



HARTNELL COLLEGE

**Citizens' Bond Oversight Committee for Measure T  
Meeting Minutes **Approved****

**DATE: November 12, 2020, 3 p.m.**

**Location: Building E, Room E112**

**ZOOM INFORMATION:**

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/92400471581>  
Or iPhone one-tap (US Toll): +16699006833,92400471581# or +13462487799,92400471581#

Or Telephone: Dial:

+1 669 900 6833 (US Toll) +1 346 248 7799 (US Toll) Meeting ID: 924 0047 1581

International numbers available: <https://cccconfer.zoom.us/u/ajPLB9C1S>

Or Skype for Business (Lync):

SIP:92400471581@lync.zoom.us

**MEMBERS**

Name	Member Category	Present	Absent
1. Vacant	College Support Organization		
2. Gish, Vearl	Senior Citizens' Organization		X
3. Kimbley Craig	Business Organization	X	
4. Guss, Deneen	At-Large		X
5. LeBarre, Mike	At-Large		X
6. Leonard, Grant	At-Large	X	
7. Miguel, Timothy	At-Large		X
8. Mori, Sam	At-Large	X	
9. Richardson, George (Ted)	Taxpayer Organization	X	
10. Wong, Frances	Student		X

**Others**

Name	Title or Representing	Present	Absent
Raul Rodriguez	Superintendent/President, Hartnell College	X	
Alfred Muñoz	Interim VP, Administrative Services, Hartnell College	X	
Joseph Reyes	Executive Director, Facilities Planning and Construction Management, Hartnell College	X	
David Tachaira	Controller - HCCD	X	

**CALL TO ORDER & INTRODUCTIONS**

The meeting called to order at 3:05 PM  
Introduction/Roll Call – NO quorum

Grant Leonard

**ADOPTION OF THE AGENDA**

No adoption

Grant Leonard

**Hartnell College Vision Statement:** Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

**Hartnell College Mission Statement:** Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

## PUBLIC COMMENTS

No public comments

## ACTION ITEMS

1. NO ACTION ITEMS for lack of quorum

Grant Leonard

## INFORMATION/DISCUSSION/PRESENTATIONS

1. Audit Presentation by CWDL

Ben Levitt

Ben Levitt presented the audit findings.

Two audits are done each year. The Building Fund Financial audit and the Building Fund Performance Audit.

Examination of the information is on data through June 30, 2020 the end of fiscal year 2019-20.

Mr. Levitt identified the outline of each report, that it is a standardized format they use and is consistent each year. He started first with the Financial Audit Report:

Financial Report:

Page 1 identifies the rolls and responsibilities of management and the auditor.

Page 2 provides their opinion which for this fiscal year they found that financial statements present fairly in all material aspects the respective position of the Measure T GO Bonds as of June 30, 2020. This page also provides the reader the auditing standards used in their audit.

The next part of the report is the Financials.

Page 3 and 4 present the balance sheet for the bond.

Page 5 through 8 contain the Notes to the audit. Notes 1 through 5 identify summary of accounting principles, review of accounts receivable, fund balance classification, purpose of the bond and information on general obligation bonds.

Pages 9 and 10 reviews the procedures utilized and defines the specific findings they are looking for. Deficiency in internal control, material weakness and significant deficiency. Page 10 also identifies the purpose of the report which is to solely describe the scope of testing of internal control and compliance and the results of the testing. No opinion of effectiveness is given.

The last section is the findings for both 2019-20 and the previous audit year 2018-19. In both no audit findings were found.

The next report reviewed was the Performance Audit.

The nine-page report identified that in all significant respects, Measure T GO Bond funds for the year ending June 30, 2020 were expended only for the specific projects developed by the Board and approved by the voters.

Background and history of general obligation bonds are given on the next two pages and well as a summary of the Measure T Bond.

Following is the scope and objectives identified for the reader.

Page 5 provides their conclusion.

The audit was found to be a clean and unmodified. Funds are as represented in the financials and expended per the Measure.

2. Mr. Muñoz updated the committee on the selection of a new CBO. Should have one in place in January. It was also shared that a press release will go out in a few weeks identifying that there will not be face to face classes until Fall 2021 with the clarification that all things can change as to that date. There are some exceptions in Nursing where hybrid classes are being taught and some of the CTE classes at Alisal are face to face. Study Hall space at the gym is being looked into so those students with limited WIFI connections have a place to study. There are also some student services by appointment only that are going forward as face to face.
3. Annual Report – With no quorum the vote on the report will need to be held at a later time.
4. Joseph gave an update on the projects:
  - a. Castroville – 14-month project with a begin date of December.
  - b. Plaza is completed with exception of some landscaping/site work punch list items. Elevator is also nearing completion and will have a state inspection. The interior elevator will be the next part of the project.
  - c. Nursing: Structural is up and the first floor is poured.
  - d. 2<sup>nd</sup> Floor B Building – received approval from DSA. Will go out to bid after the Nursing Building is completed.
  - e. Will start programming (design phase) of Buildings J and K by end of the year.
  - f. Soledad – interior finish has started.;
  - g. King City is close in schedule with Soledad.
5. Financials
  - a. Financial documents were posted to web page and discussed by Mr. Techaira. No questions were raised by the committee.
  - b.

#### OTHER ITEMS/BRIEF ANNOUNCEMENTS

#### NEXT MEETING(S)

1. A Doodle Poll will go out to members to determine the next meeting date  
To determine Jan 20 or 27.

Dawn Henry

#### ADJOURNMENT

The meeting adjourned at 3:57 PM