



Citizens' Bond Oversight Committee

ANNUAL REPORT

2015-2016

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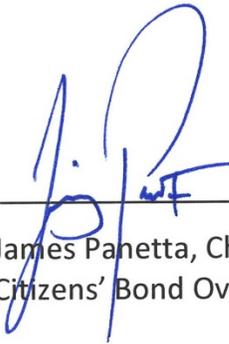
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## STATEMENT OF COMPLIANCE

This Annual Report is submitted to the Board of Trustees by the Monterey Peninsula Community College District Citizens' Bond Oversight Committee. The Committee advises that, to the best of its knowledge, the Monterey Peninsula Community College District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure I. As prohibited by Article XIII A, Section 1(b)(3)(a) of the California Constitution, no funds were used for any teacher or administrative salaries or other operating expenses.

Respectfully Submitted By



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James Panetta, Chair  
Citizens' Bond Oversight Committee

Date: November 7, 2016

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## INTRODUCTION

At the election conducted on November 5, 2002, the Monterey Peninsula Community College District was successful in obtaining more than 55% voter approval for Measure I to issue and sell general obligation bonds in the amount of \$145,000,000 to fund specific facility projects. The bond election for Measure I was conducted under Proposition 39 regulations.

Pursuant to Education Code Section 15278, the Board of Trustees established the Citizens' Bond Oversight Committee (CBOC) at their meeting on February 25, 2003 to satisfy the accountability requirements of Proposition 39.

The Citizens' Bond Oversight Committee Bylaws, setting forth the duties and rights of the Committee, were also adopted by the Board at the February 25, 2003 meeting. The Bylaws were subsequently amended in February 2012 to remove the District residency requirement for the student member and in October 2015 to allow members to serve three consecutive terms per a change to Education 15282.

The three primary duties of the Citizens' Bond Oversight Committee are to inform the public concerning the District's expenditure of bond proceeds, review and report on the expenditure of taxpayers' monies, and advise the public on the District's compliance with Proposition 39.

To accomplish these duties and as required in the bylaws, the CBOC submits this annual report to the Board of Trustees. The CBOC expresses its appreciation to District staff for their support of the committee's work and activities.

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# MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

November 7, 2016



Back row: Robert Lee, Hunter Harvath, Stephen Lambert, Steven Crow (Admin. Services)

Front row: Walter Tribley (Supt./Pres.), James Panetta (Chair), Birt Johnson, Jr., Wayne Cruzan (Vice Chair)

Not pictured: Thomas Gaspich, Rick Heuer, Sharon Larson

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## SUMMARY OF THE COMMITTEE'S PROCEEDINGS AND ACTIVITIES FOR 2015-2016

### COMMITTEE MEMBERSHIP

The Bylaws require that the CBOC consist of a minimum of seven members representing students, the business community, senior citizens organization, taxpayers association, college support organization, and the community at large.

Committee members serve without compensation and may be appointed for no more than three consecutive two-year terms. Among those ineligible to serve are elected officials, employees, vendors, contractors, or consultants of the District.

Currently, the committee is composed of nine members, appointed by the Board of Trustees. In November 2015, Wayne Cruzan, Rick Heuer, and James Panetta, completed their second term on the committee. Per the October 2015 revision of the Bylaws allowing a third term, Mr. Cruzan, Mr. Heuer, and Mr. Panetta were reappointed to a third term.

In accordance with the Bylaws, officers were selected at the annual organizational meeting on November 2, 2015. Dr. Tribley appointed Mr. Panetta to serve as Chair for a second year and the committee approved Mr. Cruzan to continue serving as Vice Chair.

The officers and members who served during the past year are as follows:

Wayne Cruzan	2-year third term, 11/2015 – 11/2017
Thomas Gaspich	2-year initial term, 11/2014 – 11/2016
Hunter Harvath	2-year initial term, 11/2014 – 11/2016
Rick Heuer	2-year second term, 11/2013 – 11/2015
Birt Johnson, Jr.	2-year second term, 11/2015 – 11/2017
Stephen Lambert	2-year initial term, 10/2015 – 11/2017
Sharon Larson	2-year initial term, 1/2015 – 11/2016
Rob Lee	2-year initial term, 11/2014 – 11/2016
James Panetta	2-year second term, 11/2015 – 11/2017

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## MEETINGS AND ACTIVITIES OF THE CITIZENS' BOND OVERSIGHT COMMITTEE

The committee conducts its meetings in accordance with provisions of the Ralph M. Brown Public Meetings Act, Government Code Sections 54950 et seq. Meeting notices and agendas are sent to members of the committee within the required period of time, posted at the Monterey Peninsula College Administration Building, and sent to local media.

The college's bond website (<http://www.mpc.edu/about-mpc/campus-information/mpc-bond-measure>) includes webpages specifically designated for the committee's activities where the meeting schedule, agendas, minutes, and annual reports are posted.

During 2015-16, the committee convened four quarterly meetings. The annual organizational meeting of the committee was held November 2, 2015, with subsequent meetings held on February 29, 2016, June 13, 2016, and August 29, 2016. The primary location for the meetings was the Sam Karas Room in the Library & Technology Center on the Monterey campus.

At the meetings held during 2015-16, the committee regularly reviewed bond program expenditures and quarterly Monterey County Treasurer's Investment Reports. With most of the bond projects completed, the reports to the committee reflected minimal construction activity. At the November meeting the committee welcomed new student representative, Stephen Lambert and Dr. Steven Crow, who was approved as the District's new vice president for administrative services in December 2016. In February, the committee reviewed the 2014-15 independent financial and performance audit reports for the District's bond funds and the tax rate history for the Measure I bond. At the June meeting, the committee received a presentation on the 2016 bond refinancing from the District's bond underwriter, Ivory Li, Piper Jaffray and a facilities planning update from Dr. Crow. Dr. Tribley provided the committee with updates on the college's upcoming accreditation visit and the external review by the Collaborative Brain Trust consultant team. At the August meeting, David Casnocha, District bond counsel, provided clarification regarding the use of additional funds from the District's 2005 bond refunding for bond projects as a follow up to the June committee discussion. Dr. Tribley also reviewed facilities needs and plans for a future bond measure.

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## FINANCIAL REPORT OF THE CITIZENS' BOND OVERSIGHT COMMITTEE

The first bond issuance, Series A, was conducted on June 18, 2003. Total principal amount issued was \$40 million. The Series A bond was refinanced in December 2005, increasing the principal amount to \$44,240,052. The second and third series of bonds were issued in January 2008. In Series B, \$9,004,530 of taxable bonds were issued, with no time limit for expenditure. The principal amount of the Series C issuance was \$95,994,770 of tax exempt bond funds that were anticipated to be 85% expended within five years.

In June 2013, a portion of the 2005 refunding bonds and Series C bonds were refinanced, resulting in the issuance of \$19.2 million of tax-exempt bonds and \$14.5 million of taxable bonds at interest rates of 1.52% and 2.02% respectively. As the average interest rate of the bonds prior to the refunding was 4%, \$1.38 million in interest savings was generated for the District's taxpayers.

A third refinancing was completed in June 2016. A portion of the Series C bonds were refinanced, with approximately \$105.4 million of bonds issued. This refinancing lowered the average interest rate of 5.03% to 2.87%, resulting in savings to the taxpayers of \$28.2 million, from 2017 to 2034.

The college's bond funds have been invested in Monterey County's investment portfolio. A portion of the funds were placed in custom investments outside of the general pool to generate higher interest earnings. These custom investments matured in January 2014. During the past year, interest earnings on the bond funds invested with Monterey County totaled \$93,420 through September 30, 2016. In addition, the college received \$25,506, a recoupment of interest lost from the Lehman Brothers bankruptcy in 2008-09.

A property tax rate of \$23.89 per \$100,000 of assessed value was projected in 2002 when the District's bond measure was approved. The tax rate for Measure I in 2015-16 was \$23.04. Since the first bond issuance in 2003, the average tax rate has been \$22.09.

Expenditures and payments made from bond funds have been regularly reviewed and accepted by the committee during the course of the year. The annual expenditure report on the following pages shows expenditures for the report period of October 1, 2015 through September 30, 2016 and total expenditures since bond inception.

**MPC Bond Expenditure Report**  
July 1, 2003 through September 30, 2016

<b><u>Receipts:</u></b>	<b>Prior</b>	<b>10/1/2015- 09/30/2016</b>	<b>Total</b>
Bond Principal – Series A	\$40,000,000	\$0	\$40,000,000
Refinancing - Series A	\$4,240,052	\$0	\$4,240,052
Bond Principal - Series B, taxable	\$9,004,530	\$0	\$9,004,530
Bond Principal - Series C, nontaxable	\$95,994,770	\$0	\$95,994,770
Interest Income*	\$9,252,236	\$93,420	\$9,345,656
Interest Write-off**	(\$1,878,835)	\$0	(\$1,878,835)
Interest Recovery**	\$735,840	\$25,506	\$761,346
<b>Total Receipts</b>	<b>\$157,348,593</b>	<b>\$118,926</b>	<b>\$157,467,519</b>

\* Interest income is through Sept. 30, 2016

\*\* All bond funds are currently on deposit with the Monterey County Investment Pool. The interest write-off and recovery occurred due to the Lehman Brothers and Washington Mutual bankruptcy filings in 2008.

**Expenditures:**

Completed Projects:

As Built Drawings	\$209,792	\$0	\$209,792
Automotive Technology -- HVAC	\$16,443	\$0	\$16,443
Auto Technology Addition	\$958,602	\$0	\$958,602
Business Computer Science	\$2,215,418	\$0	\$2,215,418
Business Computer Science Building - Seismic Design	\$7,982	\$0	\$7,982
Child Development Center	\$1,029,199	\$0	\$1,029,199
College Center Renovation	\$23,608	\$0	\$23,608
Demolition of Old Plant Services	\$63,522	\$0	\$63,522
Drafting Building	\$13,974	\$0	\$13,974
Environmental Impact Report	\$154,163	\$0	\$154,163
Family and Consumer Science Renovation	\$67,671	\$0	\$67,671
Gym - Floor/Seismic/Bleachers	\$877,847	\$0	\$877,847
Humanities Building - Seismic Design	\$16,375	\$0	\$16,375
HVAC Repairs	\$618,539	\$0	\$618,539
Infrastructure I (main campus utilities, parking lot A)	\$20,886,001	\$0	\$20,886,001
Infrastructure II (parking lots D, E, & F)	\$2,481,607	\$0	\$2,481,607
Landscaping – Library & Technology Center	\$438,293	\$0	\$438,293
Lecture Forum Remodel	\$2,117,203	\$0	\$2,117,203
Life Science -- Elevator Evaluation	\$7,794	\$0	\$7,794
Master Signage Program	\$53,890	\$0	\$53,890
New Admin/Old Library Renovation	\$4,712,191	\$0	\$4,712,191
New Education Center Building at Marina	\$8,159,655	\$0	\$8,159,655
New Facilities Building	\$487,574	\$0	\$487,574
New Student Services Building	\$9,681,388	\$0	\$9,681,388
Old Library Renovation Analysis	\$21,280	\$0	\$21,280
Miscellaneous	\$221	\$0	\$221
Physical Education (Stadium, Fitness Center, etc.)	\$17,236,568	\$0	\$17,236,568
Physical Science -- Elevator Evaluation	\$6,986	\$0	\$6,986
PE Phase II - Gym/Locker Room Renovation	\$3,810,036	\$0	\$3,810,036

Pool Renovation	\$2,047,493	\$0	\$2,047,493
Public Safety Training Center	\$7,478,201	\$0	\$7,478,201
Roof Repairs	\$480,256	\$0	\$480,256
Social Science Remodel	\$863,697	\$0	\$863,697
Telephone System Upgrades	\$599,414	\$0	\$599,414
Theater Light Board	\$22,733	\$0	\$22,733
Vehicles	\$187,070	\$0	\$187,070
Walkway/Safety Improvements	\$225,630	\$0	\$225,630

<b>Completed Projects</b>	<b>\$88,278,316</b>	<b>\$0</b>	<b>\$88,278,316</b>
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In Process:

Arts Complex	\$3,541,776	(\$1,486)	\$3,540,290
Bond Program Management	\$5,692,510	\$0	\$5,692,510
Student Center	\$6,157,617	\$0	\$6,157,617
Furniture/Equipment	\$5,337,175	\$0	\$5,337,175
Humanities, Bus-Hum, Student Services	\$3,543,043	\$0	\$3,543,043
Infrastructure - Phase III	\$6,458,266	\$0	\$6,458,266
Infrastructure - Phase IV	\$0	\$74,857	\$74,857
Life & Physical Science	\$10,832,201	\$0	\$10,832,201
Music Building	\$23,770	\$0	\$23,770
PSTC Parker Flats	\$70,499	\$0	\$70,499
Swing Space/Interim Housing	\$5,777,350	\$0	\$5,777,350
Theater	\$10,382,736	\$0	\$10,382,736
General Contingency	\$0	\$0	\$0
Miscellaneous	\$61,738	(\$61,738)	\$0
Management Expense for Custom Investment Portfolio***	\$45,272	\$0	\$45,272

<b>In Process</b>	<b>\$57,923,953</b>	<b>\$11,633</b>	<b>\$57,935,586</b>
<b>Total Expenditures</b>	<b>\$146,202,269</b>	<b>\$11,633</b>	<b>****\$146,213,902</b>

\*\*\* The District requested the Monterey County Treasurer to manage and place custom investments for a portion of the funds on deposit with the Treasurer. These investments were outside the general pool and included GE corporate bonds which generate a higher rate of return. The District was notified by the Treasurer's Office that the last security matured on 1/7/2014. There were no further interest postings to segregated investments after this date.

\*\*\*\* Total expenditures of \$146,213,902 equate to 93% of Measure I bond proceeds of \$157,467,519 being spent through September 30, 2016 on District bond projects. In addition, the District has been successful in securing matching funds from the state and other sources to augment bond proceeds and further address District facility needs. These matching funds will supplement bond proceeds by an estimated \$40,704,037, resulting in total projected expenditures of \$198,171,556 for facilities projects by the end of the bond program.

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# CAMPUS RENOVATION/CONSTRUCTION PROJECTS COMPLETED, IN PROCESS, AND PLANNED FOR THE FUTURE

September 30, 2016

**COMPLETED PROJECTS:**

Note: For completed projects, Prop 39 Bond amounts listed are actual expenditures to date. Projects are listed in order of completion.

<u>Project</u>	<u>Description</u>	<u>Funding Source</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Library & Technology Center	This new 65,000 sq. ft., 3-story building houses the college's book and media collections and includes computer labs, classrooms, multi-media rooms, group study rooms, teleconferencing capability and a faculty lounge. The \$19.9 million project was primarily funded by the state, with \$438,000 provided by MPC bond funds. The facility was completed in July 2003.	\$438,293	\$19,470,000	\$19,908,293
Facilities Building	The new 18,440 sq. ft. building consolidates the college's plant services, warehouse, building maintenance, and grounds operations within one building. Old structures formerly housing these operations were demolished. The state funded \$2.48 million of the total project cost of \$2.97 million and MPC bonds provided funding of \$488,000. This project was completed in fall 2003.	\$487,574	\$2,478,000	\$2,965,574

**COMPLETED PROJECTS:**

Note: For completed projects, Prop 39 Bond amounts listed are actual expenditures to date. Projects are listed in order of completion.

<u>Project</u>	<u>Description</u>	<u>Funding Source</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Early Start & Miscellaneous Projects	This group of projects include walkway and safety improvements, new IP phone system, new roofs on Life Science, Physical Science, Business-Computer Science, and Art Dimensional buildings, rebuilding the HVAC systems in Art Dimensional, Social Science, Business-Computer Science buildings, completing required campus wide CEQA reports, campus as-built site drawings, purchase of new vans and street cleaner. Dollar amounts given represent actual MPC bond expenses to date. Most of these projects were completed by 2004, with the exception of the campus CEQA environmental report, completed in March, 2006.	\$2,729,672	\$439,037	\$3,168,709
Community Stadium	This project completely refurbished and modernized the existing campus football stadium, track, and softball fields. The upgrades include synthetic football/soccer and softball fields, an eight lane all weather track, new bleachers and support facilities. MPC bond funds covered most of the \$13.5 million cost, with \$100,000 received from a state waste tire grant program for the artificial turf installed on the football field. The project was completed in spring 2007.	\$13,406,672	\$100,000	\$13,506,672
Fitness Center	This new 12,750 sq. ft., two-story building provides classrooms, offices, and a weight room. The old structure was demolished. The project was completed August, 2007.	\$3,829,897		\$3,829,897

**COMPLETED PROJECTS:**

Note: For completed projects, Prop 39 Bond amounts listed are actual expenditures to date. Projects are listed in order of completion.

<u>Project</u>	<u>Description</u>	<u>Funding Source</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Child Development Center	This new three-building, 9,900 sq. ft. complex provides a child care facility serving the campus and community. The facilities also include a classroom and observation rooms that make up an academic laboratory to provide practicum experience for Child Development Program courses. The state funded \$4.4 million of the project with \$1 million contributed from MPC bond funds. The project was completed in October, 2007.	\$1,029,198	\$4,384,000	\$5,413,198
Infrastructure - Phase I	All of the campus infrastructure (underground utilities, roads, walkways, bridges, etc.) will be rebuilt under the bond program. Phase I makes up 77% of the total infrastructure work on campus and was completed in September, 2008.	\$20,886,001		\$20,886,001
Lecture Forum	The existing 18,545 square foot instructional building was remodeled to upgrade technology and improve acoustics. The HVAC system was replaced, restrooms rebuilt, new seating and floor covering installed, and the building repainted. The majority of work was completed August 2007 with minor work completed in summer 2008.	\$2,117,203		\$2,117,203
Social Science	The existing 12,580 square foot instructional building was remodeled to meet current seismic and ADA standards. The bathrooms were rebuilt, the HVAC system replaced, and new furniture, paint, and floor coverings were added. The majority of the work was completed August 2007 with minor work completed in summer 2008.	\$863,697		\$863,697

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**COMPLETED PROJECTS:**

Note: For completed projects, Prop 39 Bond amounts listed are actual expenditures to date. Projects are listed in order of completion.

<u>Project</u>	<u>Description</u>	<u>Funding Source</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Infrastructure - Phase II	This phase includes the rebuilding and expansion of parking lots D, E, & F, addition of campus wide emergency alarms, and rebuilding of the baseball backstop. The parking lots and alarm installation were completed in August 2008; the backstop was completed in August 2009.	\$2,481,607		\$2,481,607
Family Consumer Science	The existing facility was remodeled to repair the roof and upgrade the classroom. The project was substantially completed January 2009.	\$67,671		\$67,671
Gym	The upper floor of the existing gym was rebuilt, including seismic upgrades and gym floor and bleacher replacement. The project was accomplished using a combination of state scheduled maintenance funding and MPC bond funds. The project was completed in January 2009.	\$877,847	\$600,000	\$1,477,847
Administration Building Renovation	The former library building, consisting of 19,040 square feet, was remodeled to house campus administrative offices. The state funded \$2.715 million of the total cost with \$4.56 million contributed from MPC bond funds. Office move-in was accomplished in April 2009.	\$4,712,191	\$2,715,000	\$7,427,191
Public Safety Training Center Renovation	Two existing former Army buildings on Colonel Durham Road in Seaside at the former Fort Ord were renovated to provide classrooms and offices for public safety training programs. Construction began in July, 2008. The project was substantially completed in December 2009. Site drainage issues were resolved in summer 2010.	\$7,478,201		\$7,478,201

**COMPLETED PROJECTS:**

Note: For completed projects, Prop 39 Bond amounts listed are actual expenditures to date. Projects are listed in order of completion.

<u>Project</u>	<u>Description</u>	<u>Funding Source</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Auto Technology Addition	This project consisted of a remodel and addition to the existing facility. The project was substantially completed in September 2010.	\$958,602		\$958,602
Business, Math, Computer Science	The existing Business Computer Science building was completely renovated. Former fiscal services and information technology offices were converted into math classrooms and a math learning center. A Final Project Proposal for the Business, Math and Science Buildings project that included the renovation of the Business Computer Science Building was submitted to the state Chancellor's Office in July 2007 to request 50% state funding support and was subsequently approved. However, as state bond funding for community college facility projects has been uncertain, the District determined this project would go forward using bond funds only. Construction began in June 2010. The project was completed in February 2011.	\$2,215,418		\$2,215,418
Student Services Building	A new 22,000 sq. ft. building was constructed adjacent to the current Student Center, allowing the consolidation of student services offices at one location on the Monterey campus. Construction began in August 2009 and was substantially completed by March 2011. Offices were moved in phases and accomplished by May 2011.	\$9,681,388		\$9,681,388
Education Center at Marina	Temporary facilities were installed on the Education Center site on Imjin Parkway and 3rd Avenue in Marina in 2007. Construction of the first permanent academic facilities began in February 2010 and was substantially complete by August 2011, in time for the start of the fall 2011 semester.	\$8,159,655		\$8,159,655

**COMPLETED PROJECTS:**

Note: For completed projects, Prop 39 Bond amounts listed are actual expenditures to date. Projects are listed in order of completion.

<u>Project</u>	<u>Description</u>	<u>Funding Source</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Physical Education Phase II: Gym - Showers/Locker Rooms	The first floor of the existing gym building was renovated, including reconstruction of the shower and locker rooms. Division and faculty offices were reconfigured and relocated to the same area. The two multipurpose rooms were upgraded with technology enhancements. Construction began in January 2012 and was completed in November 2012.	\$3,810,036		\$3,810,036
Pool and Tennis Courts Renovation	The existing swimming pool was renovated to eliminate the existing diving well, creating a shallower pool bottom. A lift for disabled students was added. The pool locker room facility was demolished and a new pool equipment building constructed to house new filtration and heating equipment. The pool will be served by the gym locker rooms which were renovated and completed in 2012. Construction began in August 2013 and the pool was completed in March 2014. The tennis courts were not renovated as the estimated cost exceeded the amount of funds remaining in the project budget.	\$2,047,493		\$2,047,493
<b>Totals for Completed Projects</b>		<b>\$88,278,316</b>	<b>\$30,186,037</b>	<b>\$118,464,353</b>

**PROJECTS IN PROCESS:**

Note: Cited dollar amounts are estimates and subject to change. Projects are listed in alphabetical order.

<u>Project</u>	<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Arts Complex	The Final Project Proposal to rebuild the existing Art Studio, Art Ceramics, Art Dimensional, and International Center buildings, and demolish the existing Drafting building was re-submitted to the state Chancellor's Office in July 2009 to request 50% state funding support and was approved. However, with state bond funding for community college facility projects being uncertain, the District completed this project with local bond funds only. The project was reduced in scope. A complete renovation of the Art Studio and Art Ceramics buildings was accomplished. Construction began in September 2013, and completed in late summer 2014, in time for fall semester. The Art Dimensional building will be improved as the budget allows, to include replacement of mechanical and electrical systems, exterior painting, and roofing.	\$3,795,585		\$3,795,585
Student Center Renovation	The Student Center has been renovated and all building systems repaired. The interior space was redesigned to better serve student support functions, including food service, bookstore, TRIO, ASMPC, student activities, and security. Construction was underway in September 2013, and completed in August 2014.	\$6,157,617		\$6,157,617
Furniture & Equipment	New furniture has been installed in all lecture classrooms. Funds have been used to provide furniture and equipment for the Business, Math, Computer Science building, the Education Center at Marina, the Public Safety Training Center in Seaside, the new Student Services building, the Life Science and Physical Science buildings, the Theater, Student Center, and Art buildings.	\$5,837,175		\$5,837,175

**PROJECTS IN PROCESS:**

Note: Cited dollar amounts are estimates and subject to change. Projects are listed in alphabetical order.

<u>Project</u>	<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Humanities, Business Humanities, and Student Services	The existing Humanities and former Student Services buildings have been renovated and the existing Business Humanities building demolished. The Final Project Proposal was submitted to the state Chancellor's Office in July 2007 to request 50% state funding support and was approved. The project was allocated state funds to proceed with drawings in August 2009. Funds for construction were included in the 2010-11 state budget and construction will proceed in phases. Renovation of the former Student Services building to provide offices for humanities faculty and supportive services classroom and lab began in June 2011. Construction was completed in March 2012. Renovation of the Humanities Building began in January 2013 and was completed for the fall 2013 semester. The demolition of the Business Humanities building occurred in October 2013 and the vacated site was renovated to provide additional parking and improved traffic circulation.	\$3,543,043	\$3,318,000	\$6,861,043
Infrastructure - Phase III	This phase includes new data cabling installed campus wide, the rebuilding of many sidewalks and parking lots B, C, & J, the installation of additional lighting and signage upgrades, an elevator at PE, additions to disaster notification systems, new greenhouses, a generator for the data center, and replacement of the kilns for the art ceramics program. Work will be completed in phases from May 2008 through September 2014.	\$6,458,266		\$6,458,266

**PROJECTS IN PROCESS:**

Note: Cited dollar amounts are estimates and subject to change. Projects are listed in alphabetical order.

<u>Project</u>	<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Infrastructure – Phase IV	This phase includes various technology improvements and upgrades to existing buildings to address safety, environmental controls, signage, technology, and functionality. Work on this phase began in fall 2014 and is expected to be finished in 2018.	\$500,000		\$500,000
Life Science and Physical Science Buildings	The existing Physical Science and Life Science buildings have been rebuilt, to include modernizing and upgrading of all science laboratories. A Final Project Proposal for the Business, Math and Science Buildings project that included the renovation of these buildings was submitted to the state Chancellor's Office in July 2007 to request 50% state funding support and was subsequently approved. However, as state bond funding for community college facility projects has been uncertain, the District adjusted the scope and completed this project with local bond funds only. Revised schematic drawings were completed by the architect and the Division of the State Architect approval received in May 2011. The project was completed in phases. The Life Science building renovation began construction in September 2011 and was completed in June 2012. Renovation of the Physical Science building began in September 2012 and was completed for fall semester 2013.	\$10,832,201		\$10,832,201

**PROJECTS IN PROCESS:**

Note: Cited dollar amounts are estimates and subject to change. Projects are listed in alphabetical order.

<u>Project</u>	<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Swing Space/Interim Housing	Temporary space to house programs and services displaced by modernization projects is planned. Temporary modulars have been placed on campus and at the Education Center. The former administration building was renovated in 2009 to provide temporary classrooms and renamed the General Classrooms building. The facility was modified again in summer 2011 to provide space for labs to accommodate the Life Science and Physical Science programs. Additional modification occurred in summer 2013 to provide temporary space for the creative arts programs while the Art Studio and Art Ceramics buildings were renovated.	\$5,777,350		\$5,777,350
Theater	The existing Theater building was renovated and modernized. A Final Project Proposal for the Music Theater project that included the renovation of the Theater Building had been submitted annually to the state Chancellor's Office since July 2006 to request 50% state funding support. As state bond funding for community college facility projects has been uncertain, the District proceeded with the theater renovation with bond funds only. Drawings were completed and Division of the State Architect approval received in May 2011. Construction began in September 2011 and was completed in March 2013.	\$10,382,736		\$10,382,736
<b>Totals for Projects In Process</b>		<b>\$53,283,973</b>	<b>\$3,318,000</b>	<b>\$56,601,973</b>

**FUTURE PROJECTS:**

Note: Changes to future projects are anticipated to accommodate probable changes in state funding. Cited dollar amounts are estimates and subject to change. Projects listed in alphabetical order.

<u>Project</u>	<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Baseball Field Upgrade	Artificial turf will be installed at the existing baseball field to provide a safer environment for students and reduce water consumption. Completion of this project is expected in 2018.	\$750,000		\$750,000
Data Center Network Security	Essential network administration components of the data center will be implemented to provide secure connectivity to the internet. These components include an identity services management system, an advanced enterprise firewall, and monitoring tools that will assist with cyber threat detection and analysis. Implementation will begin in November 2016, with a projected completion date of July 2017.	\$400,000		\$400,000
Music Facilities – Phase I	The existing Music facilities will be modernized. Two of the three music facility structures (the current recital hall and the music lab wing) will be renovated. The recital hall will be converted into two rehearsal rooms. The third structure (choral music room) will be demolished. The Final Project Proposal for phase I of renovation of the Music facilities was submitted to the state Chancellor's Office in July 2013 to request 50% state funding support and was approved. The project is proposed for completion in fall 2020. This timeline is contingent upon state bond funding being approved and allocated.	\$1,200,000	\$1,200,000	\$2,400,000

**FUTURE PROJECTS:**

Note: Changes to future projects are anticipated to accommodate probable changes in state funding. Cited dollar amounts are estimates and subject to change. Projects listed in alphabetical order.

<u>Project</u>	<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
		<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
Public Safety Training Center - Phase II (Parker Flats)	New outdoor training facilities will be constructed at the Parker Flats and MOUT sites at the former Fort Ord, including an emergency vehicle driving course, a burn building for firefighter training, and a firing range. The Final Project Proposal for this project was submitted to the state Chancellor's Office in July 2009 for 50% state funding consideration and was approved. The projected completion date of summer 2019 is contingent upon state bond funding being approved and allocated.	\$6,000,000	\$6,000,000	\$12,000,000
<b>Totals for Future Projects</b>		<b>\$8,350,000</b>	<b>\$7,200,000</b>	<b>\$15,550,000</b>

**CONTINGENCY:**

<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
	<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
The contingency was established in August 2010 to provide contingent funding for projects as needed. Project cost estimates are subject to change due to the variable bid climate or from unexpected construction issues that may arise. Currently, the contingency is equivalent to 0.23% of total Prop 39 bond funds.	\$358,463	\$0	\$358,463
<b>Grand Totals (Projects)</b>	<b>\$150,270,752</b>	<b>\$40,704,037</b>	<b>\$190,974,789</b>

**BOND PROGRAM MANAGEMENT:**

<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
	<u>Prop 39 Bond</u>	<u>State &amp; Other</u>	
An outside firm has been used to manage the overall bond construction program. Funds to pay for these services are generated from interest earnings on the bond funds on deposit with the Monterey County Treasurer (minus any management fees on the custom investment portfolio managed by the treasurer). Amounts in the columns to the right represent actual expenses to date.	\$5,692,510		\$5,692,510
Projected program management expense for the remaining years of the bond program.	\$1,504,257		\$1,504,257
<b>Totals for Program Management</b>	<b>\$7,196,767</b>		<b>\$7,196,767</b>
<b>Overall Grand Totals</b>	<b>\$157,467,519</b>	<b>\$40,704,037</b>	<b>\$198,171,556</b>

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# APPENDIX

## **COMMITTEE ROSTER**

## **COMMITTEE MEETING AGENDAS**

November 2, 2015

February 29, 2016

June 13, 2016

August 29, 2016

## **COMMITTEE MEETING MINUTES**

November 2, 2015

February 29, 2016

June 13, 2016

August 29, 2016

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## MONTEREY PENINSULA COLLEGE

### Citizens' Bond Oversight Committee Members

- James Panetta, Chair, *Community member*
- Wayne Cruzan, Vice Chair, *GENTRAIN Society*
- Birt Johnson, Jr., *Community member*
- Rob Lee, *Monterey Peninsula Chamber of Commerce*
- Hunter Harvath, *Monterey County Hospitality Association*
- Sharon Larson, *Monterey Peninsula College Foundation*
- Rick Heuer, *Monterey Peninsula Taxpayers Association*
- Thomas Gaspich, *Carmel Foundation*
- Stephen Lambert, *Associated Students of Monterey Peninsula College*

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# COMMITTEE MEETING AGENDAS

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MONTEREY PENINSULA  
COLLEGE

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

Monday, November 2, 2015  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College

*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. **Introductions** INFORMATION  
Stephen Lambert, new student representative, and Steven Crow, professional expert in Administrative Services, will be introduced.
4. **Approval of August 10, 2015 Minutes** ACTION
5. **Accept Bills and Warrants Report** ACTION  
The quarterly list of payments from bond funds expended through September 30, 2015 will be reviewed for acceptance by the committee.
6. **Bond Expenditure Status Report** INFORMATION  
The September 30, 2015 bond expenditure status report will be reviewed with the committee.
7. **Annual Report for 2014-15** ACTION  
The By-Laws state the committee shall present to the Board of Trustees, in public session, an annual written report to include a statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution and a summary of the committee's proceedings and activities for the preceding year. A draft annual report will be reviewed for approval and presentation to the Board of Trustees.

- 8. Monterey County Treasurer's Investment Report** INFORMATION  
Series B and C bonds were issued by the district in 2008 and invested with the Monterey County Treasurer's office. The Treasurer's Report of Investments for the quarter ending June 30, 2015 provides the status of these investments.
- 9. Officers** ACTION  
The committee chair will be appointed by Dr. Tribley. Committee members will indicate their interest in serving as vice-chair and a vote will be taken.
- 10. Meeting Schedule (PLEASE BRING CALENDARS)** INFORMATION/ACTION  
The following meeting dates for 2016 are suggested for adoption:  
Monday, Feb 29, 2016  
Monday, June 13, 2016  
Monday, August 29, 2016  
Monday, November 7, 2016 (Annual Organizational Meeting)
- 11. Suggestions for Future Agenda Topics and Announcements**
- 12. 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/about-mpc/campus-information/mpc-bond-measure/citizen-s-bond-oversight-committee/meeting-agenda-minutes>, at the Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours, or at the Committee meeting.

Posted: October 28, 2015



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

Monday, February 29, 2016  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College  
980 Fremont Street, Monterey, California

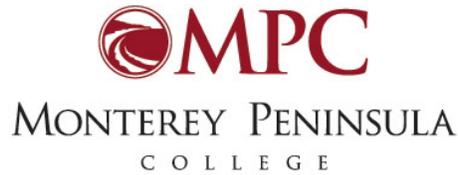
*MEETING AGENDA*

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. **Introductions**
4. **Approval of November 2, 2015 Minutes** ACTION
5. **Accept Bills and Warrants Report** ACTION  
The list of payments from bond funds expended through December 31, 2015 will be reviewed for acceptance by the committee.
6. **Bond Expenditure Status Report** INFORMATION  
The December 31, 2015 bond expenditure status report will be reviewed with the committee.
7. **Bond Auditors' Reports for 2014-15** INFORMATION  
The Independent Auditors' Report of the District's bond funds, for the fiscal year ended June 30, 2015, and the District's Bond Performance Audit Report, for the fiscal year ended June 30, 2015, will be reviewed with the committee.

- |   |             |
|---|-------------|
| <b>8. Tax Rate for Measure I Bond</b><br>The total Measure I Bond tax rate will be reviewed with the committee.   | INFORMATION |
| <b>9. Monterey County Treasurer's Investment Report</b><br>The bonds issued by the district have been invested with the Monterey County Treasurer's office. The Treasurer's Report of Investments for the quarter ending September 30, 2015 provides a review of asset allocation and investment performance. | INFORMATION |
| <b>10. Meeting Schedule</b><br>Future meetings of the Committee are scheduled for: <ul style="list-style-type: none"><li>• Monday, June 13, 2016</li><li>• Monday, August 29, 2016</li><li>• Monday, November 7, 2016 (Annual Organizational Meeting)</li></ul>   | INFORMATION |
| <b>11. Suggestions for Future Agenda Topics and Announcements</b>   | INFORMATION |
| <b>12. Adjournment</b>  |             |

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/about-mpc/campus-information/mpc-bond-measure/citizen-s-bond-oversight-committee/meeting-agenda-minutes>, at the Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours, or at the Committee meeting.

Posted: February 24, 2016



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

Monday, June 13, 2016  
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 February 29, 2016 Minutes** ACTION
4. **Accept Bills and Warrants Report** ACTION  
The list of payments from bond funds expended through March 31, 2016 will be reviewed for acceptance by the committee.
5. **Bond Expenditure Status Report** INFORMATION  
The March 31, 2016 bond expenditure status report will be reviewed with the committee.
6. **Bond Refinancing** INFORMATION  
A presentation on the recent refinancing of the District's bonds will be provided.
7. **Monterey County Treasurer's Investment Reports** INFORMATION  
The bonds issued by the district have been invested with the Monterey County Treasurer's office. The Treasurer's Report of Investments, for the quarters ending December 31, 2015 and March 31, 2016, provides a review of asset allocation and investment performance.

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|---|-------------|
| <b>8. Facilities Planning Update</b>  | INFORMATION |
| <b>9. Superintendent/President's Update</b>   | INFORMATION |
| <b>10. Meeting Schedule</b><br>Future meetings of the Committee are scheduled for: <ul style="list-style-type: none"><li>• Monday, August 29, 2016</li><li>• Monday, November 7, 2016 (Annual Organizational Meeting)</li></ul> | INFORMATION |
| <b>11. Suggestions for Future Agenda Topics and Announcements</b>   | INFORMATION |
| <b>12. Adjournment</b>  |             |

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/about-mpc/campus-information/mpc-bond-measure/citizen-s-bond-oversight-committee/meeting-agenda-minutes>, at the Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours, or at the Committee meeting.

Posted: June 8, 2016



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

Monday, August 29, 2016  
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 13, 2016 Minutes** ACTION
4. **Bond Refinancing Follow-Up** INFORMATION
5. **Accept Bills and Warrants Report** ACTION  
The list of payments from bond funds expended through June 30, 2016 will be reviewed for acceptance by the committee.
6. **Bond Expenditure Status Report** INFORMATION  
The June 30, 2016 bond expenditure status report will be reviewed with the committee.
7. **Monterey County Treasurer's Investment Report** INFORMATION  
The bonds issued by the district have been invested with the Monterey County Treasurer's office. The Treasurer's Report of Investments, for the quarter ending June 30, 2016, provides a review of asset allocation and investment performance.
8. **Membership Update** INFORMATION

- |   |             |
|---|-------------|
| <b>9. Facilities Needs and New Bond Measure</b>   | INFORMATION |
| <b>10. Meeting Schedule</b><br>Future meetings of the Committee are scheduled for: <ul style="list-style-type: none"><li>• Monday, November 7, 2016 (Annual Organizational Meeting)</li></ul> | INFORMATION |
| <b>11. Suggestions for Future Agenda Topics and Announcements</b> <ul style="list-style-type: none"><li>• Facilities Planning Update</li></ul>  | INFORMATION |
| <b>12. Adjournment</b>  |             |

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/about-mpc/campus-information/mpc-bond-measure/citizen-s-bond-oversight-committee/meeting-agenda-minutes>, 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 24, 2016

# COMMITTEE MEETING MINUTES

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

Monday, November 2, 2015  
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. Birt Johnson, Jr.  
Mr. Rob Lee  
Mr. Stephen Lambert  
Mr. James Panetta, Chair

ABSENT: Mr. Rick Heuer  
Ms. Sharon Larson

STAFF PRESENT: Ms. Rosemary Barrios, Controller  
Dr. Steve Crow, Administrative Services Professional Expert  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President

OTHERS PRESENT: Mr. Michael Carson, Kitchell

**1. Call to Order**

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:02 PM by Chair Panetta.

**2. Public Comment**

There were no public comments.

**3. Introductions**

Dr. Tribley welcomed Stephen Lambert, new student representative. Mr. Lambert, a music education major, is currently serving as the elected student trustee on the MPC Governing Board. Dr. Tribley also introduced Dr. Steve Crow, professional expert in Administrative Services. Dr. Crow has many years of experience as a community college chief business officer and is providing

leadership support in administrative services while recruitment for the vice president position is underway.

**4. Approval of August 10, 2015 Minutes**

Motion made by Mr. Harvath, seconded by Mr. Johnson, to approve the minutes of the August 10, 2015 meeting. Motion carried unanimously.

AYES:	7 MEMBERS:	Cruzan, Gaspich, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**5. Accept Bills and Warrants Report**

Chair Panetta advised the report would be reviewed by page and invited questions. Members had no questions.

It was moved by Mr. Johnson and seconded by Mr. Cruzan to accept the September 30, 2015 bills and warrants report. Motion carried unanimously.

AYES:	7 MEMBERS:	Cruzan, Gaspich, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**6. Bond Expenditure Status Report**

Dr. Tribley reported that two projects, the PE Phase II (Gym Locker Room Renovation) and the Pool Renovation, have been moved from the In Process category to the Completed category on this report. The budget balance of \$691,990 remaining from the two projects has been allocated to the general contingency line item in the In Process category. He said this contingency may be used to cover budget overages in other projects.

Mr. Johnson noted the Swing Space project was 99% complete and asked about the timeline for completion. Mr. Carson explained the district still owns 4 portable trailers. When a decision has been made regarding their disposition, the project could be closed out.

**7. Annual Report for 2014-15**

Dr. Tribley stated the issuance of an annual report is one of the requirements of the committee. If approved by the committee, Chair Panetta will present the report to the Board of Trustees. It was noted that due to Mr. Panetta's trial schedule, his presentation would likely be postponed until the January trustees meeting.

Ms. Nakamura then reviewed the draft annual report with the committee. She provided a replacement page 12 that corrected a project listing in the financial section of the report. Mr. Harvath asked if the \$7.2 million reserved for future projects was still invested with the County and accruing interest. The answer was yes.

It was moved by Mr. Johnson and seconded by Mr. Harvath to approve the annual report as drafted, including the replacement page 12. Motion carried unanimously.

AYES:	7 MEMBERS:	Cruzan, Gaspich, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

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

The June 30, 2015 investment report was shared with the committee for information. Ms. Barrios referred to page 2 of the report where it indicated the investment portfolio earned 0.72% for the quarter, which will be distributed proportionally to the agencies participating in the investment pool.

**9. Officers**

Dr. Tribley informed the committee Mr. Panetta has graciously agreed to serve as chair of the committee for a second year. Mr. Panetta stated Mr. Cruzan has also agreed to serve a second term as vice chair.

It was moved by Mr. Lee and seconded by Mr. Johnson to accept the officers as presented. Motion carried unanimously. Dr. Tribley thanked Mr. Panetta and Mr. Cruzan for their service to the college.

**10. Meeting Schedule**

The meeting dates of February 29, June 13, August 29, and November 7 (annual organizational meeting) were proposed for 2016.

Motion was made by Mr. Harvath and seconded by Mr. Cruzan to accept the meeting dates for 2016. Motion carried unanimously.

AYES:	7 MEMBERS:	Cruzan, Gaspich, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

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

There were no suggestions for future agenda topics. Mr. Johnson announced an opportunity to support the MPC Lobos Booster Club fundraising event on November 7 in conjunction with the MPC-Gavilan College football game. He said committee members would be invited to a VIP reception before the game.

**12. Adjournment**

Chair Panetta adjourned the meeting at 3:35 PM.

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

Monday, February 29, 2016  
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. Birt Johnson, Jr.  
Mr. Stephen Lambert (arrived at 3:12 PM)  
Ms. Sharon Larson

**ABSENT:** Mr. Hunter Harvath  
Mr. Rick Heuer  
Mr. Rob Lee (arrived at conclusion of meeting)  
Mr. James Panetta, Chair

**STAFF PRESENT:** Ms. Rosemary Barrios, Controller  
Dr. Steve Crow, Vice President for Administrative Services  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President

**OTHERS PRESENT:** Mr. Michael Carson, Kitchell

**1. Call to Order**

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:04 PM by Vice Chair Cruzan. Due to the lack of a quorum, Vice Chair Cruzan advised proceeding with the information items first to allow time for other members to arrive.

**2. Public Comment**

There were no public comments.

**3. Introductions**

Dr. Tribley noted a title change for Dr. Crow to indicate his hiring in December as the District's new Vice President for Administrative Services.

**6. Bond Expenditure Status Report** (Note: Agenda Item 6 taken out of order due to the lack of a quorum)

Dr. Crow reported there was an expense not yet reflected in the report that will be assessed to the Student Center renovation project. He explained he had noticed a need for automatic door openers in the restroom. Mr. Gaspich asked for the cost. Dr. Crow estimated the expense at \$10,000.

**7. Bond Auditors' Reports for 2014-15** (Note: Agenda Item 7 taken out of order due to the lack of a quorum)

Dr. Crow reported there were no findings by the auditors in their review of bond funds and the performance audit. Vice Chair Cruzan commented the lack of findings speaks well of the District's financial management of the bond program. Mr. Johnson concurred.

**4. Approval of November 2, 2015 Minutes**

Noting Mr. Lambert's arrival and attainment of a quorum, Vice Chair Cruzan returned to Agenda Item 4, approval of the minutes of the November 2, 2015 meeting. He asked if members had any questions or comments. Seeing there were none, he asked if the CBOC Annual Report had been presented to the Governing Board. Dr. Tribley responded Chair Panetta made an excellent presentation of the report at the February 24, 2016 Board meeting.

Motion made by Mr. Johnson, seconded by Ms. Larson, to approve the minutes of the November 2, 2015 meeting. Motion carried unanimously.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Lambert, Larson
NOES:	0 MEMBERS:	None
ABSENT:	4 MEMBERS:	Harvath, Heuer, Lee, Panetta
ABSTAIN:	0 MEMBERS:	None

**5. Accept Bills and Warrants Report**

Vice Chair Cruzan advised the report would be reviewed by page and invited questions. There were no questions on page 1.

Regarding page 2, Mr. Johnson asked for a definition of the miscellaneous category. Ms. Barrios said the category was set up for expenditures after a project had been closed out. Ms. Nakamura added the miscellaneous category has recently been used as a holding place for expenditures while another infrastructure project was being developed. These expenses will then be moved under that project. Mr. Johnson followed with a question about the fiber installation at the Art Gallery and whether the addition was made to an existing fiber system. Mr. Carson explained the Art Gallery was disconnected after the Arts Complex renovation as the fiber cable needed upgrading. It was recommended that the expense be moved from the miscellaneous category to the Arts Complex project as the fiber installation was a related item.

There were no further questions regarding the report.

It was moved by Mr. Johnson and seconded by Ms. Larson to accept the December 31, 2015 bills and warrants report. Motion carried unanimously.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Lambert, Larson
NOES:	0 MEMBERS:	None

ABSENT: 4 MEMBERS: Harvath, Heuer, Lee, Panetta  
ABSTAIN: 0 MEMBERS: None

**8. Tax Rate for Measure I Bond**

Ms. Nakamura reviewed the document displaying the history of bond issuances and tax rates for Measure I. This document was prepared by the District's bond underwriter, Ms. Ivory Li, Piper Jaffray. Ms. Nakamura noted Proposition 39 bonds have an annual projected limit of \$25 per \$100,000 of assessed valuation for community college districts. When the CBOC Annual Report was reviewed at the previous meeting, it was reported the tax rate had been increased in 2015 to \$32.47 from \$15.77 in 2014. The 2015 increase was necessary as Monterey County had under-levied in 2014 and needed to make up the shortfall in tax collections. She indicated the document shows the tax rate in 2016 had returned to a lower rate, \$23.04. Over the life of the bond program, the average tax rate has been \$22.09, compared to the projection of \$23.89, made when the bond was approved by the voters in 2002.

Ms. Larson asked how long the taxpayers would be paying for the bonds. Staff will research and report back.

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

The Treasurer's Report of Investments for the quarter ending September 30, 2015 was shared with the committee for information. Dr. Crow noted the low yields on the County's investments.

**10. Meeting Schedule**

Vice Chair Cruzan reviewed the upcoming meeting dates:

- Monday, June 15, 2015
- Monday, August 10, 2015
- Monday, November 2, 2015 (Annual Organizational Meeting)

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

Dr. Tribley referenced the upcoming Holman Highway 68 Roundabout project and City of Monterey concerns about traffic impacts during the construction period. He announced that MPC was assisting with traffic mitigation by allowing its parking lots to be used during the summer as park and ride lots for commuters. The Transportation Agency of Monterey County and the City of Monterey will also be presenting a public forum on the roundabout project later this spring at MPC and the committee is welcome to attend.

**12. Adjournment**

Motion was made by Mr. Johnson and seconded by Mr. Larson to adjourn the meeting at 3:29 PM. Motion carried unanimously. Mr. Lee arrived at this time.

AYES: 5 MEMBERS: Cruzan, Gaspich, Johnson, Lambert, Larson  
NOES: 0 MEMBERS: None  
ABSENT: 4 MEMBERS: Harvath, Heuer, Lee, Panetta  
ABSTAIN: 0 MEMBERS: None

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

Monday, June 13, 2016  
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. Thomas Gaspich  
Mr. Rick Heuer  
Mr. Birt Johnson, Jr.  
Mr. Stephen Lambert  
Ms. Sharon Larson  
Mr. Rob Lee  
Mr. James Panetta, Chair

ABSENT: Mr. Wayne Cruzan, Vice Chair  
Mr. Hunter Harvath

STAFF PRESENT: Ms. Rosemary Barrios, Controller  
Dr. Steve Crow, Vice President for Administrative Services  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President

OTHERS PRESENT: Ms. Ivory Li, Piper Jaffray

**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**

Dr. Tribley recognized Mr. Johnson for his role as the keynote speaker at the Coalition of Scholarship Organizations' annual scholarship breakfast held in early June.

**3. Approval of February 29, 2016 Minutes**

Ms. Nakamura reported that Mr. Johnson had informed her of an error in the draft minutes regarding the number of members listed as absent during the votes taken at the meeting. A corrected copy of the minutes was distributed.

Motion made by Mr. Johnson, seconded by Mr. Lee, to approve the minutes of the February 29, 2016 meeting, with the corrections noted. Motion carried, with two abstentions.

AYES:	5 MEMBERS:	Gaspich, Johnson, Lambert, Larson, Lee
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Cruzan, Harvath
ABSTAIN:	2 MEMBERS:	Heuer, Panetta

#### 4. **Accept Bills and Warrants Report**

Chair Panetta advised the report would be reviewed by page and invited questions. There were no questions on page 1.

Regarding the expenditure for an awning at the Student Center on page 2, Mr. Johnson asked if Bruce Kiddle was a new contractor. Ms. Barrios responded he has been used before. Dr. Crow explained the awning adds a safety factor.

There were no further questions regarding the report.

It was moved by Ms. Larson and seconded by Mr. Johnson to accept the March 31, 2016 bills and warrants report. Motion carried unanimously.

AYES:	7 MEMBERS:	Gaspich, Heuer, Johnson, Lambert, Larson, Lee, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Cruzan, Harvath
ABSTAIN:	0 MEMBERS:	None

#### 5. **Bond Expenditure Status Report**

Dr. Crow commented the report reflects minor activity that occurred during the period. He asked for questions. Mr. Gaspich asked about the miscellaneous category year-to-date expenditures of \$4,919. Ms. Barrios responded that the awning expenditure of \$3,000 was part of the miscellaneous expense. She said she would research previous expenditures made under this category and report back. Mr. Lee checked prior meeting documents and noted the remaining miscellaneous expenditure of \$1,919 for fiber installation at the Art Gallery.

Mr. Heuer asked if the Arts Complex project was partially completed. It was explained that the Art Dimensional building was not renovated as decisions were needed about its future. The result was that \$1.1 million in funding was reserved in the project budget. Mr. Heuer observed those funds could be used for another project.

#### 6. **Bond Refinancing**

Dr. Tribble noted Dr. Crow brought forward to the District the opportunity for this bond refinancing. The District's bond underwriter, Ms. Ivory Li, Managing Director, Piper Jaffray, was introduced to make the presentation on the recent refinancing.

Ms. Li reviewed the history of the District's \$145 million bond Measure I, noting there was 65% voter approval in 2002, 10% above Proposition 39 requirements. The estimated tax rate was \$23.89

per \$100,000 assessed valuation. She clarified this rate was a political promise and not a legal maximum. The \$145 million of bond funds have been entirely issued by the District.

She noted there were three bond refinancing issuances that have been completed. The amount of savings generated for the taxpayers was approximately \$500,000 from the first refinancing in December 2005, \$1.4 million in the second refinancing in May 2013, and \$28 million in the third financing completed in June 2016, for a total of \$30 million. Mr. Gaspich asked if there was insurance on the bonds. Ms. Li responded no, that the District's rating was better than the bond insurers.

Ms. Li reviewed the tax rate performance history of the bond. She commented the tax was underlevied in 2014 at \$15.77. The shortfall was made up in 2015 when the County set the tax rate at \$32.47. The average tax rate over the past 12 years has been \$22.09.

She explained a bond refinancing is similar to refinancing a home mortgage, where a higher interest rate is replaced by a lower rate. In the 2016 bond refinancing, the interest rate of 5.03% was lowered to 2.87%, resulting in a total savings to the taxpayers of \$28 million. In response to a question from Mr. Gaspich, Ms. Li indicated the total cost of the refinancing was \$800,000, which was subtracted from the refunding bond proceeds.

Ms. Li reviewed a summary chart showing municipal bond interest rates currently at historic lows. She stated the bonds will remain on the tax roll for 18 more years, until 2034. Ms. Li noted the savings will be distributed in the later years of the bond. Mr. Johnson asked what triggers a bond refunding. She explained that she monitors the term and interest rate of the bond to determine when a bond refunding might be fiscally appropriate.

Ms. Li closed her presentation with the press release on the bond refinancing that was shared with the community. Ms. Larson asked if the bonds are being paid down and what happens in 2034. Ms. Li explained the bonds will be paid off in 2034 and taxpayers will no longer have to pay taxes related to Measure I. Mr. Gaspich asked for the outstanding principal on the bonds. Ms. Li did not have the exact figure and said she would provide.

Mr. Heuer commented the voters only authorized a certain amount for Measure I bond projects in 2002. Referring to the 2005 bond refinancing where \$4.2 million of bond proceeds were allocated for college bond projects, he contended it would be illegal if these funds were actually spent.

Staff will report back to the Committee regarding the outstanding principal on the bonds and the refinancing issue raised by Mr. Heuer.

## **7. Monterey County Treasurer's Investment Reports**

Dr. Crow reported interest rates remain low as shown in the December 31, 2015 and March 31, 2016 quarterly investment reports issued by the Monterey County Treasurer. There were no questions.

## **8. Facilities Planning Update**

Dr. Crow distributed an outline for a facilities master plan for the District, to cover the period 2016-2030. He stated the outline has been through the Facilities Committee and will be used as a basis for

gathering data. He reviewed the outline, noting MPC is an aging campus which will cost more to retrofit. Ms. Larson asked when the plan would be completed. Dr. Crow said the plan would be presented to the Board of Trustees in the next few months. Mr. Johnson asked about prioritization of upgrades to facilities. Dr. Crow agreed a prioritization would need to be done. He said he would also put together phases for the plan, to be determined by the availability of state and local bond funding.

**9. Superintendent/President's Update**

Dr. Tribley stated Dr. Crow's work on facilities planning will provide the basis for a future bond measure. He continued with his update. Dr. Tribley noted the college would be hosting an accreditation team in October for a site evaluation. He said MPC had completed a self-study describing the college's efforts to fulfill accreditation standards. The site evaluation and self-study will result in a decision by the Accrediting Commission regarding the college's continued accreditation.

Dr. Tribley also reported a consultant team from the Collaborative Brain Trust was hired to assist MPC with an external review, which was completed in May. The team consisted of retired community college administrators who were experts in finance, academic scheduling, etc. Dr. Tribley discussed the college's recent financial problems and the causes. He said the consultant team reported on three areas: fiscal, enrollment management, and governance processes. The team recommended a number of changes, including more efficiency in enrollment management and course scheduling, and changes in participatory governance processes.

**10. Meeting Schedule**

Chair Panetta reviewed future meeting dates:

- Monday, August 29, 2016
- Monday, November 7, 2016 (Annual Organizational Meeting)

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

Mr. Johnson requested a facilities planning update.

**12. Adjournment**

Motion made by Mr. Johnson and seconded by Ms. Larson to adjourn the meeting at 3:59 PM. Motion carried unanimously.

AYES:	7 MEMBERS:	Gaspich, Heuer, Johnson, Lambert, Larson, Lee, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Cruzan, Harvath
ABSTAIN:	0 MEMBERS:	None



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

Monday, August 29, 2016  
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.  
Mr. Stephen Lambert  
Ms. Sharon Larson  
Mr. Rob Lee  
Mr. James Panetta, Chair

ABSENT: None

STAFF PRESENT: Ms. Rosemary Barrios, Controller  
Dr. Steve Crow, Vice President for Administrative Services  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President

OTHERS PRESENT: Mr. Mike Carson, Kitchell  
Mr. David Casnocha, Stradling Yocca Carlson & Rauth

**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**

Horticulture instructor, Margot Grych, commented the campus has heritage trees, many of which are in decline. She stated the need for special measures to take care of these trees and to set aside funds for campus grounds maintenance.

**3. Approval of June 13, 2016 Minutes**

Motion made by Mr. Johnson, seconded by Mr. Harvath, to approve the minutes of the June 13, 2016 meeting. Motion carried unanimously, with one abstention.

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

**4. Bond Refinancing Follow-Up**

There were two issues requiring follow-up from the 2016 bond refinancing item at the June 13 meeting. One was a question regarding the outstanding principal on the bonds. Included in the agenda packet was a spreadsheet prepared by the District's bond underwriter, Ivory Li, Piper Jaffray. Ms. Nakamura reviewed the spreadsheet which showed the total amount currently outstanding as \$137,583,522. Three series of bonds have been issued, Series A in June 2003 and Series B and C in January 2008, for a total of \$145 million. There have been 3 bond refinancings, in December 2005, June 2013, and June 2016, resulting in \$30 million of tax savings and a debt term that has remained the same, extending until 2034.

The other issue pertained to the allocation of 2005 refunding bond proceeds to projects. District bond counsel, David Casnocha, addressed the 2005 refunding bond. He reviewed the background, noting the bond election was in November 2002, and the Series A bonds were issued in June 2003. In 2005, the Board of Trustees approved refinancing the Series A bonds, and the District issued cash-out refunding bonds in December 2005. The refinancing reduced the debt term from 2027 to 2020 and generated cash exceeding the amount needed to eliminate the debt service. Mr. Casnocha noted bond refinancings were extremely popular in 2005-06 as the assessed value of property was growing rapidly and the opinion of bond counsels was that the excess funds could be shared between districts and the taxpayers.

Mr. Casnocha discussed taxpayer group efforts to petition the state legislature and the state attorney general (OAG) to curtail cash-out refunding bonds. The legislature did not want to pursue; however, the OAG agreed to review the legality. In 2009, the OAG issued its opinion that cash-out refunding bonds violated the state constitution because the District would receive more funds than the voters approved. However, the OAG opinion also recognized that already issued cash-out refunding bonds were legal and valid. Mr. Casnocha discussed the Code of Civil procedure law that provides a 60-day limit for challenging the validity of bonds. He concluded his presentation, stating the economic consequences of the 2005 refunding bond were \$4.2 million generated for District projects, the taxpayers had decent savings, and 7 years of debt was eliminated.

Mr. Heuer stated he was a member of the committee in 2005 and the taxpayers raised objections to these funds being applied to projects. He said his approach was to wait until the end of the bond to see if these funds were expended. Mr. Heuer asked what was the maximum amount approved by the voters in 2002. He stated this amount could not be exceeded, voicing his disagreement with the OAG opinion. Mr. Heuer said the issue was not one of legality, but what the District promised the voters.

Mr. Casnocha provided further detail regarding the policy restrictions applied to the 2005 refunding bonds. The \$4.2 million generated were not bond proceeds, but rather the premium paid by investors who purchased the bonds. He stated this premium was not restricted in the same way. When bonds are sold at a premium, there is the question of how to use the excess cash. Mr. Casnocha stated the funds could be spent for any purpose; however, in the case of the District's refunding bonds, the cash was applied to the same voter approved projects included in Measure I.

Mr. Heuer stated he appreciated the District's approach, but the principle of the issue remains for him. Mr. Casnocha commented the community colleges and school districts have the problem of having more facilities projects than dollars available to fund. Cash-out refunding bonds were a way to solve this problem, while reducing the tax burden, shortening the maturity of the bonds, and allowing schools to share in the benefit to complete more projects.

Ms. Larson asked if the taxpayers will continue to pay \$23.89 per \$100,000 assessed valuation until 2034. Mr. Casnocha responded yes and explained the level tax rate.

Chair Panetta asked about next steps forward. Dr. Tribley stated expenditure of the \$4.2 million was a District decision. Mr. Casnocha stated the Board of Trustees was informed of the OAG opinion and apprised of the issues.

#### **5. Accept Bills and Warrants Report**

Chair Panetta advised the report would be reviewed by page and invited questions. There were no questions on any of the pages.

It was moved by Mr. Heuer and seconded by Mr. Lee to accept the June 30, 2016 bills and warrants report. Motion carried unanimously.

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

#### **6. Bond Expenditure Status Report**

Chair Panetta asked for questions or comments on the report. Mr. Johnson noted there have been no additional expenditures under the furniture/equipment category since March. He asked if charges were anticipated in the future. Mr. Carson replies there may be potential expenditures associated with other planned bond projects, such as the Music and Public Safety Training facilities. Mr. Johnson stated there have been no new expenditures on these projects since 2013. Mr. Carson explained the District is waiting for state matching funds to complete these projects.

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

Dr. Crow reported interest rates remain low as the investments are low risk. Referring to the County Treasurer's investment policy, Mr. Lee asked if a compliance audit has been conducted and shared with the District. Dr. Crow said he would follow up and report back to the committee.

**8. Membership Update**

Dr. Tribley indicated four members, Mr. Gaspich, Mr. Harvath, Ms. Larson, and Mr. Lee, will be completing their first term in November. He requested they consider serving a second term on the committee. Staff will contact the members regarding this request.

**9. Facilities Needs and New Bond Measure**

Dr. Tribley stated his interest in beginning a conversation regarding a new bond measure. He observed there are many facilities needs on campus and the District has not had a Director of Facilities for several years. He added that Dr. Crow has finished his first year at MPC and they have recently discussed the opportunity of placing a new bond measure on the November 2016 ballot. After consideration of the efforts needed to align the campus, the MPC Foundation, and the Governing Board in support of this initiative, they have decided to defer this opportunity into the future.

Regarding District facility needs, Dr. Crow noted there has been a lack of planning at the District going forward. He has contracted with a consultant, Umstot, to do facilities planning. According to the facilities condition assessment in the Chancellor's Office FUSION program, the District has needs for over \$100 million of repairs, and a facilities replacement value of over \$400 million. A preliminary report has been given to the Board of Trustees.

Mr. Heuer commented 2016 is probably not a good time for a bond measure. He noted there are already 7 bond issues, 3 business license taxes, and 2 sales tax initiatives on the ballot. Mr. Johnson welcomed hearing the information about college facility needs and a future bond measure.

**10. Meeting Schedule**

Chair Panetta noted the next meeting on November 7 will be the annual organizational meeting with a new chair named.

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

Despite his comments on the 2005 bond refinancing, Mr. Heuer offered his compliments to MPC regarding the bond management information shared and the cost effectiveness of the bond program. He stated the MPC bond reports are used as an example to other bond oversight committees.

**12. Adjournment**

Motion made by Mr. Johnson and seconded by Mr. Heuer to adjourn the meeting at 4:10 PM.  
Motion carried unanimously.

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

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