



Citizens' Bond Oversight Committee

Minutes for Tuesday, March 9, 2021

3:30 p.m.

Via Zoom Video Conference Call

Meeting Participants

Committee Member(s) Present

Steven Bayard (Chair and Member-At-Large, West Valley); Andrew Harker, Ed.D. (Vice Chair and Member-At-Large, East Valley); Margie Eklund (Senior Citizen Group Representative); Becky Broughton (Business Representative); Diane M. Rubin (College Support Organization Representative), and Maria Cuautle (Student Representative)

Committee Member(s) Not Present

Vacant (Taxpayer's Association Representative)

District Official(s) Present

John Ramont (Vice President, Administrative Services); Ruben AriAztlan Perez (Trustee); John O. White (Executive Director, Bond Program & Facilities Planning), Scott Adkins, Ed.D. (Director, Education Centers, West Valley) and Jessica Enders (Director, Education Centers, East Valley Campus)

District Official(s) Not Present

Joel L. Kinnamon, Ed.D. (Superintendent/President)

Bond Management Representative(s) Present

Mac McGinnis (Program Manager, MAAS Companies)

Recorder

Mark Howard (Executive Assistant, Bond Program & Facilities Planning)

Guest

Brandon L. Harrison, Partner, Eide Bailly LLP

Meeting Minutes

1. Call to Order/Roll Call

- Chair Steven Bayard called the committee to order at 3:33 p.m. The committee had a quorum.

1.1 Public Comments

- Pursuant to the Governor’s Executive Order N-25-20, Chair Steven Bayard stated that the COC Committee may participate via teleconference. He further stated that public participation, in accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email to mhoward@collegeofthedesert.edu during the meeting, prior to the close of public comment on an item, and read into the record during public comment. There is a time limit of three (3) minutes per person and a maximum of 15 minutes for the entire meeting.
- Chair Steven Bayard requested that any guest(s) present in the Zoom Meeting identify themselves. No response was received and Recorder Mark Howard confirmed no guest(s) had joined the meeting.

2. Action Items

2.1 Approval of Agenda

- A motion was made by Diane Rubin to approve the March 9, 2021 Meeting Agenda. Becky Broughton seconded the motion. No discussion ensued. All in favor. No opposed. Motion was passed.

2.1 Conclusion

- March 9, 2021 Meeting Agenda was approved as presented.

2.1 Follow-up Items

2.1 Task of

2.1 Due by

None	None	None
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2.2 Approval of December 8, 2020 Minutes

- A motion was made by Margie Eklund to approve the December 8, 2020 Meeting Minutes as presented. Diane Rubin seconded the motion. No further discussion ensued. All in favor. No opposed. Motion was passed.

2.2 Conclusion

- December 8, 2020 Meeting Minutes were approved.

2.2 Follow-up Items

2.2 Task of

2.2 Due by

None	None	None
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3. Information/Discussion Items

3.1 Introduction of Trustee, Ruben AriAztlan Perez

- Chair Steven Bayard welcomed Trustee Ruben AriAztlan Perez to the committee, who will be representing the Board of Trustees in the next four meetings. Ruben shared some of his background and thanked the committee for their time.

3.1 Conclusion

- The committee members welcomed Ruben AriAztlan Perez.

3.1 Follow-up Items

3.1 Task of

3.1 Due by

None	None	None
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3.2 2019 – 2020 C.O.C. Annual Bond Report Draft

- Chair Steven Bayard asked John White to present the 2019 – 2020 Annual Bond Report draft to the committee. John White briefed the committee on the following revisions that have been made to the Bond Report draft since the last meeting:
 - ✓ The bond measures are now addressed chronologically, with Measure B preceding Measure CC;
 - ✓ Additional content includes images of current projects, such as the new Hilb Library, Indio center buildings and an aerial view of the Palm Springs Development Project, and
 - ✓ The new College of the Desert web site pages featuring Citizens’ Bond Oversight Committee information formally found only on the MAAS Bond web site pages.
- Following Chair Steven Bayard requests for comments Diane Rubin responded with the following two suggestions:
 1. Mention both Measures B and CC Bond programs in the first paragraph of the Independent Financial and Performance Audit section on page 7, and
 2. Update the web link on the top of page 8 for the audits and financial reports to the Annual Bond Reports page.

3.2 Conclusion

- The committee members were briefed on the 2019 – 2020 Bond Annual Report Draft and the report will be amended to reflect the two recommendations.

3.2 Follow-up Items	3.2 Task of	3.2 Due by
None	None	None

3.3 Projects Updates

- Mac McGinnis presented the Bond Project Updates which began with the following sites being geographically located with the aid of aerial photos:
 - Palm Desert Central Campus:
 - ✓ Softball field lighting project almost completed;
 - ✓ The District approved the initiation of design for a football stadium replacement and reorientation of the existing soccer field with installation night lighting, and
 - ✓ Installation of Applied Sciences building canopy.
 - Indio Center:
 - ✓ The locations of the Expansion Building and Indio Child Development Center were identified.
 - ✓ The new Indio Child Development Center incorporate a modern architecture style and will be a state-of-the-art facility.
 - Palm Springs Development Project:
 - ✓ The land that had been the site of the Palm Springs Mall is now graded with gravel and the vacated Jack in the Box facility is scheduled for demolition.
 - The Roadrunner Motors Project:
 - ✓ The recently acquired undeveloped lot in Cathedral City will be the future home of the Roadrunners Motors auto program.
 - ✓ The project will accommodate a twenty thousand square foot automotive and technology training center occupying the eastern half of the property. The Schematic Design phase is fifty percent complete.
- Mac McGinnis stated that the Roadrunner space program has undergone refinements since entering the design phase, for example, the dimensions of classroom in the proposed new building will increase modestly to be 140 square feet, which is approximately the size of the auto program classrooms presently on campus.

- Chair Steven Bayard requested that the projects report include the street address of new projects, which is helpful for all audiences. Mac McGinnis agreed and stated the projects report would reflect street addresses in the future.
- Vice President John Ramont suggested the Committee be briefed with the design changes the architects made to the Indio projects in response to the COVID-19 Pandemic and new safety guidelines. Mac McGinnis stated that the District approved an additional one million dollars to pay for public space modifications, such as automatic sliding doors, hands free restroom features and social distancing features for classrooms and teaching labs.
- The Palm Springs Development Project aerial artist rendering shows buildings on the east side of the twenty-seven-acre site, while the parking lots and open spaces occupy the western portion, which is closest to neighboring properties.
- In response to Vice Chair Andrew Harker’s inquiry about the location of the main entrance to the PSDP, Mac McGinnis informed the committee the main entrance and address will be on Farrell Drive and there will be street access to the site from Baristo Road and Tahquitz Canyon Way, as well.
- Budget information was presented to the committee for all active, completed and future projects, which outlined funds spent, remaining balances and a summary.

3.3 Conclusion

- Committee members were briefed on current, completed, and future projects.

3.3 Follow-up Items	3.3 Task of	3.3 Due by
None	None	None

3.4 2019 – 2020 Financial and Performance Audit Presentation

- Brandon L. Harrison, Partner, Eide Bailly LLP conducted the 2019-2020 Financial and Performance Audit presentation outlining the audit results of Measures B and CC bond programs. Findings verified that bond funds are being spent appropriately and that financial records are accurate. Vice Chair Andrew Harker inquired about the arbitrage as a potential issue for tax-exempt financing. The Auditor and Vice President Ramont responded that arbitrage is always considered and analyzed as part of the financial audit process and that the District complies.

3.4 Conclusion

- Committee members were briefed on the 2019-2020 Financial and Performance Audit report.

3.4 Follow-up Items	3.4 Task of	3.4 Due by
None	None	None

4. Future Agenda Topics

- Committee Member Appointment/Reappointment Process (Action item)
- 2019-2020 COC Annual Report – Final (Informational item)
- Committee Overview/Orientation from Bond Council Don Field, Partner with Orrick, Herrington & Sutcliffe, LLP (Informational item)

5. Questions for the District

- Chair Steven Bayard posed the following two questions to the District Officials, concerning Bond proceeds and expenditures:
 1. "Are you aware of any Bond proceeds that were expended for purposes other than those set forth in Measure B or Measure CC?"
On behalf of the District John Ramont responded, "No".
 2. "Are you aware of any Bond proceeds that were expended for any teacher or administrative salaries of the College or for the operating expense?"
On behalf of the District John Ramont responded, "No".

6. Adjournment

The Committee adjourned at 4:23 p.m.

Next Meeting

Tuesday, June 8, 2021 at 3:30 p.m.

Zoom Video Conference Meeting