



# Chabot-Las Positas Community College District Citizens' Bond Oversight Committee

Meeting Minutes No. 68

Location: Zoom Conference Call

<https://cccconfer.zoom.us/j/93356114994>

Dial: 669-990-6833, Mtg ID: 933 5611 4994

Recorded by: Donna Alaoen

Date: April 28, 2021

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**Committee Members:**

|  | <b>Term</b>  | <b>Term Expires</b> | <b>Present</b>                      |
|--|--------------|---------------------|-------------------------------------|
| Mr. Will Macedo, Senior Citizen Organization (Chair) | Two-(2) yrs. | 03/2023             | <input checked="" type="checkbox"/> |
| Mr. Jacques Gautreaux, Business Community            | Two-(2) yrs. | 03/2023             | <input checked="" type="checkbox"/> |
| Mr. Patrick Lofft, Taxpayers' Association            | Two-(2) yrs. | 06/2023             | <input checked="" type="checkbox"/> |
| Mr. Lynn Seppala, College Foundation                 | Two-(2) yrs. | 12/2021             | <input checked="" type="checkbox"/> |
| Ms. Sarah Hosterman, Community At Large              | One-(2) yrs. | 12/2022             | <input checked="" type="checkbox"/> |

**District/College Representatives:**

- Mr. Owen Letcher, Vice Chancellor of Facilities & Bond Program
- Ms. Ann Kroll, Project Planner/Manger, Las Positas College
- Mr. Michael Garr, Project Planner/Manger, Chabot College
- Ms. Wendy Pinos, ITS Bond Project Manager
- Mr. Ed Maduli, Board of Trustee Member
- Ms. Zahra Noorivaziri, Facilities Construction Specialist

**Public:**

None

**1.0 CALL TO ORDER**

Chair Will Macedo called the meeting to order at 6:00 p.m.

**2.0 ROLL CALL**

A quorum was met with five (5) committee members responding to roll call.

**3.0 PUBLIC COMMENTS**

There were no public comments presented at this meeting.

**4.0 APPROVAL OF MEETING MINUTES**

The meeting minutes for April 28, 2021 were presented to the committee for approval. The meeting minutes were approved and moved by (Mr. Jacques Gautreaux), seconded (Mr. Lynn Seppala). All in favor.

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## **5.0 ANNUAL AUDIT REPORT – Jonah Nicholas/Jennifer Richards**

Vice Chancellor Jonah Nicholas welcomes and introduces Jennifer Richards of Crowe, LLP. Ms. Jennifer Richards presented the Performance Audit and Financial Statements for Measure A & B to the committee. Various components of the report were presented to inform the committee the purpose of the report, the scope of the report as well as the methodology and the conclusion of its findings. A complete set of the audited financial statements are available by request.

Board of Trustee Mr. Ed Maduli asks how interest earnings are allocated between the campuses. Vice Chancellor Letcher explains that he has brought forward a bond list of projects created for both campuses based on priority set by the college in which Measure B funds from interest earnings have been equally distributed to be used for those projects. At this time, Las Positas College has already spent their allocation of interest earnings from Measure B while Chabot College and the District are still spending their allocation. Once Measure A interest earnings are released, the allocation between both campuses and the District will equally be distributed to be spent at their discretion.

## **6.0 MEASURE B/A PROGRESS REPORT – Owen Letcher**

Vice Chancellor Letcher reports to the committee that the anticipated spenddown of Measure B will not be completed by the June 30, 2021 deadline as expected. It was noted that there were various delays in the Biology Phase 1 project at Chabot College that has caused delays in the spenddown of Measure B funds. On the contrary, Las Positas College has already spent their Measure B allocation and is working on Measure A projects at this time. He also reports that a resolution for the upcoming bond sale will be taken to the Board of Trustees meeting on May 18, 2021 for approval. The bond sale will consist of \$200 million dollars that will help fund the next three largest projects which are Library Learning Connections at Chabot College, the New Academic Support and Office Building 2100 and Public Safety Complex/ Advanced Manufacturing and Transportation Facilities (PSC/AMT) projects which are both at Las Positas College.

ACTION: None

## **7.0 MEASURE A/B – CHABOT COLLEGE REPORT – Michael Garr**

Mr. Michael Garr provided the committee an update on all projects at Chabot College which include: Biology Building 2100 Phase I, Biology Phase II, New Library and Learning Connection Building 100, District Wide Emergency Call Station Project, Hayward Fire Department/Chabot Fire Training Facility, Athletic Field Improvement, MPOE Renovation and Relocation, Pool Renovation Project and B3000 Maintenance, Operations, Warehouse & Garage.

ACTION: None

**8.0 MEASURE A/B – LAS POSITAS COLLEGE REPORT – Ann Kroll**

Ms. Ann Kroll provided the committee an update on all projects at Las Positas College which include: New Academic Support and Office Building 2100, Public Safety Complex/Advanced Manufacturing and Transportation Facilities (PSC/AMT), Temporary Office Complex – Faculty Office Relocation Village, AG Science: Horticulture, AG Science: Viticulture Project, Architecture Barrier Project, B1690 Academic Services Renovation, Domestic Water Booster System Project and Emergency Call Station Project.

ACTION: None

**9.0 INFORMATION TECHNOLOGY SERVICES REPORT – Wendy Pinos**

Ms. Wendy Pinos provided the committee with an update on all IT projects across both campuses which include: distributed antennae system (DAS) for improved cellular coverage inside buildings; email upgrade; Chabot College MPOE replacement; Network Enhancements; Campus Upgrades; Email Upgrade; and Facilities Management Office project support at both campuses.

ACTION: None

**10.0 COMMITTEE MEMBER COMMENTS**

Vice Chancellor Letcher asks Chair Will Macedo to confirm approval from the committee of the 16<sup>th</sup> Measure A/B Annual Report that will be presented at the Board of Trustees on May 18, 2021. The committee has reviewed and all approved of the report.

Committee member Ms. Sarah Hosterman asks when the meetings will resume to be in person and if there is a possibility of touring the projects at the campuses. Vice Chancellor Letcher explains to the committee that there is a possibility of having the next meeting in person should the committee wish to do so. In addition, should any committee member wish to tour any of the projects on campus they are welcome to contact him or Donna to set up a time with the Project Manager to guide them through the project.

Chair Will Macedo brought to the committee's attention that currently the committee is out of compliance with the absence of a student representative and a community at large representative to fulfil the committee's required quorum. Committee member Patrick Lofft has also stated that he will not continue as a member when his term in up in July 2021 which we will need to actively search for a replacement for the Taxpayer's Association representative. Chair Macedo has made the committee aware that the current chair cannot serve as chair for no more than two (2) years. He has suggested that between this meeting and the next that the committee seek a new chair to serve a new term.

**11.0 NEXT CITIZENS' BOND OVERSIGHT COMMITTEE MEETING**

The next Citizens' Bond Oversight Committee Meeting will be on Wednesday, July 28, 2021 at 6 pm via TBD.

**12.0 ADJOURNMENT**

Mr. Will Macedo called for a motion to adjourn the meeting at 7:20 p.m.