

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

BOND OVERSIGHT COMMITTEE MEETING

Minutes

December 7, 2005

PRESENT	Harry Gamotan, Chair Javier Aldape Sean Dendy Joey Lasnik Donald Young Edward Valeau
ABSENT	Juan Sanchez, and vacant position (taxpayers' organization)
PRESENTERS	Damon Felice
VISITORS	Dr. Stan Crane, Brian Adair
CALL TO ORDER	The meeting was called to order at 3:00 p.m. by Chairman Gamotan. He asked all members and visitors to introduce themselves.
ADOPTION OF AGENDA	By consensus, the agenda was adopted as printed.
MINUTES	By consensus, the minutes of October 24, 2005 were approved as written.
PUBLIC COMMENT	Chairman Gamotan called for public comments. No comments were made.
BOND OVERSIGHT COMMITTEE MEMBER COMMENTS	Chairman Gamotan called for comments from the Bond Oversight Committee members. No comments were made.
INFORMATION ITEMS:	
Status of Current Contracts	Mr. Felice reported on the status of current contracts as follows:

- Parking Structure – delays due to panels not being delivered and some ADA issues. It will be open at the beginning of the next semester.
- Landscaping is ongoing

College Construction Update

Even though some construction on campus is not funded by Measure H, as a courtesy to the Bond Oversight Committee Mr. Felice gave an update on the Library as follows:

- Glass has been installed in tower #2
- Installation of glass in tower #1 will begin on Monday
- Installation of controlled environment units is being completed

Mr. Felice reported that the Library should be complete and ready for move-in the week prior to Spring break. Mr. Dendy asked for clarification on how long the students would be without a library. Mr. Felice stated that it could be one week but it is not entirely clear.

Parking Structure Grand Opening

The Parking Structure will be open for use on January 23, 2006. The Grand Opening Celebration is scheduled for February 17, 2006. More information to follow.

Bond Oversight Sub-Committee on Financial Reports

Mr. Aldape and Mr. Felice stated that a sub-committee of the Bond Oversight Committee had met to draft of a simplified financial report. The sub-committee consisted of Mr. Aldape, Mr. Felice, Dr. Valeau, Terry Buttle, and Aaron Johnson, President of the Board of Trustees. It was also noted that Ms. Lasnik had attended the sub-committee meeting as a guest.

Mr. Aldape distributed notes to the Bond Oversight Committee detailing the sub-committee's discussion. Mr. Felice stated that the draft financial report would be made available to the Committee on Monday. The draft report will include a breakdown by project showing soft costs (architecture), inspections, construction costs, variances, etc.

Mr. Felice stated that they use the same financial statement format for both Measure H and State funded projects, and that some Measure H items have matching funds from the State. Dr. Valeau suggested that the new format include the percentage of the cost that is attributed to Measure H.

Chair Gamotan thanked Mr. Aldape for taking the time to serve on the sub-committee.

**Chamber of
Commerce Letter**

Dr. Valeau distributed copies of a December 6, 2005 letter received from the Chris Steinbruner, Chairman of the Board for the Salinas Valley Chamber of Commerce, requesting public records. Dr. Valeau stated that he would respond to the letter on behalf of the College, noting in the letter that the College will provide the Chamber with the information requested as timely as possible within the framework of the College's capabilities. Dr. Valeau made reference to an editorial in which Chris Steinbruner is quoted as saying that it is not the intent of the Chamber to hurt Hartnell College, however, the letter dated December 6, 2005, seems hostile in tone and content. Dr. Valeau distributed copies of a Salinas Union High School District (SUHSD) newsletter and queried whether or not the Chamber is asking the same questions of SUHSD.

A discussion ensued regarding the relationship between the College and the Chamber, as it relates to the Bond Oversight Committee. Ms. Lasnik and Mr. Aldape suggested that a representative of the Chamber be invited to a discussion with the Committee. Mr. Young stated the need for a time limit should be adhered to for the discussion. On behalf of the Committee, Mr. Gamotan will write a letter to the Chamber asking their intent in requesting numerous documents.

Dr. Valeau stated that the new President of the Board of Trustees has requested that a bond financial report go to the Board on a monthly basis. Mr. Young asked if there was concern at the Board level that the Committee is not being responsive. Dr. Valeau stated that there has been conversation with two members of the Board. Dr. Valeau reassured the Committee that it is being responsible to the Board of Trustees.

A discussion ensued regarding how bond financial reports and other information should go to the Board of Trustees. It was noted that receiving monthly financial reports might entail a monthly meeting of the Committee.

By consensus, bond financial reports as prepared by TMI will be forwarded to the Committee by the President's Office on a monthly basis in a pdf format; and further, all comments from Committee members regarding the bond financial reports will be forwarded by email to Chair Gamotan who will compile the comments and forward to Dr. Valeau for dissemination to the Board of Trustees.

By consensus, bond financial reports and information must first come to the Bond Oversight Committee which is responsible to provide information to the Board of Trustees.

Chair Gamotan suggested that the Committee meet every other month, especially as we enter a new year.

Construction Update

Dr. Crane stated that a Campus Briefing is scheduled for Friday, December 9, 2:00 p.m. in the Board Room to update the public on major construction projects at the college. Dr. Crane shared a binder with recent photographs showing the status of campus construction.

The Committee asked that copies of the most recent construction timeline/schedule be mailed to them. TMI will provide the information to the President's Office for mailing.

Mr. Dendy asked if there were identified projects at the beginning of Measure H. Dr. Valeau stated that there was an agenda which was given to the public at the beginning of the process. Mr. Dendy asked if a Student Center was considered. Dr. Crane stated that dollars had been set aside for the Student Center in Measure H funds.

**COMMITTEE
MEMBERS
APPOINTMENT**

Dr. Valeau stated that he had called a gentleman who is a member of the Monterey County Taxpayers' Association who is interested in serving on the Committee. Additionally, Dr. Valeau was contacted by a Certified Public Accountant who is not affiliated with any taxpayer association but who is interested in serving.

Dr. Valeau stated that he has contacted the Chancellor's Office to obtain a definition of a bona fide taxpayers' association. They responded that it is an association whose sole responsibility is to deal with matters pertaining to taxes, i.e., raising/lowering taxes, informs the public, and is an advocate for the greater good of the community. Dr. Valeau stated that he would research further whether or not a CPA qualifies for the open position on the Committee.

Dr. Valeau stated that qualified individuals who had shown interest in serving will be interviewed by a sub-committee of the Bond Oversight Committee.

Ms. Lasnik stated that it is very important that we have full Committee attendance. It was noted that one Committee member had missed three meetings. Chair Gamotan will contact the member and inquire as to their interest in continuing to serve.

**FUTURE AGENDA
ITEMS**

Chair Gamotan called for future agenda items. The following items were suggested:

- Budget Update

Bond Oversight Committee
December 7, 2005

- Discussion with Salinas Valley Chamber of Commerce Rep
No other agenda items were forthcoming.

**NEXT MEETING
DATE**

By consensus, the next regular meeting will be on Wednesday, January 18, 2006, 3:00 p.m. in the Board Room.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:03 p.m.