

Measure Q Citizens' Bond Oversight Committee Meeting Notes

Meeting of May 18, 2017
6:30 p.m.
District Board Room, District Office

Members Present:

Cecilia Aguiñaga
Bruce Bauer
Alberta Christy
David Brandt
Jim Hossfeld
Irma Avila Macias
Kenneth Nguyen
Manuel Peña
Erik Peterson

District Staff Present:

Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services
Carri Matsumoto, Assistant Vice Chancellor, Facility Planning
Adam O'Connor, Assistant Vice Chancellor, Fiscal Services
Dr. Linda Rose, President, Santa Ana College

1. **Meeting called:** Mr. Nguyen called the meeting at 6:35 p.m. Committee members were introduced.

Mr. Nguyen asked for a moment of silence in honor of Rene Guzman, Rene was the senior organization representative on this committee and passed on April 22, 2017. Members of the committee shared memories and provided information on the various committees and community groups that Rene served on. Ms. Macias stated a memorial services for Rene is being planned, information will be forwarded and all are encouraged to attend. Mr. Hardash said that the Board of Trustees acknowledged Rene at their May15th meeting and read the statement that was shared.

Public Comments - There were no public comments.

2. **Annual Organization Meeting – Mr. Nguyen**
Mr. Nguyen opened the floor to nominations for Chair and Vice-Chair of the Measure Q Citizens' Bond Oversight Committee.

Election of Chair: A motion was made, seconded and approved unanimously to elect Mr. Jim Hossfeld as Chair of the Measure Q Citizens' Bond Oversight Committee for the 2017 calendar year.

Election of Vice-Chair: A motion was made, seconded and approved unanimously to elect Ms. Alberta Christy as Vice-Chair of the Measure Q Citizens' Bond Oversight Committee for the 2017 calendar year.

Adoption of Schedule: A proposed meeting schedule was distributed and reviewed. A motion was made, seconded and approved unanimously to schedule meetings on September 21, 2017 and January 18, 2018 for the Measure Q Citizens' Bond Oversight Committee.

Affirmation of the Measure Q Citizens' Bond Oversight Committee Ethics Policy Statement and Bylaws: The committee reviewed. A motion was made, seconded and approved unanimously to affirm the Citizens' Bond Oversight Committee Ethics Policy and Bylaws as presented.

2. **Approval of Meeting Minutes and Notes - November 1, 2016 Minutes and January 19, 2017 Meeting Notes:** Mr. Hossfeld called for a motion to approve the Minutes and accept the Notes. A motion was made, seconded and approved with one abstention.
3. **Measure Q Revenue Bond Construction Fund Audit Report for the fiscal year ended June 30, 2016 – Mr. Hardash:** The audit report was reviewed with the committee. The audit, both the financial and performance are a clean audits, indicating that the District is spending the funds the way the tax payers voted on. No salaries were charged to bond fund. The audits are considered an unmodified opinion, the highest level of assurance the auditors can give a district per Prop 39 audit guidelines. Mr. Hossfeld called for a motion to accept the Measure Q Revenue Bond Construction Fund Audit Report for the fiscal year ended June 30, 2016 as presented. A motion was made, seconded and approved unanimously.
4. **District Update – Dr. Rodríguez:** Dr. Rodríguez was not present.
5. **Measure Q Projects Update and Sequencing – Ms. Matsumoto:** Ms. Matsumoto reviewed the following projects dated May 18, 2017:
 - ✓ **Dunlap Hall:** This project has been completed.
 - ✓ **Central Plant and Infrastructure:** There have been some delays due to rain, however, night shift work began in April and work continues on underground utilities and mechanical upgrades. The hardscaping, Quad benches and Amphitheater walls work is currently taking place. The project is 65% complete. Mr. Peterson, the SAC student representative stated that with the constant movement of fencing in construction areas, the students appreciate the signage and staff guidance in locating paths to their classes and communal areas.
 - ✓ **Emergency Relocation of Music Building:** The relocation of the music building has been completed and the music program will be moved back to the N building this summer once the work has been completed.
 - ✓ **Johnson Demolition:** DSA requires this demolition take place in two phases. Phase I will be the interior demolition beginning October 2017, and building demolition to start December 2017 through March 2018. Phase 2 will be the subsurface demolition, the pad, excavation, soils

testing, etc. The timeframe for Phase 2 is anticipated to start in October 2018 through March 2019.

- ✓ **Johnson Student Center:** The building is in construction document phase, there are additional site improvements to the hardscape, landscape, vehicle access to Middle College High School and accessible parking. There is an on-going traffic assessment. This project is anticipated to be in DSA for review in October 2017, anticipated approval in August 2018 and construction to begin in the spring of 2019.
- ✓ **Science Center:** Project was submitted to DSA for approval in December 2016 with anticipated approval in September 2017. District continues to meet with user groups to continue review. Current target for start of construction is January 2018 and occupancy in the summer of 2020. This project is tracking on time. Discussion ensued on options for parking as this project will impact parking on the campus.
- ✓ **Parking Lot at 17th/Bristol Street:** This project was discussed, the city does not want a parking lot on the property, the city's preference is retail on the lot. The district does not have any funds identified for a parking structure with a connection bridge at this time. A surface parking lot is necessary to alleviate the parking impact to the campus during construction, the district also needs to provide sufficient parking for construction crews. Entryways and exits were discussed and the traffic impact to the neighborhood. After discussion with the neighborhood association, this project was redesigned to address the comments to add more lighting, emergency blue phones, block walls and exits. The city's project of widening Bristol Street also affects this projects.
- ✓ **Master Program Budget:** Ms. Matsumoto reviewed the updated project list, budgets, status, targets for construction and target occupancy dates. A project budget history was also reviewed.

Ms. Matsumoto shared a video of the Quad and Amphitheater areas.

6. **Measure Q Financial Summary – Mr. O'Connor:** Mr. O'Connor reviewed the Measure Q Projects Cost Summary with the committee through April 30, 2017 on May 5, 2017. \$23 million have been encumbered since the last meeting in November, mostly on the Central Plant project. Bottom left corner shows the interest earned so far, interest is booked at the end of the fiscal year. Funds are being spent within the guidelines as stated in the independent audit report.
7. **Measure Q Series B Issuance:** Mr. Hardash stated that by the next meeting in September, the district will be in the process of preparing documents for the next issuance of bonds. IRS requires that tax free bonds are issued and be expended within a three year period. Series A was issued for \$71 million in 2013 and will get the district through December 2017. The next issuance, Series B will be the next \$70 million, Series C will be the remaining bonds some time in 2020.
8. **Santa Ana College Update – Dr. Rose:** Dr. Rose shared with the committee that staff at SAC gathers, including the President to help students navigate around the campus during construction. Updates on the bachelorette degree,

student success, enrollment and upcoming events were provided to the committee.

9. **Comments:** Committee members shared brief comments.
10. **Future Meetings:** The next meeting is scheduled for September 21, 2017 at 6:30 p.m. in the District Board Room at the District Office at 2323 N. Broadway.