



Citizens Bond Oversight Committee

For Solano Community College District
Measures G and Q Bonds

ADOPTED MINUTES
Tuesday, August 11, 2015

1. CALL TO ORDER

A Special Meeting of the Solano Community College District Citizens' Bond Oversight Committee was called to order at 3:32 p.m., on Tuesday, August 11, 2015, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Chairman Dennis.

2. ROLL CALL

Members Present

Lyman Dennis, Chair
Hermie Sunga, Vice Chair*
Angelo Cellini
Robert Charboneau
Neil Ferguson
David Fleming
Melvin Jordan

Members Absent

Vacant – Student Association
Vacant – Business Organization

Members of the Public

Janet Roberts

Other Present:

William Tunick, Legal Counsel, DWK
Stan R. Arterberry, Interim Superintendent-President
Yulian Ligioso, Vice President, Finance & Administration
Ines Zildzic, Program Manager, Kitchell
Renee Pegues, Business Operations Coordinator, SCCD

*Arrived after Roll Call

3. APPROVAL OF THE AGENDA

Moved by Mr. Jordan and seconded by Mr. Fleming to approve the agenda as presented. The motion carried unanimously.

4. COMMENTS FROM THE PUBLIC

Chairman Dennis recognized Interim Superintendent-President Stan Arterberry who was asked by the Governing Board of Trustees to “express their sincere appreciation to all of you for the services you provide on this very important committee and personally from me I want to thank you. I know as private citizens you have given a lot of time to come and work on this committee and wanted to say thank you very much for that commitment. The Board Sub Committee on the Bond Measure met the other day and would like to share some comments that you need to take under consideration in your discussions. The Board did receive a report from Chairman Dennis on behalf of the committee and the Board will be reviewing the CBOC Bylaws and discussing the bylaws and may be taking action on the bylaws. They will be taken under consideration those comments that were submitted by Chairman Dennis. Some of the highlights that will be contained in that revision of the bylaws:

- Membership will remain at nine.
- Meetings will still meet once per quarter.
- Recruitment - Board members are actively recruiting members to serve on the committee for the vacancies that exist.
- Student Vacancy - There is one student vacancy on the committee. We have received one application from a student. There is a student who submitted an application. The application was incomplete so it was returned to the student for completion.
- Associated Students General Election - the Board will be requesting a list of any appointees
- Confident that all vacancies will be filled

Mel Jordan – Clarification of committee reports.

5. REPORTS (NO ACTION REQUIRED)

a. Presentation to Governing Board

Chairman. Dennis distributed 2 handouts to the Committee. Handout #1 entitled *CBOC Response to SCC, August 11, 2015* and Handout #2 entitled *Program Management*.

Mel – given that the college why don't we yield or legal position from the college and the CBOC. Bond is already approved. The Bond Oversight Committee to provide additional information.

Bob-Question to limited to quarterly meetings. Information from other committees can meet as needed. No input.

Mel – Communications. But to have formal meetings. Retired. Public documented. All document. Recorded. On the record.

Bob –

David – Brown Act

Hermie –

Stan – serial meeting definition. Calls for at least 1 meeting a year.

David – Mel, Bob, and I are in agreement. We need to not

Janet Roberts said “I am surprised to hear from the grand, um from the trustees about limiting your meetings because as we put in the Grand Jury Report we interviewed all of them, all the elected officials and none of them had any problem with meeting more and encouraged the group...” I lost the end of what she said on my recording as there was a little commotion regarding her addressing the committee.

Stan – corrected.

Mel – positive communication. Documented appropriately.

Research of what the intent was. Legal status. Go by four meetings a year.

Mel –Honestly the BOT and CBOC want to work together. Special Meetings will be called as needed.

Mel – conclude we are trying to establish communications. I don’t see any Board denying. Facilities Master Plan

6. ACTION ITEMS

a. Approval of Special Meeting Minutes of June 16, 2015

The following corrections were made to the minutes for June 16, 2015:

Page 1: Remove *Mr. Charboneau requested that Mel Jordan be removed from the roll call and any further correspondence.

Page 4, Line 8: Remove “before,”

Page 4, Line 32: Should read “Page 11: Conflict of Interest. Laws that control conflicts of interest.”

Moved by Mr. Fleming and seconded by Mr. Sunga to approve the minutes as corrected. The motion carried unanimously.

- b. Review, Editing and Approval of Press Release Seeking CBOC New Members –
Removed from the agenda.

7. INFORMATION ITEMS (NO ACTION REQUIRED)

Discussion of next steps including the following:

- a) Projects for which to request detailed information
Performing Arts Center and the Science Technology Building, Fairfield

Lyman requested that the July Quarterly Report be sent to the CBOC members.

Performing Arts is in bidding phase. Decommissioning of the building. A few more steps.
Science Building Phase I – Programming phase with users, programmatic. Chemistry, Design methods.

Budget Scope and Schedule. Design/Build

Biotech – Would be a good choice. Planning expenses.

Bob – request of detail expenses for professional fees. Yulian – Performance and financial audit. Auditors look at least 90%. What kind of controls are in place.

See a breakdown of professional fees. Copy of the audit.

Lyman recognized Stan asked that when the auditors to come members of the cboc meet with the auditors. The detail behind the audit. We want to know where the money is being spent.

Science – early planning stages

Biotech – Major expenditures and when the decisions were made.

List of resources – Quarterly summary.

Bob – suggestion subcommittee of 2 people to review the information.

Have reports from staff prior to the meeting. Quarterly reports will be available this week.

Stan will go back to the board with the suggestion.

Joint meet between the Bond and the Board.

- b) What detailed information to request

- c) Requesting information from SCC Bond Program
 - a. Deferred maintenance proposals

 - b. Mechanisms to reduce the cost of professional fees

 - c. Mechanisms to reduce the costs of site preparation
 - d. Mechanisms to reduce costs by incorporating efficiencies in schoolsite design

 - e. Recommendations regarding joint use of core facilities

 - f. Recommendations regarding use of cost-effective and efficient reusable facility plans

- d) Meeting frequency and time

8. ANNOUNCEMENTS

Announcement Gala

9. ITEMS FOR THE NEXT MEETING

- a) Discussion of requested documents received from Bond Program

- b) Discussion of next steps

- c) Discussion of applications received for CBOC membership

- d) Other suggestions?

10. ADJOURNMENT

Moved by Mr. Jordan and Seconded by Mr. Cellini to adjourn the meeting
There being no further business, the meeting was adjourned at p.m.