



Solano Community College District

MEASURE Q CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC) MEETING

Fairfield Campus (Swing Space) – Conference Room 234
Solano Community College, 360 Campus Lane, Suite 201, Fairfield, California
Monday, December 1, 2014
5:30 p.m. – 6:30pm

UNADOPTED MINUTES

Members Present

1. Mr. Melvin Jordan, Chairman CBOC
2. Mr. Robert Charboneau
3. Mr. Gary Bertagnolli
4. Mr. Lyman Dennis
5. Dr. Walter Quinn
6. Mr. Hermie Sunga
7. Mr. Neil Ferguson
8. Mr. Angelo Cellini

Members Absent

1. VACANT, Student Association, SCCD

Members of the Public

1. Ms. Janet Roberts

Others Present

1. Dr. Jowel Laguerre, President/Superintendent, SCCD
2. Mr. Leigh Sata, Executive Bond Manager, SCCD
3. Ms. Ines Zildzic, Program Manager, Kitchell CEM
4. Mr. Bob Fuselier, Project Executive, Kitchell CEM
5. Ms. Sandy Su, Fiscal Controls Manager, Kitchell CEM

Chairman Jordan called the meeting to order at 5:30pm and led those present in the Pledge of Allegiance to the Flag of the United States of America.

I. December 1, 2014, Agenda: *Approved*

A motion to approve the agenda was made by Chairman Jordan. The motions was seconded and unanimously carried.

II. August 11, 2014, Minutes: *Approved as amended*

A motion to approve the minutes from August 11, 2014 was made by Chairman Jordan. The motion was seconded and unanimously carried with an amendment to include the inquiry on why the Vallejo Center Project exceeded the budget and Vacaville Center was completed under budget.

III. PUBLIC COMMENTS:

No public comments were made at this meeting.

IV. ITEMS FOR COMMITTEE CONCURRENCE

A. Measure G and Q Quarterly Bond Progress Update

1. Ms. Zildzic highlighted the revised Measure Q Quarterly Progress Report. This report covers financials through June of 2014. Ms. Zildzic reviewed with the Committee that the revised report reflects discussions and comments received from the CBOC members and that it includes several new sections. In summary, the report provides the following:
 - a. Program summary of current activities
 - For this report, significant activity is attributed to August 2014 Bond Spending Plan Board approval and a number of program start-up activities.
 - b. Campus Summaries for Fairfield, Vacaville and Vallejo campuses.
 - c. Financial summary section that provides a summary of expenditures to date.
 - d. Program budget summary per Board approved Bond Spending Plan.
 - e. Projects report section with a detailed project progress update for active projects. This section includes a dashboard column next to schedule and budget.

V. INFORMATION ITEMS:

- A. Mr. Leigh Sata and Ms. Ines Zildzic presented to the Committee a Bond Spending Plan History document. Mr. Sata noted that he completed a detailed research to address CBOC members' comments regarding Facilities Master Plan documents timing. Provided Bond Spending Plan document was reviewed by Ms. Zildzic and explained that this represents a high level summary of pre-bond and post-bond activities. Specifically, sections associated with pre-bond activities include a description of projects, budgets and bond language based on July 2012 project list and September 2012 Final Draft Campus Plans. The post-bond section of the document includes a list of Board approved Measure Q Projects and a historical overview of projects development.

VI. NEW BUSINESS AT THE REQUEST OF CBOC MEMBERS:

- A. Quarterly Meetings
 1. The committee will continue to meet quarterly.
- B. Audit Subcommittee
- C. Distribution of CBOC Material

1. District will continue to distribute the CBOC material via email and follow-up with hard copies in the mail.

D. Building Tour – B600: Chairman Jordan noted that Building 600 was impressive and thanked staff for their time in providing the building tour.

VII. AGENDA ITEMS FOR THE FEBRUARY MEETING

A. Mr. Sata requested the committee to submit a list of items to discuss for the February meeting in advance since it required time to gather the information.

VIII. ADJOURNMENT

A. Chairman Jordan motioned for adjournment, motion was seconded.

IX. ATTACHMENTS

1. SCCD Measure G and Q Quarterly Bond Progress Update.

UNADOPTED