

UNADOPTED MEETING MINUTES

Citizens Bond Oversight Committee

For Solano Community College District
Measure Q Bond

Meeting Agenda

Thursday, November 16, 2023
4:00PM

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://solano-edu.zoom.us/j/88504951444>

Or iPhone one-tap (US Toll): US: [+16694449171](tel:+16694449171).,88504951444# or [+16699006833](tel:+16699006833).,88504951444#

Or Telephone:

Dial:	+1 669 444 9171	+1 669 900 6833	+1 253 205 0468	+1 253 215 8782
	+1 346 248 7799	+1 719 359 4580	+1 312 626 6799	+1 360 209 5623
	+1 386 347 5053	+1 507 473 4847	+1 564 217 2000	
	+1 689 278 1000	+1 929 436 2866	+1 301 715 8592	
	+1 309 205 3325	+1 305 224 1968	+1 646 931 3860	

Meeting ID: 885 0495 1444

Or Skype for Business (Lync): <https://solano-edu.zoom.us/skype/88504951444>

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 by Chair Richardson at 4:02 PM, on Thursday, November 16, 2023.

2. ROLL CALL

Present

Cary Leider
Glenn Loveall
Steve Neff
Tamuri Richardson
Janet Roberts (left at 5:07PM)
Ward Stewart

Absent

Dawn LaBar
Andre Stewart
Vacant, Associated Students

Others Present:

Lucky Lofton
Priscilla Meckley-Archuleta

3. APPROVAL OF AGENDA

It was moved by Steve Neff and seconded by Cary Leider 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 AUGUST 9, 2022 MEETING MINUTES and NOVEMBER 9, 2023 MEETING NOTES

It was moved by Cary Leider and seconded by Steve Neff to approve the meeting minutes from the CBOC meeting held on August 9, 2022 and the notes from the CBOC meeting held on November 9, 2023. The motion passed unanimously.

6. COMMITTEE MEMBERSHIP

The expired terms were discussed.

- The Member-At-Large position that expired on 11/19/21 remains open as the search for a successor continues. There was an applicant that may still be interested, but that application was not fully completed in order for it to be forwarded to the Board of Trustees' consideration.
- The Member-At-Large – Construction and Building Trades position that expired on 10/7/23 will continue to be filled by Glenn Loveall. Confirmation on process will be referred to the District – is Board of Trustee approval needed?

- The Bone Fide Taxpayers Association Representative position held by Janet Roberts expiring on 1/17/24 may have an interested applicant – Bob Choisser. Ms. Roberts will follow-up with Mr. Choisser to see if he is interested and to let him know to reach out to Ms. Meckley-Archuleta if assistance with the application is needed.
- Chair Richardson will follow-up with the President-Superintendent regarding options for filling the Active Member in Support Organization for the College seat expiring on 1/17/24.

7. SELECTION OF NEW CBOC VICE CHAIR

There was discussion of selecting a Vice Chair. Chair Richardson asked for volunteers. Steve Neff volunteered. Before proceeding to a vote, Chair Richardson asked if there were other volunteers. Hearing none, Cary Leider moved the recommendation to elect Steve Neff for Vice Chair. The motion was seconded by Glenn Loveall and was unanimously approved. After referring to the Bylaws, the duration of this selection may be for up to three (3) years, which is the same as for the Chair.

8. UPDATE ON ANNUAL CBOC REPORT TO THE BOARD – FY2020-2021 REPORT

Chair Richardson provided a brief summary of the Board of Trustees presentation of the CBOC's Annual Report for FY2020-2021. There were no questions.

9. FY2021-2022 ANNUAL CBOC REPORT TO THE BOARD

Chair Richardson will draft the FY2021-2022 Annual Report. She will receive comments/feedback from the other CBOC members and provide a final draft for Committee approval. The Board of Trustees presentation will be scheduled when the Report is ready.

10. SLDBE PROGRAM

Small, Local, Diverse Business Enterprises (SLDBE) Program was discussed. It was noted that there are some challenges with these businesses being able to fully comply with the Program requirements. The reported data on this Program was reviewed via reference to the last Quarterly Report (Page 10). Some CBOC members commented that they felt the District was doing well based upon the data reported. There was a question asked about whether larger businesses could sponsor SLDBE-eligible businesses.

11. UPCCAA PROGRAM (<https://welcome.solano.edu/measureq/upccaa/>)

There was a quick review of UPCCAA (Uniform Public Construction Cost Accounting Act) Program process and the value to the bond program, as well as the District.

12. QUARTERLY PROGRESS REPORTS *(all Reports sent to CBOC members and posted on the District website)*

2022 Q3 Report (June 1, 2022 through September 30, 2022)

2022 Q4 Report (October 1, 2022 through December 31, 2022)

2023 Q1 Report (January 1, 2023 through March 31, 2023)

2023 Q2 Report (April 1, 2023 through June 30, 2023)

It was confirmed that Committee members have been receiving these Quarterly Progress Reports. There were no questions.

13. PROJECT SUMMARY UPDATES

Lucky Lofton referenced the 11/10/23 monthly BOT (Board of Trustees) report to facilitate a project update, and BSP (Bond Spending Plan) #26 was referenced to address project budget questions. The following projects were highlighted, and questions from the CBOC members were addressed:

- B300 Renovation,
- Central Plant,
- Early Learning Center Expansion,
- On-Campus Housing, which is no longer a bond-funded project, was reviewed as an information only item,
- Parking Lot Repairs/Improvements,
- Pool Deck Replacement,
- Solar Energy, and
- Substations #3 and #4 Replacement.

Priscilla Meckley-Archuleta will check to confirm if the November BOT report was sent to CBOC members.

14. MEETINGS

Schedule (frequency) was discussed by the Committee. There was a consensus that quarterly meetings would be good and that the meetings should be scheduled a year in advance. There was discussion about the type of meetings (in-person, virtual, hybrid, etc.), and the members supported the hybrid model.

The CBOC members were asked for preferences for meeting days/times. There was consensus that meetings on Thursday of the second week of the month at 4PM would be a good time. It was further discussed that a poll of the Committee members would be a good next step to confirm that.

There was discussion regarding what to do if there is no quorum. The CBOC members supported using meetings with no quorum as an informational and educational session taking no actions.

15. ANNOUNCEMENTS

There were no announcements.

16. ADJOURNMENT

It was moved by Steve Neff and seconded by Cary Leider to adjourn the meeting at 5:21PM. The motion was passed unanimously.

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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