



Citizens' Bond Oversight Committee
Minutes for Tuesday, March 10, 2020

3:30 – 5:00 p.m.

North Annex NA1 Conference Room

Meeting Participants

Committee Member(s) Present

Andrew Harker, E.D. (Chair and Member-At-Large, West Valley); Steve Bayard (Vice Chair and Member-At-Large, East Valley); Vicki Shepard (Tax Payers' Association); Margie Eklund (Senior Citizen Group Representative); Becky Broughton (Business Representative); Aaron Willms (Student Representative)

District Official(s) Present

John Ramont (Vice President, Administrative Services); Aurora Wilson (Trustee); John White (Executive Director, Bond Program & Facilities Planning)

District Official(s) Not Present

Joel L. Kinnamon, Ed.D. (Superintendent/President)

Guest(s)

Scott Adkins, Ed.D. (Director, Education Centers, West Valley); Tony Carrillo (Director, Fiscal Services); Brandon Harrison (Eide Bailly, LLP)

Bond Management Representative(s) Present

Mac McGinnis (Program Manager, MAAS Companies)

Bond Management Representative(s) Not Present

None

Recorder

David DeSpain (MAAS Companies, Bond Management Office)

Meeting Minutes

1. Call to Order/Roll Call

- Vice Chair S. Bayard volunteered to facilitate the meeting since Chair A. Harker was not in attendance at the start of the meeting. The meeting was called to order at 3:36 p.m.
- A moment of silence was observed for Vern Kozlen, former Chair, Citizens' Bond Oversight Committee.

1.1 Meeting Facilitation

- Chair A. Harker arrived at 3:38 p.m. and facilitated the rest of the meeting.

1.2 Public Comments

- No comments from the public

2. Action Items

2.1 Approval of Agenda

- A motion was made by B. Broughton to approve the March 10, 2020 Meeting Agenda. S. Bayard seconded. No opposed. Motion was passed.

2.1 Conclusion

- March 20, 2020 Meeting Agenda was approved as presented.

2.1 Follow-up Items

2.1 Task of

2.1 Due by

None	None	None
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2.2 Approval of December 10, 2019 Minutes

- A motion was made by S. Bayard to approve the December 10, 2019 Meeting Minutes. B. Broughton seconded. All in favor. No opposed. Motion was passed.

2.2 Conclusion

- December 10, 2019 Meeting Minutes were approved as presented.

2.2 Follow-up Items

2.2 Task of

2.2 Due by

None	None	None
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3. Information/Discussion Items

3.1 2018-2019 Financial and Performance Audit Presentation

- J. Ramont introduced Brandon Harrison, Partner with Eide Bailly, LLP, the firm that conducted the 2018-2019 Financial and Performance Audits of the Measure B and Measure CC Bonds for College of the Desert. He explained that he will review both a Financial Statement Audit and a Performance Audit for both Bond Funds. He reviewed the reports for both Bonds and explained that the firm issued an unmodified opinion that the financial statements as presented by management are accurate and correct on both the Financial Statement and Performance Audits for each. He indicated that the firm found that all procedures are being followed correctly by the District as outlined on page 4 (back portion of each report). S. Bayard requested a clarification of the statement on the report that indicates "There were no

salaries of administrators charged to the Measure B General Obligation Bond Fund for District general administration or operations.” He asked if the term “administrators” included staff salaries. J. Ramont indicated that this was not the case and Brandon Harrison further clarified this fact.

3.1 Conclusion

- Committee Members were briefed on the 2018-2019 Financial and Performance Audits for both the Measure B and Measure CC Bond Measures.

3.1 Follow-up Items	3.1 Task of	3.1 Due by
None	None	None

3.2 Bond Projects Update & Bond Project Financial Report

- M. McGinnis, by PowerPoint, reviewed the District’s projects and Bond financial updates located in the Measure B and Measure CC Bond Citizens’ Oversight Committee Report dated March 10, 2020.
- M. McGinnis indicated that the Indio Expansion Project is in the Construction Document Phase and headed towards the finish line in terms of the design. The next phase will be the submission to the Division of State Architect (DSA). B. Broughton asked how close the project is to being submitted to DSA. M. McGinnis stated that submission is about four months away.
- M. McGinnis stated that the Indio Child Development Center (CDC) will be built just south of the Indio Expansion Project. Schematic Design was completed on this project and will be presented for review at the next Board of Trustees Meeting in April. Trustee Wilson mentioned that she spoke with Dianne Russom, Director of the College of the Desert Child Development Center, and that Dianne is very excited with the progress of the project.
- M. McGinnis reviewed the Roadrunner Motors Project in Cathedral City. Currently, the project is in the Programming Phase. CRB was selected as the design firm for the project. Roadrunner Motors will be in back of the Volkswagen dealership in between the Subaru and future Lexus dealerships. The dealerships are very excited about the opportunity to train their personnel. B. Broughton mentioned to keep in mind that future plans still need to be established on transporting students from the East and West Valley to the location in Cathedral City.
- M. McGinnis briefed the committee on the status of the Palm Springs Development Project. Moore Ruble Yudell (MRY) Architects were hired to complete the Site Development Plan and Pfeiffer Partners were hired as the Program Master Architect. A. Harker asked if there has been a discussion on what the buildings will look like. M. McGinnis mentioned that this is always a challenge and that we want to respect mid-century modern, but at the same time represent what mid-century modern should look like today. He went

on to state that the design is still evolving and that a lot of people are providing input. A. Harker mentioned that he believes that there should be something to tie all of the campuses together to demonstrate that they all belong to one community. J. White agreed with A. Harker and stated that the District is absolutely doing just this. He mentioned that there was a recent newspaper article about a panel discussion during Palm Springs Modernism Week concerning the Palm Springs Development Project working with the Palm Springs Architectural Alliance. J. White went on to state that there is a primary overarching effort in building projects that is related to the modernism aspect of the design and is part of the branding for College of the Desert.

- M. McGinnis reviewed the Old Warehouse Renovation Project. The space will assist Friends of the Library, Information Technology, and provide confidential storage space. Maintenance and Operations will have an area where their golf carts can be parked indoors.
- M. McGinnis next provided an update on the Central Campus Quad Renovation Project. The project is concluding and the new fountain should have water by the end of March. The concrete, the pumps, and the underground work is complete. He mentioned that the fountain is programmable and will include various colored lights.
- M. McGinnis reviewed the Central Campus Redevelopment Project. The Hilb Building is complete and is now being utilized by the students.

3.2 Conclusion

- Committee Members were briefed on current and completed projects and financials under the Measure B and Measure CC Bond Programs.

3.2 Follow-up Items	3.2 Task of	3.2 Due by
None	None	None

3.3 COC Annual Report (2018-2019) Final Report Review

- Committee members were provided with the final version of 2018-2019 Citizens’ Bond Oversight Committee Annual Report.
- J. Ramont mentioned that an “In Memoriam” section for Vern Kozlen was added to the bottom of page 7 of the Report.
- A. Harker asked that the distribution list be provided to the committee.
- J. Ramont mentioned that the College Support Representative for the Citizens’ Bond Oversight Committee is currently being recruited.

3.3 Conclusion

- Committee Members were briefed on the final version of the 2018-2019 Citizens' Bond Oversight Committee Annual Report.

3.3 Follow-up Items

3.3 Task of

3.3 Due by

Provide distribution list to COC Members	D. DeSpain	June 9, 2020
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4. Future Agenda Topics

- Schedule of Future Meeting Dates
 - Proposed future meeting dates are as follows: March 9, 2021; June 8, 2021; September 14, 2021; and December 14, 2021. A. Harker asked all committee members to review their calendars and then email either J. Ramont or M. McGinnis if there are any conflicts. The dates will be voted on at the next meeting.
- Projected Increase in Debt Service with Issuance of Additional Measure CC Bond
 - J. Ramont will provide the committee with an update at the next meeting concerning the debt service related to the issuance of additional Measure CC Bond Funds.

5. Questions for the District

- A. Harker posed two questions to both J. Ramont and M. McGinnis, concerning Bond proceeds and expenditures
 - 1. "Are you aware of any Bond proceeds that were expended for purposes other than those set forth in Measure B or Measure CC?" Both J. Ramont and M. McGinnis responded, "No".
 - 2. "Are you aware of any Bond proceeds that were expended for any teacher or administrative salaries of the College or for the operating expense?" Both J. Ramont and M. McGinnis responded, "No".

6. Adjournment

The committee adjourned at 4:19 p.m.

Next Meeting

Tuesday, June 9, 2020

3:30 – 5:00 p.m.

Zoom Video Conference Call Meeting