

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

BOND OVERSIGHT COMMITTEE MEETING

Minutes

June 14, 2006

PRESENT	Harry Gamotan, Chair Javier Aldape, Vice Chair Sean Dendy Rick Giffin Joey Lasnik Donald Young David Medrano Dr. Allan Hoffman
ABSENT	Dr. Valeau, Larry Carrier
PRESENTERS	Damon Felice – Townsend Management, Inc. Robert Yin, Guy Hollins
GUESTS	Stan Crane – Assistant to President, Hartnell College
CALL TO ORDER	The meeting was called to order at 3:04 p.m. by Chair Harry Gamotan. Chair Gamotan asked committee members and visitors to introduce themselves.
ADOPTION OF AGENDA	By consensus, the agenda was adopted.
MINUTES	By consensus, the minutes of May 10, 2006 were approved as written.
PUBLIC COMMENT	Chair Gamotan called for public comments. No comments were made.
BOND OVERSIGHT COMMITTEE MEMBER COMMENTS	Mr. Giffin reported that the “ <i>General Obligation Bonds 2002 Election, Series B (2006) Rates Proposal</i> ” document dated May 5, 2006 sent to the Bond Oversight Committee, encompasses community information and its relationship to Hartnell College. This document was issued by

RBC Capital Markets and was mailed to the Bond Oversight Committee with a cover letter on May 19, 2006.

The Committee reviewed the document and discussion ensued regarding information specific to Pages 17 and 23 and other information related to designated swing space and possible building renovations/replacements. Additionally, there were questions (See Page 23) regarding direct and overlapping tax and assessment information.

The Committee requested that TMI representatives and Stan Crane review the entire document with the Bond Oversight Committee at its next meeting to help clarify some of the information contained in this document. Joey suggested that Larry Carrier and/or Terry Buttle also be asked to assist the Committee in this effort. Any other questions can be forwarded to Dr. Valeau.

Additional copies of the document were requested to be mailed to the TMI representatives, Stan Crane, David Medrano, Javier Aldape, and Don Young prior to the next Bond Oversight Committee Meeting.

Mr. Medrano noted that his name was listed incorrectly on the agenda. He asked that it be changed to note his first name as "David" not "Ray".

**INFORMATION
ITEMS:**

Damon Felice, TMI, distributed the Bond Project Fund #45 Summary information dated May 31, 2006 to the Committee for review. He reported there were some minor miscellaneous changes to expenses.

- Change Orders for Phase I have been completed and this project is now closing out.
- This project has been completed at approximately \$300K under the forecasted budget (Parking Garage).
- TMI is also closing out any purchase orders that have remaining funds and transferring them to the general contingency account (All Phase I Projects).
- Remaining items for the parking structure are safety items that include the completion of signage and operational maintenance.
- The parking structure will open again on the first day of Summer School. Punch Lists are complete.
- This information will be provided to the Board of Trustees

at its next board meeting.

Damon reported that the Center for Assessment and Lifelong Learning received State approval for the construction plan. The project budget for the Center for Assessment and Lifelong Learning is still awaiting final state approval and is anticipated within the next several weeks. The college hopes to begin construction on the CALL building in September before the beginning of the winter season. Should the State not approve the project budget until December, the project would not be able to start until approximately March 2007.

Joey asked if notification regarding the State approval was released to the media. She also asked for confirmation that Phase I of the construction projects has now been completed.

Stan responded that a brochure has been sent out to the community with some of the main financial information related to construction and the status of the projects; however, information regarding the State approval for the CALL building, etc., will be going out in the next brochure. He confirmed that Phase I was basically completed.

The Committee agreed that this was positive information that should be sent to the two main newspapers in Monterey County. Sean cautioned that any information should first be reviewed by the Bond Oversight Committee and it should be presented in a format that is clear and concise. Harry suggested that some of the financial information could be further refined to eliminate confusion.

By consensus, the Committee agreed that:

- Phase I projects are complete.
- Summary information of the projects will be refined with an emphasis on the projects coming in “under budget” due to the action of Administration’s efforts to obtain the best rates.
- Stan Crane will work up the information and present it at the next Bond Oversight Committee Meeting. This information will be reviewed and then sent out to the community.
- Copies of the *Rates Proposal* information will again be forwarded to the TMI representatives, Stan Crane, David Medrano, Javier Aldape, and Don Young.
- TMI representatives and Stan Crane will review the *Rates Proposal* information and ensure that all negative percentages can be clarified.
- Project specifics vs. program specifics will be clarified.

CALL PROJECT

Damon reported that costs for the CALL project may increase approximately 10% as a result of nationwide increases in fuel, steel and other materials. Stan noted that the Board of Trustees has received some state information regarding the cost of overruns experienced by other colleges due to current state and national economics.

David commended Hartnell College for its excellent model of ADA access with reference to the new Learning Resource Center. Dr. Hoffman suggested that information regarding the excellent use of space, ADA access and the user friendly technologies of the LRC should also be included in the brochure to the community. Stan agreed and suggested there could be one or more articles relating to the excellent attributes of the new Learning Resource Center.

TMI briefly noted that proposed Phase II information is being reviewed, re-prioritized, etc., and will be completed and ready for presentation to the Bond Oversight Committee in the near future.

**MEASURE H
FINANCIAL
REPORT**

None. Larry Carrier will provide an update at the next Bond Oversight Committee meeting.

ACTION ITEMS

None.

**FUTURE AGENDA
ITEMS**

Stan reported that 55,000 books were relocated to the Learning Resource Center. Personnel are now being relocated to the office space in the LRC with the assistance of Scarr Moving, a local moving company.

NEXT MEETING

Next Meeting:

- In-depth review of the *Rates Proposal* information
- Report from the Bond Oversight Committee will be submitted to the Board of Trustees at the July 11, 2006 Board Meeting.

The next Bond Oversight Committee meeting is scheduled for August 9, 2006 at 3:00 p.m.

ADJOURNMENT

The Bond Oversight Committee meeting was adjourned at 3:53.p.m.