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.

Citizens’ Bond Oversight Committee for Measure T Minutes  
July 19, 2023 3:00 pm  [APPROVED]  
411 Central Avenue, Building E, Room E112, Salinas, CA 93901

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Member Category</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>1. Willard Lewallen</td>
<td>College Support Organization Rep</td>
<td>x</td>
<td></td>
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<tr>
<td>2. Lupe Kinnear</td>
<td>Senior Citizens’ Organization Rep</td>
<td>x</td>
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<td>3. Colleen Stanley</td>
<td>At-Large</td>
<td>x</td>
<td></td>
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<td>4. Paul Farmer, Co-Chair</td>
<td>Business Organization Rep</td>
<td>x</td>
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<tr>
<td>5. Timothy Miguel</td>
<td>At-Large</td>
<td>x</td>
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<td>6. Sonia Jaramillo, Chair</td>
<td>Business Organization Rep</td>
<td>x</td>
<td></td>
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<tr>
<td>7. Francis Wong</td>
<td>Student</td>
<td>x</td>
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<tr>
<td>8. VACANT</td>
<td>Tax Payer Organization Rep</td>
<td>x</td>
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Others

<table>
<thead>
<tr>
<th>Name</th>
<th>Title or Representing</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael Gutierrez</td>
<td>Superintendent/President, Hartnell College</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Graciano Mendoza</td>
<td>VP, Administrative Services, Hartnell College</td>
<td>x</td>
<td></td>
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<tr>
<td>Joseph Reyes</td>
<td>Executive Director, Facilities Planning and Construction Management, Hartnell College</td>
<td>x</td>
<td></td>
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<tr>
<td>David Techaira</td>
<td>Controller HCCD</td>
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<td>x</td>
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CALL TO ORDER & INTRODUCTIONS
The meeting called to order at 3:02 PM.

ADOPTION OF THE AGENDA
Motion: C. Stanley  
2nd: P Farmer

Adopted: Unanimous approval for adoption.

PUBLIC COMMENTS

No public comments

ACTION ITEMS

1. Consider: Adoption of previous meeting(s) minutes
   Motion: P. Farmer  
   2nd: L. Kinnear
   Approved: Unanimous approval

2. Election of new Chair(s)
   Discussion was held.
Nomination of Sonia Jaramillo
2nd: P. Farmer
Elected: Unanimous approval.

Co-Chair:
Nomination: Paul Farmer
2nd: S. Jaramillo
Elected: Unanimous approval

INFORMATION/DISCUSSION/PRESENTATIONS

1. President’s Report
   Michael Gutierrez
   Mr. Gutierrez shared an abbreviated presentation that had been presented to the trustees in April. The presentation identified the status of the new centers and how the district is looking forward on Increasing attendance, staffing, and programs/courses being taught. Through Panther prep, working with high schools and being a presence on high school campuses, they registered 1,000 students. Of the senior grads in the district boundaries Hartnell is seeing approximately 50% of the grads enrolling here. Dual enrollment (attending high school and taking Hartnell class(es) had 625 students.

2. Project Status
   Joseph Reyes
   Currently three projects are in various stages. Bldg. K is on schedule to be completed December 2023. Bldg. J is in preparation to advertise the Request for Proposals and mandatory site walk-through in Sept. Bid opening is slated for October and a construction start of January 2024. This will be a 12-month project. The practice field and track are still in review at DSA. The district has scheduled going out to bid this fall semester, but until DSA approves and releases the project we are in a holding pattern.

   As an FYI there is one other project that the district will undertake, which is the renovation of the CDC playground. This is not a Measure T project. Also, the Counseling suite of offices is almost complete, and again not a Measure T project, the renovation was done as the space was vacated by a student support program moving to the second floor of building B.

   Q&A: Member inquired if there would be an elevator in the renovation of building J.
   No. The cost was found to be prohibitive for the creation of a new elevator. The building is served by ramps which do meet all ADA requirements.

3. Financials
   David Tachaira/Graciano Mendoza
   Controller Tachaira reported that the Measure T Funds are following the required spend down rate. The information on expenses from inception of the bond to the current closed month (June) and for the recently closed FY 2023 was gone over. The three Phase 3 active projects (K, J and practice field) are at 38%, 5% and 8% of their budget for this past fiscal year. The remaining Phase 1 project (Bldg. D and E.) reflects 64% of its budget has been expended. While work is 100% complete, paperwork in the form of pay applications are still to be presented for payment which identifies the percentage less than 100% of a completed project. Projects are spending within their budget and at the appropriate rate.

   Q&A: Member asked what was the percentage rate being seen on funds not in use or encumbered. 1.5% to 1%. Interest rate on funds that are in “holding” are seeing just a small interest rate. What is earned does stay in the bond dollars for use on the allocated projects.
4. Annual Report

Explanation was provided on past committees and their procedure on drafting the annual report. It is a four-page document, where in page 2 information is supplied by the district as are the column data that contains information required to be in every report. Page 1 and 4 have been utilized as the current status and future status of the projects. The third page is the letter to the community typically written by the Chair. Discussion ensued and P. Farmer, C. Stanley and S. Jaramillo volunteered to work on the draft. The goal is to have a draft to present to the remaining members to review and vote on at the October meeting. After approved, the draft goes to the President’s office. Final clean up of the report (grammar checks, page layout etc.) is done and then the report is presented to the board of trustees. Following that it will be converted to Spanish and posted to the website.

5. Committee membership status:

It was noted that both F. Wong and T. Miguel have served their allotted time on the committee. However, recruitment for a new member at large, tax group member and a student representative are ongoing. Current members are encouraged to network for any of these positions.

OTHER ITEMS/BRIEF ANNOUNCEMENTS
NONE

NEXT MEETING(S)
January 17, 2024
April 17, 2024

ADJOURNMENT
Meeting was adjourned at 3:43 pm
Sonia Jaramillo