

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**  
**Bond Oversight Committee Minutes**  
**July 27, 2010, 3:00 p.m.**  
**District Office**

Members Present: Committee Chair Jim Wyatt, Vice Chair Marion McDowell,  
Dr. Patrick Cheng, Gita Dev, Stanley Gross, Bill Nack, Ruth Nagler  
(by phone)

Members Absent: Linda Asbury, Marta Bookbinder, Rose Jacobs Gibson, Denisse  
Gonzalez

District Staff Present: Barbara Christensen, Jim Keller, José Nuñez

**Call to Order**

Committee Chair Wyatt called the meeting to order at 3:05pm as there was a quorum. He also said that Ruth Nagler would be joining the meeting by phone as soon as a connection is made.

**Approval of Minutes from Meeting of March 3, 2010**

It was moved by Stanley Gross and seconded by Patrick Cheng to approve the minutes of March 3, 2010 as written. The motion passed with all members voting “Aye”.

**Discussion of Oversight Committee Term of Office**

Director Christensen explained that approximately 1 ½ years ago, she took an amendment to the Board policy governing the Bond Oversight Committee, which asked the Board of Trustees to eliminate the two year term and the requirement that members serve for no more than two consecutive terms (4 years total). This request was made because the Bond Oversight Committee was working well, the members were willing to continue to serve, and the San Mateo County Civil Grand Jury had commended the District for their procedures.

In the recent San Mateo County Civil Grand Jury report, Director Christensen learned that the term limit that had been in our Board policy was a state law and not a local regulation. As a result, she said all but two of the current members are no longer eligible to serve. Linda Asbury has one year remaining on her term and Gita Dev has two years remaining on her term.

Director Christensen told the committee that she is actively looking for a CPA and general community members, who preferably have construction background but do not work for San Mateo County Community College District. She said that state law specifies what background or organizations the committee members must represent. She asked the committee to email her the names and contact information of potential candidates to serve on the new Bond Oversight Committee.

Director Christensen also asked current committee members if they could attend the first meeting with new committee members to make the transition easier.

Patrick Cheng asked if the current committee should nominate a new chairperson. Director Christensen said that would take place when the new committee meets. Marion McDowell added that the nomination of a new chairperson could not take place today because it was not an agenda item. Director Christensen said that this meeting is governed under the Brown Act and actions taken must be noticed.

### **Review of Cumulative Report on Expenditures through March 31, 2010 for Measure A and Measure C**

Executive Vice Chancellor Keller summarized the financial reports as of March 31, 2010. He reported that Measure C has a current balance of \$36,281. Measure A expenditures to date are \$310,974,014 (67%) with commitments of \$62,185,346 (13%) leaving a balance of \$94,395,939 (20%) for identified projects. Mr. Keller said the balance will be used for the large buildings currently under construction: College Center, building 10 at College of San Mateo; Multicultural, Cosmetology & Administration, building 4 and Auto Transmission, building 11 at Skyline College (CIP2); Library, Learning Resource Center & Student Services, building 5/6 at Cañada College. Vice Chancellor Nuñez said the balance will also be spent on post occupancy needs that the tenants identify after the buildings are completed.

Executive Vice Chancellor Keller explained that the yellow highlights on the detail report for Measure A identify the projects that had a change in spending from the last report. Bill Nack asked what happens if a project comes in under budget. Mr. Nuñez responded that after the budget reconciliation takes place, the money saved is redistributed to other projects.

Mr. Nack asked if the commitment column has a zero, but there is still a balance showing, would that indicate that the project is complete. Mr. Nuñez answered in most cases that is correct, but not always. After review and discussion of specific Measure A projects, it was suggested that two additional columns be added to the report; percent complete and expected completion date. Director Christensen added it would also be helpful to the new committee members if the Design/Build projects listed the sub-project names underneath with no budget dollars assigned.

Gita Dev asked what was the expected completion date for Measure A projects. Mr. Nuñez said the estimated time of completion is around December 2012.

### **Analysis of Facilities “Unmet Needs”**

Vice Chancellor Nuñez began his PowerPoint presentation by saying that he incorporated the CIP update into this report and this is a draft document which is subject to change. He explained that the unmet needs are due to the State’s decision to not put a Statewide bond on the ballot in 2008, resulting in a loss of \$55 million. In addition, \$20 million in bond funds was lost due to the Lehman Brothers bankruptcy.

Mr. Nuñez reviewed color coded maps detailing projects which have been completed, are in progress, have not been funded or still remain undetermined at Cañada College, College of San

Mateo and Cañada College. He also reviewed charts for the projects at the colleges and Districtwide and the costs associated with these projects. In order to complete all the projects on the charts of unmet needs, the following funding would be necessary: \$399 million from the District, \$66 million from the State and \$91 million is undetermined.

**Information on State matching Funds (leveraging)**

Vice Chancellor Nuñez reviewed projects completed, under design and future projects which were State funded. During 2002-2010, ten projects were completed totaling \$91.4 million; \$62.7 million was State funded and \$28.7 million was Bond funded. There are four projects under design/construction which total \$29.1 million; \$21.6 million is State funded and \$7.5 million is Bond fund. Mr. Nuñez said that there are three projects slated for fiscal year 2011-12 which are approved but not funded because the State did not pass a Statewide education bond. He said there is the possibility of an educational bond being added to the November 2012 election. Three projects totaling \$54.3 million have been resubmitted for approval and are scheduled for fiscal year 2012-13.

Executive Vice Chancellor Keller said that Mr. Nuñez and staff have an excellent relationship with the State Chancellor's office and have worked extremely hard to earn State funding for the projects.

**Chronicle Story on Health and Wellness Building**

Director Christensen said that Gita Dev requested that this item be placed on today's agenda and a copy of the article was included in the meeting packet. She said two days before the parcel tax election, the article was printed in the San Francisco Chronicle questioning why Measure A bond money was used to build the San Mateo Athletic Club.

Director Christensen said the Workforce Development, Health and Wellness Center was documented in the 2005 master plan. She said this building houses Cosmetology, Dental Assisting, Nursing, Medical Assisting and adaptive PE, as well as the Fitness Center.

She added that the Fitness Center has three primary missions: to house PE classes, to train fitness professionals and to serve as a community fitness center. Excess revenues from the Fitness Center membership fees will be used for equipment maintenance & replacement and to supplement the College budgets.

Director Christensen added that the fitness center was well received by citizen of local communities and very successful. Memberships have far exceeded the District's expectations and revenue will be used to support other programs.

Gita Dev said she will report back to the people who had called her with questions.

**Information on Measure G Parcel Tax and Oversight Committee**

Director Christensen told committee members that the Measure G Parcel Tax, which was on the June 8, 2010 ballot, did pass. On election night there were 75,000 votes counted and 67.10% of

the voters had supported the passage of the parcel tax. After contacting the San Mateo County of Elections Office the next day, Director Christensen was told there were still 40,000 ballots to be counted. After a three-week wait, the passage of the parcel tax was confirmed. She said the District is extremely thankful to the voters who supported Measure G. College administrators are meeting to evaluate the waitlists to determine what classes should be added back into the curriculum.

Patrick Cheng asked about the formation of the new oversight committee. Director Christensen said the District committed to voters to establish a Citizens' Oversight Committee if Measure G passed. The committee will consist of three members who will be recommended by local Chambers of Commerce, one Certified Public Account, one retiree, and two community orientated people.

### **Committee Members' Comments/Requests for Future Agenda Items**

Director Christensen provided the committee with a copy of the San Mateo County Civil Grand Jury report and the District's response. She said this is the first time that the District has not completely accepted the Grand Jury's recommendations. Chairman Wyatt said he met with the Civil Grand Jury sub-committee and felt the meeting went well.

Ruth Nagler said it has been a pleasure to serve on this committee.

Stanley Gross thanked the committee members for doing a wonderful job while serving on the Bond Oversight Committee.

Patrick Cheng asked that the election of a new committee chairperson be added to the next meeting agenda.

### **Public Comments**

None

### **Schedule of Future Meetings**

Director Christensen will coordinate the next meeting with the new committee members and also invite outgoing members to attend.

### **Adjournment**

The meeting was adjourned at 4:40pm.