



**Citizens' Bond Oversight Committee**  
**Minutes for Tuesday, December 8, 2020**

3:30 – 5:00 p.m.

Via Zoom Video Conference Call

**Meeting Participants**

**Committee Member(s) Present**

Steven Bayard (Chair and Member-At-Large, West Valley);  
Andrew Harker, Ed.D. (Vice Chair and Member-At-Large, East Valley);  
Margie Eklund (Senior Citizen Group Representative); Becky Broughton  
(Business Representative); Diane M. Rubin (College Support Organization  
Representative), and Maria Cuautle (Student Representative)

**Committee Member(s) Not Present**

Vacant (Taxpayer's Association Representative)

**District Official(s) Present**

John Ramont (Vice President, Administrative Services); Aurora Wilson  
(Trustee); John O. White (Executive Director, Bond Program & Facilities  
Planning), and Jessica Enders (Director, Education Centers, East Valley  
Campus)

**District Official(s) Not Present**

Joel L. Kinnamon, Ed.D. (Superintendent/President) and Scott Adkins, Ed.D.  
(Director, Education Centers, West Valley)

**Bond Management Representative(s) Present**

Mac McGinnis (Program Manager, MAAS Companies)

**Bond Management Representative(s) Not Present**

None

**Recorder**

Mark Howard (Executive Assistant, Bond Program & Facilities Planning)

**Guest**

Brian Sylva

# Meeting Minutes

## 1. Call to Order/Roll Call

- Chair Steven Bayard called the committee to order at 3:30 p.m. The committee had a quorum.

### 1.1 Public Comments

- Pursuant to the Governor’s Executive Order N-25-20, Chair Steven Bayard stated that the COC Committee may participate via teleconference. He further stated that public participation, in accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email to [mhoward@collegeofthedesert.edu](mailto:mhoward@collegeofthedesert.edu) during the meeting, prior to the close of public comment on an item, and read into the record during public comment. There is a time limit of three (3) minutes per person and a maximum of 15 minutes for the entire meeting.
- Chair Steven Bayard requested that any guest(s) present in the Zoom Meeting identify themselves. No response was received and Recorder Mark Howard confirmed no guest(s) had joined the meeting yet.

## 2. Action Items

### 2.1 Approval of Agenda

- A motion was made by Becky Broughton to approve the December 8, 2020 Meeting Agenda. Margie Ecklund seconded. No discussion ensued. All in favor. No opposed. Motion was passed.

### 2.1 Conclusion

- December 8, 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 September 8, 2020 Minutes

- Chair Steven Bayard asked the committee if there were any comments regarding the draft of the Minutes of the September 8, 2020 Meeting. Diane M. Rubin noted that her Committee appointment was not yet final at time of the last meeting and suggested that her name be reflected in the ‘Guest’ section of the minutes. The Chair and Recorder acknowledged the correction and stated ‘duly noted.’ Margie Ecklund noted that her last name was

misspelled in two places and requested the 'c' be removed to reflect 'Eklund.' The Chair and Recorder acknowledged this correction be made as well.

- A motion was made by Diane M. Rubin to approve the September 8, 2020 Meeting Minutes as presented with aforementioned corrections being made. Margie Eklund seconded. No further discussion ensued. All in favor. No opposed. Motion was passed.

## 2.2 Conclusion

- September 8, 2020 Meeting Minutes were approved.

### 2.2 Follow-up Items

### 2.2 Task of

### 2.2 Due by

None	None	None
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- Recorder Mark Howard advised the committee that guest Brian Sylva had joined the meeting and Chair Steven Bayard welcomed him on behalf of the committee.

## 3. Information/Discussion Items

### 3.1 2019 – 2020 C.O.C. Annual Report Draft

- Chair Steven Bayard confirmed that the committee had reviewed the C.O.C. Report Draft and asked for comments. Diane Rubin noted the following report content:
  - ✓ The Eide Bailly LLP Audit Report for Bond Measure B is for 2018 and, therefore, dated material.
  - ✓ The Eide Bailly LLP Audit Report for Bond Measure CC is for 2016 and, therefore, dated material.
  - ✓ The report states the bonds have a triple A rating; however, only Measure B does, whereas Measure CC does not.

Diane Rubin requested a more current audit report be published and the triple A rating statement clarified. Chair Steven Bayard acknowledged these issues and reminded the committee that the final draft will be presented at the next meeting. The Chair also pointed out that historically the Bond Annual Report accurately reflected the construction projects and funds utilized. A discussion ensued regarding the report and the timing of when more current information will be made available.

### 3.1 Conclusion

- The committee members were briefed on the Bond Annual Report Draft.

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

### 3.2 Projects Updates

- Mac McGinnis, with the aid of a PowerPoint slide presentation, discussed the following projects with the committee:
  - Palm Desert Central Campus Development Project, Building C will be open later this month.
  - Indio Campus Expansion Building and Indio Child Development Center (CDC). The 67,000 square foot three story building will be located just north of the existing Indio Center and it will house academic facilities, a café and student services. The new 17,000 square foot Child Development Center will be located just south of the existing campus and will house programs for child development and education.
  - The Roadrunner Motors in Cathedral City project is roughly 20,000 square foot building and will be the new location for the Diesel Mechanics Program currently located at the Palm Desert Campus. It is strategically located adjacent to the Cathedral City Auto Center on Highway 111, behind the newly opened Lexus dealership.
  - Softball Field Lighting project, which will bring the facility into compliance with the new Title Nine requirements. The softball field was built in 2007 and may now host evening games.
  - Financial tables were provided to the committee for active, completed and future projects, which outlined the budgets, funds spent and remaining balances.

A general discussion ensued on the following topics:

- It is planned the Diesel Mechanics building will be demolished after the Program moves to its new facilities in Cathedral City.
- Recent projects bids are coming in under budget and with no audit issues.
- Roadrunner Motors in Cathedral City will serve the entire district and is located close to public transportation.
- Palm Springs Development Project update to follow at next meeting.
- Trustee Aurora Wilson announced a new Trustee will be assigned to the committee by the Board.

### 3.2 Conclusion

- Committee members were briefed on current, completed, and future project updates.

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

### 4. Future Agenda Topics

- 2019-2020 COC Annual Report Draft
- Audit Report Presented by an Eide Bailly LLP Representative

### 5. Questions for the District

- Chair Steven Bayard posed the following two questions to the District Officials, 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?"  
On behalf of the District John Ramont 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?"  
On behalf of the District John Ramont responded, "No".

### 6. Adjournment

The Committee adjourned at 4:08 p.m.

### Next Meeting

Tuesday, March 9, 2021, from 3:30 p.m. – 5:00 p.m.  
Zoom Video Conference Meeting