



**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**  
**Citizens' Bond Oversight Committee**

Monday, August 10, 2015  
1:30 PM –Tour of Facilities Projects for New Members  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College  
980 Fremont Street  
Monterey, California

*MEETING AGENDA*

**1. Call to Order**

**2. Public Comment**

Members of the audience wishing to address the Citizens' Bond Oversight Committee may do so during the public comment period. Under provisions of the Brown Act, the Committee is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to three minutes per person or as determined by the committee.

**3. Approval of June 15, 2015 Minutes**

ACTION

**4. Accept Bills and Warrants Report**

The list of payments from bond funds expended through June 30, 2015 will be reviewed for acceptance by the committee.

ACTION

**5. Bond Expenditure Status Report**

The June 30, 2015 bond expenditure status report will be reviewed with the committee.

INFORMATION

**6. Meeting Schedule**

Future meetings are scheduled for:

- Monday, November 2, 2015 (Annual Organizational Meeting)

INFORMATION

**7. Suggestions for Future Agenda Topics and Announcements**

**8. Adjournment**

Public records provided to the Committee for the items listed on this agenda may be viewed online at the College's website <http://www.mpc.edu/mpcbond/CitizensBondOversight/Pages/CBOCAgendas.aspx> , at the Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours, or at the Committee meeting.

Posted: August 5, 2015



**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**  
Citizens' Bond Oversight Committee

Monday, June 15, 2015  
1:30 PM – Committee Tour of Campus Bond Projects  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College  
980 Fremont Street  
Monterey, California

Meeting Minutes

MEMBERS PRESENT: Mr. Wayne Cruzan, Vice Chair  
Mr. Thomas Gaspich  
Mr. Hunter Harvath  
Mr. Rick Heuer  
Mr. Birt Johnson, Jr.  
Ms. Sharon Larson  
Mr. Rob Lee  
Mr. James Panetta, Chair  
Mr. Maury Vasquez (arrived at 3:10 PM)

ABSENT: None

STAFF PRESENT: Ms. Rosemary Barrios, Controller  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President

OTHERS PRESENT: Mr. Michael Carson, Kitchell

New committee members convened at 1:30 PM for a tour of Monterey campus facilities projects completed with bond funds.

**1. Call to Order**

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:00 PM by Chair Panetta.

**2. Public Comment**

There were no public comments.

**3. Introductions and Staff Update**

Mr. Harvath was introduced and welcomed to the committee. Dr. Tribley informed the committee of Mr. Davis's passing. He said a search for a new chief business officer will be conducted in the fall semester.

**4. Approval of March 9, 2015 Minutes**

A handout providing follow-up to a question recorded in the minutes of the March 9 meeting regarding the bills and warrants report was distributed and reviewed. Ms. Nakamura noted a correction in item number 6, on page 3 of the minutes, where the seconder of the motion for approval of the November 17, 2014 minutes should have been identified as Vice Chair Cruzan.

Motion made by Mr. Johnson, seconded by Ms. Larson, to approve the minutes of the March 9, 2015 meeting, as amended. Motion carried unanimously.

AYES:	8 MEMBERS:	Cruzan, Gaspich, Harvath, Heuer, Johnson, Larson, Lee, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	1 MEMBERS:	Vasquez
ABSTAIN:	0 MEMBERS:	None

**5. Accept Bills and Warrants Report**

Chair Panetta advised the report would be reviewed by page and invited questions. On page 1, Mr. Panetta requested information regarding post construction services provided by HGHB Architects on the Arts Complex project. Mr. Carson explained the closeout process following construction requires documents to be filed, including certification by the Division of the State Architect (DSA).

On page 2, Mr. Heuer asked about the 3% cornsilk shades purchased from Peninsulators for the Veterans Center. Mr. Carson explained the percentage refers to the amount of light that passes through the shade, and cornsilk is the color name of the shade.

There were no further questions regarding the report.

It was moved by Vice Chair Cruzan and seconded by Mr. Heuer to accept the March 31, 2015 bills and warrants report. Motion carried unanimously.

AYES:	9 MEMBERS:	Cruzan, Gaspich, Harvath, Heuer, Johnson, Larson, Lee, Panetta, Vasquez
NOES:	0 MEMBERS:	None
ABSENT:	0 MEMBERS:	None
ABSTAIN:	0 MEMBERS:	None

**6. Bond Expenditure Status Report**

Chair Panetta asked Ms. Barrios for comments on the March 31, 2015 bond expenditure report. She noted the total spent to date is \$146,284,760. Chair Panetta asked for questions on the report.

Mr. Heuer asked if \$8.6 million was the amount of bond funds remaining. Ms. Barrios responded some interest is being posted in addition to this amount, but there are no longer any investment earnings.

Mr. Harvath asked about the line for general institutional bond management. It was explained this expenditure was for the services of Kitchell, the bond program manager.

Mr. Heuer followed with a question regarding the status of the Public Safety Training Facilities project at Parker Flats. Dr. Tribley said this project requires state matching funds to complete. There are efforts underway to place a state bond on the 2016 ballot. A new strategy will be needed if state funds are not available.

Chair Panetta raised the issue of the 100% construction completion status of the Arts Complex when there is \$950,000 remaining for the project. He asked if there would be a second phase of the project or if the 100% status should be adjusted. Mr. Carson estimated the project is 70% complete. He added the 100% meant construction was complete on the portions which had been implemented. Dr. Tribley commented he appreciated the need for clear accounting and explained the \$950,000 is for repairs to the Art Dimensional building systems. He suggested recognizing the discrepancy and revisiting when a new vice president is in place. Mr. Heuer advised reducing the percentage of the completion status; otherwise, there appears to be a project savings of \$1 million to be applied to another project. Mr. Johnson concurred with Mr. Heuer's suggestion and asked about the process for moving projects from the in-process category to the completed group. He cited the Theater project as an example. Mr. Carson said closing out the project budget and Governing Board approval of the final reconciliation was needed.

Mr. Heuer observed the pool renovation was still being identified as the Pool/Tennis Court Renovation even though the project was 100% complete and the tennis courts were not renovated due to lack of funds.

Chair Panetta requested an adjustment to the construction schedule percentage and removal of "tennis court" from the name of the pool renovation project. There was consensus from the committee regarding this approach. The next report should reflect this change. Ms. Larson commented this change will allow for the remaining balance in the pool project to be moved to another project. Mr. Carson said budget reconciliation still needs to occur to offset budget overages and/or allow for reallocation. Board approval of budget changes and new projects will then be needed.

**7. Monterey County Treasurer's Investment Report**

The March 31, 2015 investment report was shared with the committee for information. Ms. Barrios reported the yield on the portfolio for the period was at 0.57%.

**8. Update on Facilities Projects**

Dr. Tribley indicated the college was taking advantage of state scheduled maintenance funds to install new metal roofing and paint the exteriors of the Nursing and Graphic Arts buildings. He stated there were two remaining bond projects, the Music Facilities – Phase 1 and the Public Safety Training Facilities – Phase 2 at Parker Flats, which will require state matching funds to complete.

Chair Panetta asked the new members for comments on the facilities tour prior to the meeting. It was agreed that the tour was informative and educational about the facility improvements that have occurred as a result of the bond.

**9. Membership Update**

Dr. Tribley announced Mr. Vasquez, student representative, was ending his tenure on the committee with today's meeting. He presented Mr. Vasquez with a certificate of appreciation and thanked him for his service. Mr. Stephen Lambert, new student trustee, will be appointed to the committee. In addition, Dr. Tribley reported there are four members, Mr. Cruzan, Mr. Heuer, Mr. Johnson, and Mr. Panetta, who will be completing their second term in November. Dr. Tribley noted a change in state law now permits committee members to serve a third consecutive term. Staff will be contacting these members regarding serving another term. Mr. Heuer indicated his consent in continuing his service on the committee for a third term (actually five terms in all, counting his prior service from 2003-2007).

**10. Meeting Schedule**

The meeting schedule was reviewed, with future meetings scheduled on:

- Monday, August 10, 2015
- Monday, November 2, 2015 (Annual Organizational Meeting)

**11. Suggestions for Future Agenda Topics and Announcements**

A tour of the Marina Education Center and the Seaside Public Safety Training Center facilities, both funded by the bond, will be conducted prior to the next meeting for both new and current committee members.

Dr. Tribley informed the committee about a briefing he received from district bond counsel, Mr. David Casnocha, on the process required to place a Prop 39 bond measure on the ballot in 2016. He said the Vice President for Administrative Services position will be key in preparing for this effort. Many steps are involved, including development of a facilities plan/project list and polling the community to determine support. There were questions from the committee about the college's role and the cost to prepare for a bond. Dr. Tribley said he would bring further information on this topic to a future meeting.

**12. Adjournment**

Chair Panetta adjourned the meeting at 3:45 PM.

/vn

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through June 30, 2015</b>		
Vendor Name	Description of service or purchase	Amount Paid
		<i>Total Expense at March 31, 2015</i>
<b><u>Student Center</u></b>		\$6,150,481.44
Division of State Architect	Additional plan check fee for the Student Center project.	\$7,135.15
		<b>To Date Expense through June 30, 2015</b>
		<b><u>\$6,157,616.59</u></b>
		<i>Total Expense at March 31, 2015</i>
<b><u>Art Complex</u></b>		\$3,680,120.00
Collins Electric Co	To move expense posted on the July thru September 2014 Bills and Warrants Report for Collins Electrical to the Capital Outlay Fund. This project was funded by State Proposition 39 funds. This project was related to the lighting retrofit and controls project for replacing all the COBRA head parking lot lights with L.E.D. fixtures provided by the District.	-\$141,808.00
		<b>To Date Expense through June 30, 2015</b>
		<b><u>\$3,538,312.00</u></b>
		<i>Total Expense at March 31, 2015</i>
<b><u>Music Building</u></b>		\$23,770.35
	No new expense this period.	\$0.00
		<b>To Date Expense through June 30, 2015</b>
		<b><u>\$23,770.35</u></b>
<b><u>PE Phase II (Gym/Locker Room Renovation)</u></b>		
		<i>Total Expense at March 31, 2015</i>
	No new expense this period.	\$0.00
		<b>To Date Expense through June 30, 2015</b>
		<b><u>\$3,810,035.95</u></b>
		<i>Total Expense at March 31, 2015</i>
<b><u>Pool Building</u></b>		\$340,711.61
Division of State Architect	Additional plan check fee for Pool project.	\$3,445.66
		<b>To Date Expense through June 30, 2015</b>
		<b><u>\$344,157.27</u></b>
		<i>Total Expense at March 31, 2015</i>
<b><u>Pool Renovation</u></b>		\$1,703,335.49
	No new expense this period.	\$0.00
		<b>To Date Expense through June 30, 2015</b>
		<b><u>\$1,703,335.49</u></b>

<b>Monterey Peninsula College Bills &amp; Warrants Report Through June 30, 2015</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b><u>Furniture/Equipment</u></b>	<i>Total Expense at March 31, 2015</i>	\$5,337,175.28
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b><u>\$5,337,175.28</u></b>
<b><u>Swing Space</u></b>	<i>Total Expense at March 31, 2015</i>	\$5,777,350.31
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b><u>\$5,777,350.31</u></b>
<b><u>General Institutional Bond Mgmt.</u></b>	<i>Total Expense at March 31, 2015</i>	\$5,692,510.21
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b><u>\$5,692,510.21</u></b>
<b><u>Theater Building</u></b>	<i>Total Expense at March 31, 2015</i>	\$10,382,736.18
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b><u>\$10,382,736.18</u></b>
<b><u>Infrastructure Phase III</u></b>	<i>Total Expense at March 31, 2015</i>	\$6,458,266.36
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b><u>\$6,458,266.36</u></b>
<b><u>PSTC Parker Flats</u></b>	<i>Total Expense at March 31, 2015</i>	\$70,498.52
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b><u>\$70,498.52</u></b>



<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through June 30, 2015</b>		
		Amount
Vendor Name	Description of service or purchase	Paid
<b><u>Humanities, Bus-Humanities, Student Services</u></b>		
	<i>Total Expense at March 31, 2015</i>	\$3,543,043.20
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b>\$3,543,043.20</b>
<b><u>Life Science &amp; Physical Science</u></b>		
	<i>Total Expense at March 31, 2015</i>	\$10,832,201.07
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b>\$10,832,201.07</b>
<b><u>Miscellaneous</u></b>		
	<i>Total Expense at March 31, 2015</i>	\$61,738.00
	No new expense this period.	\$0.00
	<b>To Date Expense through June 30, 2015</b>	<b>\$61,738.00</b>
<b><u>Closed Projects</u></b>		
Old Library		\$21,279.52
Early Start - Walkway/Safety Improvements		\$225,630.18
Early Start - Telephone System Upgrades		\$599,414.48
Early Start - As Built Drawings		\$209,792.00
Early Start - Roof Repairs		\$480,255.64
Early Start - HVAC Repairs	Social Science/Computer Science buildings.	\$618,538.68
Early Start - Landscaping	Library technology area.	\$438,292.96
Early Start - Vehicles		\$187,070.27
Early Start - Master Signage Plan		\$53,890.42
Early Start - Auto Technology Bldg	HVAC replacement.	\$16,443.00
Drafting Bldg	Furnace replacement.	\$13,974.00
Early Start - New Plant Services Bldg	Costs over state funding for new building.	\$487,574.35
Early Start - Demolition of Old Plant Services Bldg		\$63,521.68
Environmental Impact Report - Campus		\$154,162.67
Business & Computer Science Bldg	Seismic design.	\$7,981.84
Humanities Bldg	Seismic design.	\$16,375.04
International Center Bldg	Blueprints.	\$14.71

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through June 30, 2015</b>		
		Amount
Vendor Name	Description of service or purchase	Paid
<b>Closed Projects (continued)</b>		
Physical Science Bldg	Architectural Services, for potential elevator replacement.	\$6,986.44
Life Science Bldg	Architectural Services, for potential elevator replacement.	\$7,793.83
Pool/Tennis Courts	Preliminary architectural services.	\$206.00
Physical Education Facility		\$1,488,294.29
PE Field/Track		\$14,848,446.67
Fitness Phase IB		\$899,827.93
College Center Renovation		\$23,608.41
Social Science Renovation		\$863,696.74
Music/Theater Building		\$22,732.50
Family and Consumer Sci		\$67,671.12
Gymnasium Building	Floor/Seismic/Bleachers.	\$877,847.00
Lecture Forum Renovation		\$2,117,203.20
Child Development Center		\$1,029,198.71
Infrastructure/Parking		\$20,886,001.04
Infrastructure 2		\$2,481,606.93
New Administration/Old Library Building		\$4,712,191.10
Public Safety Training Center Renovation		\$7,478,201.30
Auto Technology Building Renovation		\$958,602.22
Business & Computer Science (includes Math)		\$2,215,417.93
New Student Services Building		\$9,681,388.03
New Education Center at Marina		\$8,159,654.52
	<b>To Date Expense (closed projects) through June 30, 2015</b>	<b><u>\$82,420,787.35</u></b>
	<b>Total Payments (closed projects, under construction, and planned projects)</b>	<b><u>\$146,153,534.13</u></b>

**BOND EXPENDITURE REPORT 6/30/15**

Total Budget With Other Funds	Projects	A Total Bond Budget	B Total Bond Prior Year Expenses	C 2014-2015	A-B-C	(B+C)/A	
				Year to Date Bond Payments	Bond Budget Balance	% Bond Cost	% Construction Schedule
	<b>In Process</b>						
\$4,724,000	Arts Complex	\$4,724,000	\$3,262,984	\$275,328	\$1,185,688	75%	70%
\$5,952,000	College Center Renovation	\$5,952,000	\$5,715,128	\$442,489	(\$205,617)	103%	100%
\$5,685,000	Furniture & Equipment	\$5,685,000	\$4,873,368	\$463,807	\$347,825	94%	99%
\$6,614,000	Humanities, Bus-Hum, Student Services	\$3,296,000	\$3,524,268	\$18,775	(\$247,043)	107%	100%
\$6,466,000	Infrastructure - Phase III	\$6,466,000	\$6,450,503	\$7,763	\$7,734	100%	100%
\$10,750,000	Life Science/Physical Science	\$10,750,000	\$10,831,744	\$457	(\$82,201)	101%	100%
\$3,830,000	PE Phase II - Gym/Locker Room Renov.	\$3,830,000	\$3,804,104	\$5,932	\$19,964	99%	100%
\$2,640,519	Pool Renovation	\$2,640,519	\$2,013,583	\$33,910	\$593,026	78%	100%
\$5,800,000	Swing Space / Interim Housing	\$5,800,000	\$5,737,079	\$40,271	\$22,650	100%	99%
\$10,400,000	Theater	\$10,400,000	\$10,382,736	\$0	\$17,264	100%	100%
\$0	Miscellaneous	\$0	\$0	\$61,738			
\$0	General Contingency	\$0	\$0	\$0	\$0	0%	0%
<b>\$62,861,519</b>	<b>Total in Process</b>	<b>\$59,543,519</b>	<b>\$56,595,497</b>	<b>\$1,350,470</b>	<b>\$1,659,290</b>		
	<b>Future</b>						
\$1,200,000	Music	\$1,200,000	\$23,770	\$0	\$1,176,230	2%	0%
\$12,000,000	PSTC Parker Flats	\$6,000,000	\$70,500	\$0	\$5,929,500	1%	0%
<b>\$13,200,000</b>	<b>Total Future</b>	<b>\$7,200,000</b>	<b>\$94,270</b>	<b>\$0</b>	<b>\$7,105,730</b>		
	<b>Completed</b>						
\$1,057,576	Early Start/Completed-HVAC Repairs	\$618,539	\$618,539	\$0	\$0	100%	100%
\$2,965,574	Early Start/Completed-New Plant Serv Bldg	\$487,574	\$487,574	\$0	\$0	100%	100%
\$599,414	Early Start/Completed-Telephone System	\$599,414	\$599,414	\$0	(\$0)	100%	100%
\$67,671	Family Consumer Science	\$67,671	\$67,671	\$0	\$0	100%	100%
\$1,517,774	Gym - floor/seismic/bleachers	\$877,847	\$877,847	\$0	\$0	100%	100%
\$2,481,607	Infrastructure - Phase II	\$2,481,607	\$2,481,607	\$0	\$0	100%	100%
\$20,886,001	Infrastructure - Phase I	\$20,886,001	\$20,886,001	\$0	\$0	100%	100%
\$2,117,203	Lecture Forum Renovation	\$2,117,203	\$2,117,203	\$0	\$0	100%	100%
\$7,427,191	New Admin / Old Library Renovation	\$4,712,191	\$4,712,191	\$0	(\$0)	100%	100%
\$5,413,198	New Child Development Center Bldg	\$1,029,198	\$1,029,198	\$0	\$0	100%	100%
\$21,420,211	Other Early start / completed	\$1,950,012	\$1,950,012	\$0	\$0	100%	100%
\$17,336,569	PE Field Track, Fitness Building	\$17,236,569	\$17,236,569	\$0	\$0	100%	100%
\$863,697	Social Science Renovation (inc. Seismic)	\$863,697	\$863,697	\$0	\$0	100%	100%
\$7,478,201	Public Safety Training Center Renov.	\$7,478,201	\$7,478,201	\$0	\$0	100%	100%
\$1,000,000	Auto Technology Building	\$958,602	\$958,602	\$0	(\$0)	100%	100%
\$2,300,000	Business Computer Science	\$2,215,418	\$2,215,418	\$0	\$0	100%	100%
\$8,300,000	New Ed Center Building at Marina	\$8,300,000	\$8,159,654	\$0	\$0	98%	100%
\$9,700,000	New Student Services Building	\$9,700,000	\$9,681,388	\$0	\$0	100%	100%
<b>\$112,931,887</b>	<b>Total Completed</b>	<b>\$82,579,744</b>	<b>\$82,420,787</b>	<b>\$0</b>	<b>(\$1)</b>		
<b>\$188,993,406</b>	<b>Total All Projects</b>	<b>\$149,323,263</b>	<b>\$139,110,554</b>	<b>\$1,350,470</b>	<b>\$8,765,019</b>		
	<b>General Institutional-Bond Management</b>		\$5,635,768	\$56,742			
	<b>Total Bond Funds Spent to Date</b>		<b>\$144,746,322</b>	<b>\$1,407,212</b>			
			<b>\$146,153,534</b>				