



D R A F T of January 12, 2023

**Citizens' Bond Oversight Committee
Meeting Minutes for December 6, 2022
Meeting via Zoom**

Committee Members (7):

Becky Broughton, Business Representative, James Dietrich, Senior Citizen Group Representative, Kelly Merchant, Student Representative, Michael Monachino, Vice Chair, Member-at-Large, West Valley Representative, Diane M. Rubin, CPA, Chair, Support Organization Representative, Ernesto Rios, Member-at-Large, East Valley Representative, "Rick" Seeley, Taxpayers Association Representative

Quorum: 4

Subject to Brown Act: Yes

1. Call to Order

1.1 The meeting was called to order by Diane Rubin at 3:31 p.m.

1.2 Roll Call of Members

Present: Broughton, Dietrich, Monachino, Rubin, Rios

Absent: Merchant, Seeley

A quorum was met.

1.3 Introductions and Acknowledgement of District Representatives in Attendance

College of the Desert staff Christina Tafoya, Dave Vigo, Scott Adkins, Mac McGinnis were identified.

Trustee Aurora Wilson was not able to attend due to illness.

On behalf of the CBOC, Diane Rubin recognized and indicated thanks to Trustee Wilson for almost ten years of College service. She noted that Trustee Wilson's contributions were greatly appreciated.

2. Agenda Review

Members confirmed the Agenda as drafted with no additions, corrections, or deletions.

Motion: Rios

Second: Broughton

Members provided unanimous approval.

3. Public Comment

No members of the public contacted the College in advance to provide comments or input and no members of the public asked for an opportunity to speak during the meeting.

4. Action Items

4.1 Approval of September 13, 2022 Meeting Minutes

No corrections or additions.

Motion: Monachino

Second: Broughton

Approved unanimously.

4.2 Revision to the Bylaws

Diane Rubin provided the reasons for revising the Bylaws, including that a periodic review of Bylaws is a best practice as there could be new legislation or other government requirements to be considered and there is an opportunity to clarify language. William A. Diedrich, Partner at Atkinson, Andelson, Loya, Ruud & Romo reviewed the existing Bylaws in coloration with Members and the College staff to draft revised Bylaws (two reviews).

No comments or changes had been received since the September CBOC meeting, however, there is an additional recommendation for adjusted language. To conform with Board of Trustees policy and practice (BP 2350), the proposed change to Section 6.5 of the Committee Bylaws is that "Public comment shall be limited to three minutes per person and a maximum of 15 minutes per topic, which compares to previous a practice of Committee to allow up to a maximum of 20 minutes per single topic. In all cases, the Chair may extend the time, and there is no change to that language.

Motion: Michael Monachino

Second: Ernie Rios

The Motion passed unanimously.

Action: the revised and updated Bylaws as presented will be forwarded to the Board of Trustees for consideration and approval.

5. Presentations

5.1 Capital Projects Report – Mac McGinnis, Vice. President., MAAS Companies

Athletics Stadium and Fields Project is a 20,000-sf stadium building. The building and land together total about 390,000 sf. Measure CC funds are being used and there is a total estimated cost of \$36.4 million. The project began design in Spring 2021 completion is planned for Summer 2024.

Palm Springs Development Project provides about a 142,600 sf of space. The total project budget for phase one is estimated to be \$290 million funded by Measure CC. Occupancy is planned for Fall 2026. The timing of phase two is not known. The Board of Trustees formed a community advisory committee that is actively meeting. At this time, the project has achieved 50% schematic design working with faculty and stakeholders including the community advisory committee. Once completed, the full schematic design will go before the Board of Trustees for consideration.

Roadrunner Motors. This project occupies a 5.8-acre site in Cathedral City and the facility can will be able to accommodate about 26,000 sf programmed space. It is funded by Measure CC. The total project budget is about \$37.7 million. Design began in Summer 2022 and occupancy is planned for 2026.

The Science Building Renovation Project is in the construction on the Palm Desert campus. This is a completed building renovation. It is funded 50/50 by the College (Measure CC) and the State.

Coachella Chelsea Property Tenant Improvement is a small tenant improvement project (1,366 sf) that will provide space for student support services in downtown Coachella. Construction began in September 22 and is scheduled to be completed during Winter 2023.

The Indio Campus Expansion project includes addition of a new 3-story instruction and student services building of about 67,000 sf. It also includes

an outdoor pavilion and a dining venue. The total project budget is about \$73.8 million funded using Measure CC bonds. Construction began in Spring 2022 and is scheduled for completion during Fall 2023. The Indio Campus Expansion renovation project to the existing building (10,000 sf) is part of the same project with occupancy planned for Summer 2024.

The Indio Child Development Center is a new building providing approximately 18,000 sf of program space. The total project budget is about \$26.2 million funded using Measure CC funding. The project also benefits from a subsidy funding which is part of a federal treasury New Markets Tax Credits program (public-private partnership) freeing up bond funding for equivalent use on other District capital projects. There was discussion of the various programs that can offer rebates or other incentives for installation of solar photo-voltaic equipment. It was pointed out that the District is actively pursuing PV technology as part of the improvements planned for the Palm Springs Development Project and plans to work with the utility provided and to identify incentive and creative ways to pay for an installation in the future.

Mr. McGinnis summarized the report and pointed out that active and completed projects are listed in the final section of the report and are available for review.

A question was asked by member Ernie Rios as to whether there is potential further development for Mecca/Thermal existing instructional facilities. Mac McGinnis from MAAS Companies commented that he is not aware of any firm commitments for public infrastructure in the area, which could greatly limit growth. As an active participant of the Thermal/Oasis Council Ernie Rios stated that there are discussions occurring with Coachella Valley Water District regarding funding opportunities and designations.

6. Previous Business

Facility Tours (in progress)

Two committee members recently toured several District bond-funded projects in Palm Desert and Indio. Tours are available at any time for members and you may contact John White with the District.

7. Information/Discussion

7.1 Upcoming Audit Cycle and Draft Annual Report

Diane Rubin reviewed the upcoming audit cycle and draft annual report. The information was provided to the committee and members of the public on the committee website in advance of the meeting. She encourages all

committee members to review the documentation and to send comments or edits to John White with the District. Eide Bailly LLP will be performing financial performance audits for the period ending June 30, 2022. The reports will come before the Citizens' Bond Oversight Committee and then on to the Board of Trustees. Chairperson Rubin stated that the reports are the annual communication to tax-payers and stakeholders in the community for monitoring and compliance.

8. Member Reports and Comments

8.1 No individual member comments were made.

8.2 Meeting Format

Diane sought input on committee preferences for meeting format. Recent meetings have all been Zoom Meetings. Will reach out to members not present. Monachino favors periodically meeting in person and at different District sites. Dietrich open to both Zoom or in-person meeting, but preferences in-person. Broughton favors Zoom Meetings for convenience (travel time savings Diane Rubin mentioned the possibility of hybrid meetings.

Diane Rubin proposed that the March 2023 meeting take place in Indio and there was support for the idea.

There was a question from Member Monachino about the Conflict of Interest form. Mr. White stated that the form is embedded in the proposed revised by-laws and would be actionable once the Board approves the new language and form.

9. Future Agenda Topics

There was a question from Member Monachino about the Conflict of Interest form. Mr. White stated that the form is embedded in the proposed revised Bylaws and would be actionable once the Board approves the new language and form.

A continuation of current projects, such as the revised Bylaws, audit reports, and the annual Bond Report for the Board of Trustees is logical.

10. Questions for the District

Are you aware of any Bond proceeds that were expended for purposes other than those set forth in Measure B or Measure CC?

District representatives confirmed appropriate use of Measures B and CC funds.

Are you aware of any Bond proceeds that were expended for any teacher or administrative salaries of the college or for operating expenses?

District representatives confirmed that no Bond proceeds were expended for teacher or administrative salaries of the college or for operating expenses.

11. Adjournment

Adjourned occurred at 4:20 p.m.

The next CBOC meeting is scheduled for Tuesday, March 7, 2023.