local taxpayers, with total savings from all of the refinancings of \$37.1M. The District also received an affirmation of its strong "Aa1" Moody's credit rating.

Committee Member Chan asked about consolidated projects, and Ms. Kennedy provided an explanation on the process that the District follows when a project is consolidated.

PROPOSED FUTURE MEETING DATES

January 24, 2022

March 21, 2022

June 20, 2022

September 19, 2022

January 23, 2023

Ms. Kennedy stressed the importance of the Committee members' attendance at the next meeting in January 2022; the Committee will receive the Audit Reports and review/approve its FY20/21 Annual Report for presentation to the Board of Trustees. This is one of the primary duties as a Committee member.

TOPICS FOR NEXT MEETING

Financial and Performance Audit Presentation

Annual Report Review and Approval

Election of Chair and Vice-Chair

ADJOURNMENT

The meeting was adjourned at 5:44PM by Chair McDonald.