

Citizens Bond Oversight Committee

For Solano Community College District
Measure Q Bond

Meeting Agenda

Tuesday, April 12, 2022
3:30 p.m.

Due to social distancing guidelines, this meeting will be conducted via Zoom. Links, call in information and meeting ID number to join the Zoom meeting are below:

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/91308723135>

Or iPhone one-tap (US Toll): US: [+16699006833,91308723135#](tel:+16699006833,91308723135) or [+13462487799,91308723135#](tel:+13462487799,91308723135)

Or Telephone:

Dial:	+1 669 900 6833
	+1 346 248 7799
	+1 253 215 8782
	+1 301 715 8592
	+1 312 626 6799
	+1 646 876 9923

Meeting ID: 913 0872 3135

Or Skype for Business (Lync): <https://cccconfer.zoom.us/skype/91308723135>

Please Note: Members of the public may address the CBOC on any item within the CBOC's jurisdiction. In order to ensure questions for the CBOC are addressed, please complete a blue card available at the press table and submit it to the Chair at the beginning of the meeting. Persons addressing items included on the agenda will be heard at the time the item is considered. Persons requesting to address items or subjects that are not on the agenda will be heard under the agenda item, "Comments from Members of the Public." The CBOC cannot take action on any items not on the agenda unless authorized by law. Matters brought before the CBOC that are not on the agenda may, at the CBOC's discretion, be placed on a future agenda. The CBOC Chair reserves the right to modify the order of business in the manner she/he deems appropriate. As a courtesy to others, please silence all electronic devices during the meeting.

1. CALL TO ORDER

A meeting of the Solano Community College District Citizens’ Bond Oversight Committee (CBOC) was called to order at 3:31 p.m., on Tuesday, April 12, 2022, by CBOC Chair Ward Stewart.

2. ROLL CALL

Present

Ward Stewart

Cary Leider

Andre Stewart (*left at approximately 4:15PM*)

Janet Roberts (*left at approximately 4:55 PM*)

Doriss Panduro (*left at approximately 4:35PM*)

Glenn Loveall

Absent

Dawn LaBar

Vacant, Senior Citizens’ Organization

Vacant, Associated Students

3. APPROVAL OF AGENDA

It was moved by Janet Roberts and seconded by Doriss Panduro to approve the agenda. The motion was passed unanimously.

4. COMMENTS FROM MEMBERS OF THE PUBLIC

There were no comments from members of the public.

5. APPROVAL OF JANURAY 11, 2022 MEETING MINUTES

It was moved by Janet Roberts and seconded by Glenn Loveall to approve the meeting minutes from the CBOC meeting held on January 11, 2022. The motion was passed unanimously.

6. COMMITTEE MEMBERSHIP UPDATE

There are two (2) applicants for CBOC membership pending appointment by the Board. Appointment of these two (2) applicants may occur as early as the April 20, 2022 Board of Trustees Meeting. There are still two (2) vacant positions – Senior Citizen’s Organization and Associated Students representatives. The District continues to seek members for these vacant positions.

As Ward Stewart will be leaving the CBOC due to expiration of his second term, the CBOC will need to select a new Chair.

7. CABOC

Information about CABOC (California Association of Bond Oversight Committees) and what is on their website was provided to the CBOC. CABOC was founded in 2019 prior to the dissolution of the California League of Bond Oversight Committees (CaLBOC) in January 2021. Ward Stewart has previously attended some of these meetings. Bond funding cannot be used for attendance at / expenses for these types of events per District counsel.

8. ANNUAL CBOC REPORT

Ward Stewart asked for volunteers to assist with writing the annual CBOC report to the Board of Trustees. The report focuses on updating what was done over the past year, when the CBOC met and opinions from CBOC members regarding their work. Janet Roberts offered to assist. Glenn Loveall may also be available to assist. It is possible that new members may be interested in participating as well.

9. ANNUAL AUDIT

Heather McGee Decauwer, CPA from CliftonLarsonAllen presented a summary of the recently completed financial and performance audits. There were no material weaknesses and no instances of non-compliance found. There were no findings from either FY20 or FY21. Questions from the CBOC members were asked and answered throughout the presentation. A copy of the presentation will be attached to the approved meeting minutes when posted.

10. QUARTERLY PROGRESS REPORT

This agenda topic was combined with the Project Summary Update (Agenda Item #11).

Lucky Lofton reviewed the Quarterly Progress Report and addressed questions throughout the discussion. There were questions regarding the length of time from quarter close to publishing of the report. The Quarterly Progress Report is reviewed with the Board of Trustees, typically prior to being reviewed with the CBOC; and the Quarterly Progress Report cannot be completed until financials and project reports for the quarter are completed. This sometimes results in a longer duration from Quarterly Report completion and presentation to the CBOC. Kitchell, the Bond Program Manager, will work to deliver future Quarterly Progress Reports closer to the end of each quarter.

Change Order and Amendment details are not included in the Quarterly Progress Report. Those are all addressed with the Board of Trustees at their meetings; and supporting materials are included with the Board of Trustees agenda items. Lucky Lofton addressed details from BHM Change Orders #17 and #18 as an example of the materials reviewed by the Board of Trustees. Lucky Lofton mentioned the detailed notes he compiles and will send these notes to the CBOC member for easy reference.

During the presentation, projects were reviewed. Lucky Lofton addressed questions regarding the Library / Learning Resource Center, Building 300 Renovation, Early Learning Center Expansion, On Campus Housing, Baseball/Softball Clubhouse Replacements, Fairfield Campus Building Exteriors, Central Plan and Electrification, Fairfield Pool and Equipment Replacement, Fairfield Substations #3 Study, Vacaville Annex Renovations (corbel replacement), Vacaville Aeronautics Nut Tree Facility Improvement, Vallejo Belvedere Property Fence, and the ADA Transition Planning and Mapping projects.

During this discussion topic, we lost a quorum.

11. PROJECT SUMMARY UPDATE

See Agenda Item #10 above.

12. UPCOMING MEETING SCHEDULE

Members discussed scheduling the next CBOC meeting and agreed on July 12, 2022 at 3:30 PM.

13. ANNOUNCEMENTS

There were no announcements.

14. ADJOURNMENT

It was moved by Cary Leider and seconded by Glenn Loveall to adjourn the meeting. The motion was passed unanimously. Meeting was adjourned at 4:59 p.m.

Materials related to an item on this Agenda submitted to the CBOC after distribution of the agenda packet are available for public inspection in the Bond Business Operations Coordinator's Office in the Administration Building, 4000 Suisun Valley Road, Fairfield, California 94534. All meeting materials provided at time of publication are available on the Solano College Web site at www.solano.edu for public inspection.

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