



**Citizens' Bond Oversight Committee**  
**Minutes for Tuesday, September 8, 2020**

3:30 – 5:00 p.m.

Via Zoom Video Conference Call

**Meeting Participants**

**Committee Member(s) Present**

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

**Committee Member(s) Not Present**

Vacant (College Support Organization Representative), and Vacant (Taxpayer's Association Representative)

**District Official(s) Present**

John Ramont (Vice President, Administrative Services); Aurora Wilson (Trustee); John 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**

Robert Rauscher (Associate Program Manager, MAAS Companies)

**Bond Management Representative(s) Not Present**

Mac McGinnis (Program Manager, MAAS Companies)

**Recorder**

David DeSpain (Bond Office Manager, MAAS Companies); Mark Howard (Executive Assistant, Bond Program & Facilities Planning)

**Guest**

Diane M. Rubin (nominee for College Support Organization Representative)

# Meeting Minutes

## 1. Call to Order/Roll Call

- Chair Andrew Harker called the committee to order at 3:34 p.m. The committee had a quorum.
- Chair Andrew Harker requested that the following statement be made for the record:
  - Due to the recent malware incident experienced by College of the Desert the usual methods of notifying the public of this Citizen’s Oversight Committee meeting via their website were compromised.

### 1.2 Public Comments

- No comments from the public

## 2. Action Items

### 2.1 Approval of Agenda

- A motion was made by Steven Bayard to approve the September 8, 2020 Meeting Agenda. Margie Eklund seconded. No discussion ensued. All in favor. No opposed. Motion was passed.

### 2.1 Conclusion

- September 8, 2020 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 June 9, 2020 Minutes

- A motion was made by Margie Eklund to approve the June 9, 2020 Meeting Minutes as presented. Steven Bayard seconded. No discussion ensued. All in favor. No opposed. Motion was passed.

### 2.2 Conclusion

- June 9, 2020 Meeting Minutes were approved as presented.

#### 2.2 Follow-up Items

#### 2.2 Task of

#### 2.2 Due by

None	None	None
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### 2.3 Election of Officers

- A motion was made by Andrew Harker to nominate Steven Bayard as Chair. Becky Broughton seconded. All in favor. No opposed. Motion was passed.
- A motion was made by Margie Eklund to nominate Andrew Harker for Vice Chair. Becky Broughton seconded. All in favor. No opposed. Motion was passed.

### 2.3 Conclusion

- Steven Bayard was unanimously approved for appointment of Chair and Andrew Harker was unanimously approved for appointment of Vice Chair.

#### 2.3 Follow-up Items

#### 2.3 Task of

#### 2.3 Due by

None	None	None
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## 3. Information/Discussion Items

### 3.1 Introduction of new Student Representative Maria Cuautle and new College Support Organization Representative Diane Rubin

- Mr. Ramont introduced Maria Cuautle, the new Student Representative to the Committee. Ms. Cuautle greeted the Committee and shared that she is a biology major and her goal is medical school.
- Mr. Ramont introduced Diane Rubin, the new College Support Organization Representative to the Committee. Ms. Rubin addressed the Committee and provided her extensive background and her current position as Finance Chair for the College of the Desert Foundation.

### 3.1 Conclusion

- The committee welcomed Maria Cuautle and Diane Rubin.

#### 3.1 Follow-up Items

#### 3.1 Task of

#### 3.1 Due by

None	None	None
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### 3.2 Introduction of the new Recorder, Mark Howard

- John White advised the Committee that the administrative duties of the Committee which have previously been handled by MAAS will be transitioned over to the Bond Program and Facilities Planning department. John White introduced the new Recorder, Mark Howard to the Committee. Mark Howard addressed the Committee and provided a brief account of his recent background.

### 3.2 Conclusion

- The Committee welcomed Mark Howard.

#### 3.2 Follow-up Items

#### 3.2 Task of

#### 3.2 Due by

None	None	None
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### 3.3 General Obligation Bond Sale and Refunding

- John Ramont addressed the Committee regarding the recent Bond sale, which was very well received. The District is in good standing and sustains an excellent credit rating.

### 3.3 Conclusion

- Committee Members were briefed on the recent bond sale and refunding.

#### 3.3 Follow-up Items

#### 3.3 Task of

#### 3.3 Due by

None	None	None
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### 3.4 Bond Projects Update & Bond Project Financial Report

- Robert Rauscher, Associate Project Manager with MAAS, introduced himself to the Committee and advised he was standing in for Mac McGinnis who was unable to attend.
- Robert Rauscher, with the aid of a PowerPoint slide presentation, discussed the following projects with the Committee:
  - Indio Center Expansion project was ready for submission to Division of the State Architect (DSA); however, due to COVID-19 a hold has been put on the submission in order to further review strategies relating to the new safety protocols.
  - The Indio Child Development Center (CDC) is in a similar state, although the design process is still pending completion. This project will also include adjustments for COVID-19 before submission to the DSA.
  - The programming and initial design phase of the Roadrunner Motors in Cathedral City project is almost completed. Next is the schematic phase which will involve more detailed information, such as elevations, plans and artists renderings. MAAS is confident that they have a good understanding of the faculty's needs, as well as industry's standards, which is evident from the neighboring car dealership community.

- At this time Andrew Harker inquired about the nature of the relationship the College would have with the car dealerships. John White stated that the College's interaction with the car dealerships would not involve any exchange of commerce, but rather would be in relation to the industry needs for skilled workers and other resources in general.
- Softball Field Lighting project presently has some trenches dug and fencing up at the site, so be careful if you happen to be on site any time soon. Presently reviewing with a third-party consultant, the bids for completion of the work that were received last month.
- Old Warehouse Renovation project is complete with only the final paper work pending. M&O and Business Services have begun to use their new spaces and seem pleased with the improvements. Once COVID-19 restrictions are over then Friends of the Library will be able to use their area in the newly renovated warehouse.
- Concerning the Central Campus Redevelopment project, the Hilb Library is completed. Building C, the new home of the Board of Trustees, has had delays due to some last-minute changes the DSA requested and the impact of COVID-19 on the trucking industry and delivery of materials. We request patience during this period while these matters are being dealt with.
- The updated List of Active Projects was reviewed, noting that some of the modular installations are being retained longer than originally planned, but that overall the population of completed projects continue to grow.
- The Future Projects PowerPoint slide highlighted the Desert Hot Springs, Phase II project, which is still pending with a budget of \$440,000,000., and at the half-way point as far as bond funding.

### **3.4 Conclusion**

- Committee Members were briefed on current and completed projects and financials under the Measure B and Measure CC Bond Programs.

### **4. Future Agenda Topics**

- 2019-2020 COC Annual Report Draft

### **5. Questions for the District**

- Andrew Harker 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 4:06 p.m.

## **Next Meeting**

Tuesday, December 8, 2020, from 3:30 p.m. – 5:00 p.m.

Zoom Video Conference Meeting