



Citizens' Bond Oversight Committee

ANNUAL REPORT

2016-2017

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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:



Wayne Cruzan, Chair
Citizens' Bond Oversight Committee

Date: November 6, 2017

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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
2016-17



Back row: Steven Crow (VP, Admin. Services) Rick Heuer, Wayne Cruzan (Chair), Hunter Harvath (Vice Chair)
Front row: Robert Lee, Birt Johnson, Jr., Sharon Larson, Thomas Gaspich, Walter Tribley (Supt./Pres.)
Not pictured: Stephen Lambert

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SUMMARY OF THE COMMITTEE'S PROCEEDINGS AND ACTIVITIES FOR 2016-2017

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 2016, Mr. Thomas Gaspich, Mr. Hunter Harvath, Ms. Sharon Larson, and Mr. Rob Lee, completed their first term on the committee and were reappointed by the Board of Trustees for a second term. Following his election to the U.S. Congress, Mr. James Panetta, community at-large member, stepped off the committee when he assumed office in January 2017.

In accordance with the Bylaws, officers were selected at the annual organizational meeting on November 7, 2016. Dr. Tribley appointed Mr. Cruzan to serve as Chair and the committee approved Mr. Harvath to serve 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 second term, 11/2016 – 11/2018
Hunter Harvath	2-year second term, 11/2016 – 11/2018
Rick Heuer	2-year third term, 11/2015 – 11/2017
Birt Johnson, Jr.	2-year third term, 11/2015 – 11/2017
Stephen Lambert	2-year initial term, 10/2015 – 11/2017
Sharon Larson	2-year second term, 11/2016 – 11/2018
Rob Lee	2-year second term, 11/2016 – 11/2018
James Panetta	2-year third term, 11/2015 – 12/2016

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 2016-17, the committee convened four quarterly meetings. The annual organizational meeting of the committee was held November 7, 2016, with subsequent meetings held on March 20, 2017, June 12, 2017, and September 11, 2017. 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 2016-17, the committee regularly reviewed bond program expenditures and quarterly Monterey County Treasurer's Investment Reports. At the November meeting, Dr. Crow provided a facilities update to the committee, noting the Governing Board approved three new projects for bond funding, including the baseball field, infrastructure phase IV, and data center network security. In March, the committee reviewed the 2015-16 independent financial and performance audit reports for the District's bond funds and the Monterey County Treasury Oversight Committee Compliance Audit for 2014-15. At each meeting, Dr. Tribley provided the committee with a campus update, including an update on budgetary issues, a progress report regarding the college's accreditation recommendations, and information on new ventures, such as the dual enrollment partnerships with local high schools, and California State University, Monterey Bay.

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 \$127,287 through September 30, 2017.

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 2016-17 was \$23.34. Since the first bond issuance in 2003, the average tax rate has been \$22.11.

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, 2016 through September 30, 2017 and total expenditures since bond inception.

MPC Bond Expenditure Report
July 1, 2003 through September 30, 2017

<u>Receipts:</u>	Prior	10/1/2016- 09/30/2017	Total
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*	\$9,345,656	\$127,287	\$9,472,943
Interest Write-off**	(\$1,878,835)	\$0	(\$1,878,835)
Interest Recovery**	\$761,346	\$0	\$761,346
Total Receipts	\$157,467,519	\$127,287	\$157,594,806

* Interest income is through Sept. 30, 2017

** 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 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
Humanities, Bus-Hum, Student Services	\$3,543,043	\$0	\$3,543,043
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
Infrastructure - Phase III	\$6,458,266	\$0	\$6,458,266
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
Life & Physical Science	\$10,832,201	\$0	\$10,832,201
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
Swing Space/Interim Housing	\$5,777,350	\$0	\$5,777,350
Social Science Remodel	\$863,697	\$0	\$863,697
Student Center Renovation	\$6,157,617	\$0	\$6,157,617
Telephone System Upgrades	\$599,414	\$0	\$599,414
Theater Light Board	\$22,733	\$0	\$22,733
Theater	\$10,382,736	\$0	\$10,382,736
Vehicles	\$187,070	\$0	\$187,070
Walkway/Safety Improvements	\$225,630	\$0	\$225,630

Completed Projects	\$131,429,529	\$0	\$131,429,529
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In Process:

Arts Complex	\$3,540,290	\$15,275	\$3,555,565
Baseball Field	\$0	\$17,243	\$17,243
Bond Program Management	\$5,692,510	\$0	\$5,692,510
Data Center Network	\$0	\$524,051	\$524,051
Furniture/Equipment	\$5,337,175	\$78,919	\$5,416,094
Infrastructure - Phase IV	\$74,857	\$67,038	\$141,895
Music Building	\$23,770	\$0	\$23,770
PSTC Parker Flats	\$70,499	\$0	\$70,499
General Contingency	\$0	\$199,792	\$199,792
Management Expense for Custom Investment Portfolio***	\$45,272	\$0	\$45,272

In Process	\$14,784,373	\$902,318	****	\$15,686,691
Total Expenditures	\$146,213,902	\$902,318		\$147,116,220

*** 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 generated 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 \$147,116,220 equate to 93% of Measure I bond proceeds of \$157,594,806 being spent through September 30, 2017 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 \$198,297,843 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, 2017

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 & 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 & 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 & 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

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 & 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 & 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 & 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
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 was 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

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 & Other</u>	
Humanities, Business Humanities, and Student Services	The existing Humanities and former Student Services buildings were 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 was completed 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

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 & Other</u>	
Life Science and Physical Science Buildings	The existing Physical Science and Life Science buildings were 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 was 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
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

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 & Other</u>	
Student Center Renovation	The Student Center was 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
Infrastructure - Phase III	This phase included 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 was completed in phases from May 2008 through September 2014.	\$6,458,266		\$6,458,266
Swing Space/Interim Housing	Temporary space was planned to house programs and services displaced by modernization projects. Temporary modulars were 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
Totals for Completed Projects		\$131,429,529	\$33,504,037	\$164,933,566

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 & 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
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
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

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 & Other</u>	
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
Totals for Projects In Process		\$10,532,760		\$10,532,760

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 & 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
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. However, in 2017, the Chancellor's Office reexamined its implementation strategy for facilities funding for 2019-20 forward due to funding constraints, and the Final Project Proposal for this project will need to be updated and resubmitted for consideration.	\$1,200,000	\$1,200,000	\$2,400,000
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 2020 is contingent upon state bond funding being approved and allocated.	\$6,000,000	\$6,000,000	\$12,000,000
Totals for Future Projects		\$7,950,000	\$7,200,000	\$15,150,000

CONTINGENCY:

<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
	<u>Prop 39 Bond</u>	<u>State & 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
Grand Totals (Projects)	\$150,270,752	\$40,704,037	\$190,974,789

BOND PROGRAM MANAGEMENT:

<u>Description</u>	<u>Budgets</u>		<u>Total Cost</u>
	<u>Prop 39 Bond</u>	<u>State & Other</u>	
An outside firm was used to manage the overall bond construction program. Funds to pay for these services were 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.	\$1,631,544		\$1,631,544
Totals for Program Management	\$7,324,054		\$7,324,054
Overall Grand Totals	\$157,594,806	\$40,704,037	\$198,298,843

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APPENDIX

COMMITTEE ROSTER

COMMITTEE MEETING AGENDAS

November 7, 2016

March 20, 2017

June 12, 2017

September 11, 2017

COMMITTEE MEETING MINUTES

November 7, 2016

March 20, 2017

June 12, 2017

September 11, 2017

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MONTEREY PENINSULA COLLEGE

Citizens' Bond Oversight Committee Members

- Wayne Cruzan, Chair, *GENTRAIN Society*
- Birt Johnson, Jr., *Community member*
- Rob Lee, *Monterey Peninsula Chamber of Commerce*
- Hunter Harvath, Vice Chair, *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 COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, November 7, 2016
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. Committee Membership Update** INFORMATION
Committee membership will be reviewed by Dr. Tribley. Members Thomas Gaspich, Hunter Harvath, Sharon Larson, and Rob Lee have completed their first terms and all have been reappointed to a second term on the committee.
- 4. Approval of August 29, 2016 Minutes** ACTION
- 5. Facilities Projects Update** INFORMATION
Dr. Crow will provide an update regarding additional facilities projects that have recently been approved for bond funding by the Governing Board.
- 6. Accept Bills and Warrants Report** ACTION
The quarterly list of payments from bond funds expended through September 30, 2016 will be reviewed for acceptance by the committee.
- 7. Bond Expenditure Status Report** INFORMATION
The September 30, 2016 bond expenditure status report will be reviewed with the committee.

- 8. Annual Report for 2015-16** 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.
- 9. Superintendent/President's Update** INFORMATION
- 10. 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.
- 11. Meeting Schedule (PLEASE BRING CALENDARS)** INFORMATION/ACTION
The following meeting dates for 2017 are suggested for adoption:
Monday, March 6, 2017
Monday, June 12, 2017
Monday, August 28, 2017
Monday, November 6, 2017 (Annual Organizational Meeting)
- 12. Suggestions for Future Agenda Topics and Announcements**
- 13. 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: November 2, 2016



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, March 20, 2017
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 November 7, 2016 Minutes** ACTION
- 4. Accept Bills and Warrants Report** ACTION
The list of payments from bond funds expended through December 31, 2016 will be reviewed for acceptance by the committee.
- 5. Bond Expenditure Status Report** INFORMATION
The December 31, 2016 bond expenditure status report will be reviewed with the committee.
- 6. Bond Auditors' Reports for 2015-16** INFORMATION
The Independent Auditors' Report of the District's bond funds, for the fiscal year ended June 30, 2016, and the District's Bond Performance Audit Report, for the fiscal year ended June 30, 2016, will be reviewed with the committee.

- | | |
|--|-------------|
| 7. Monterey County Treasurer's Investment Report
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 December 30, 2016 provides a review of asset allocation and investment performance. | INFORMATION |
| 8. Monterey County Treasury Oversight Committee Compliance Audit for 2014-15
The committee expressed interest in reviewing the annual compliance audit of the Treasurer's investment operations. The most recent compliance audit report will be reviewed with the committee. | INFORMATION |
| 9. Superintendent/President's Update | INFORMATION |
| 10. Meeting Schedule
Future meetings of the Committee are scheduled for: <ul style="list-style-type: none">• Monday, June 12, 2017• Monday, August 28, 2017• Monday, November 6, 2017 (Annual Organizational Meeting) | INFORMATION |
| 11. Suggestions for Future Agenda Topics and Announcements | INFORMATION |
| 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: March 15, 2017



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, June 12, 2017
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 March 20, 2017 Minutes** ACTION
4. **Accept Bills and Warrants Report** ACTION
The list of payments from bond funds expended through March 31, 2017 will be reviewed for acceptance by the committee.
5. **Bond Expenditure Status Report** INFORMATION
The March 31, 2017 bond expenditure status report will be reviewed with the committee.
6. **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 March 31, 2017, provides a review of asset allocation and investment performance.
7. **Superintendent/President's Update** INFORMATION
8. **Membership Update** INFORMATION
Committee membership will be reviewed by Dr. Tribley.

9. Meeting Schedule

INFORMATION

Future meetings of the Committee are scheduled for:

- Monday, August 28, 2017
- Monday, November 6, 2017 (Annual Organizational Meeting)

10. Suggestions for Future Agenda Topics and Announcements

INFORMATION

11. 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: June 7, 2017



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, September 11, 2017
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. **Introductions**
3. **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.
4. **Approval of June 12, 2017 Minutes** ACTION
5. **Accept Bills and Warrants Report** ACTION
The list of payments from bond funds expended through June 30, 2017 will be reviewed for acceptance by the committee.
6. **Bond Expenditure Status Report** INFORMATION
The June 30, 2017 bond expenditure status report will be reviewed with the committee.
7. **Membership Update** INFORMATION
Committee membership will be reviewed by Dr. Tribley.
8. **Superintendent/President Update** INFORMATION
9. **Meeting Schedule** INFORMATION
Future meetings of the Committee are scheduled for:
 - Monday, November 6, 2017 (Annual Organizational Meeting)

10. Suggestions for Future Agenda Topics and Announcements

INFORMATION

11. 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: September 5, 2017

COMMITTEE MEETING MINUTES

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MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, November 7, 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. Hunter Harvath (arrived at 3:05 PM)
Mr. Birt Johnson, Jr.
Mr. Stephen Lambert
Mr. Rob Lee
Mr. James Panetta, Chair

ABSENT: Mr. Thomas Gaspich
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 3:01 PM by Chair Panetta.

2. Public Comment

There were no public comments.

3. Committee Membership Update

Dr. Tribley reported Mr. Gaspich, Mr. Harvath, Ms. Larson, and Mr. Lee, have agreed to serve another term on the committee. The Governing Board approved their reappointment in October. Dr. Tribley thanked them for their continued service and commitment to the college.

4. Approval of August 29, 2016 Minutes

Motion made by Mr. Johnson, seconded by Mr. Cruzan, to approve the minutes of the August 29, 2016 meeting. Motion carried unanimously.

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

5. Facilities Projects Update

Dr. Crow reported the Governing Board recently approved revisions to the bond fund budget to reflect completed projects, rebalancing of budgets, and the transfer of unused funds to newly identified needs. He noted three new projects have been established: the baseball field, infrastructure, and data center network security. Dr. Tribley added the baseball field project is closer to \$3 million in cost. It will be a phased project and the bond will fund the first phase of \$750,000. The project will convert the field from grass to artificial turf, saving \$50,000 a year in watering expense and improving the safety of the facility. Dr. Crow indicated the data center network security project will address vulnerabilities identified in the network system.

Chair Panetta asked where the amounts of \$400,000 for the data center and \$500,000 for the infrastructure project came from. Dr. Crow responded the Director of Information Technology worked with consultants to arrive at the \$400,000 network security project cost. He said the \$500,000 was the remaining balance. Mr. Panetta also asked about the miscellaneous category budgeted at \$74,857. It was explained the miscellaneous category was a holding category. Mr. Johnson confirmed the infrastructure project represents phase IV of repairs.

6. Accept Bills and Warrants Report

Chair Panetta advised the report would be reviewed by page and invited questions. Members had no questions on pages 1-3.

Mr. Johnson noted several projects on the bond expenditure status report were listed as 100% complete, such as the Theater and Humanities projects, and no additional expenditures were recorded on the bills and warrants report. He asked if further expenditures were anticipated on these projects. Dr. Crow responded there will be no further expenditures.

It was moved by Mr. Harvath and seconded by Mr. Johnson to accept the September 30, 2016 bills and warrants report. Motion carried unanimously.

AYES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

7. Bond Expenditure Status Report

Per Mr. Johnson's comments under the previous item, it was agreed that projects listed as 100% complete will be moved from the In Process category to the Completed Projects category on the next quarterly report. This change will leave the Arts Complex project (with \$255,295 balance),

furniture/equipment (with \$500,000 balance), general institutional contingency (with \$358,463 balance) and Infrastructure – Phase IV (with \$425,143 balance) as the only projects in the In Process category.

The Future projects category consists of four projects: the Baseball Field, Data Center Network Security, the Music facilities renovation, and the Public Safety Training Center (PSTC) Phase II at Parker Flats. The PSTC project is waiting for a state funding match. Dr. Tribley noted if the state bond initiative fails to pass on the November ballot, the Board will need to determine if the remaining bond funds should be repurposed.

Mr. Harvath asked about the source of interest earnings on bond funds. Dr. Crow explained the bond funds were invested in Monterey County's investment fund. Mr. Lee asked if there was a certain threshold to reach before a project was moved from the Future category to the In Process category. It was explained that while some of the Future projects have had small amounts expended on design, the projects were not yet under construction, and thus, not considered "in process."

8. Annual Report for 2015-16

Mr. Johnson commented that some of the projects listed as in process on page 11 of the report should be characterized as completed.

It was moved by Mr. Cruzan and seconded by Mr. Johnson to approve the annual report. Motion carried unanimously. Mr. Cruzan will present the report to the Governing Board in place of Chair Panetta.

YES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

9. Superintendent/President's Update

Dr. Tribley focused his update on the college's accreditation process. He stated the college completed a self-study and then hosted a site evaluation team in October. The team provided an exit summary to the campus and will be submitting an evaluation report to the Accrediting Commission for Community and Junior Colleges. The college's self-study and the evaluation team report will be considered by the commission in January. He reviewed the possible outcomes of the accreditation process. Dr. Tribley stated MPC will remain fully accredited, but the college may receive recommendations for improvement that will need to be addressed within a certain period of time. Mr. Harvath asked when the last accreditation was completed. Dr. Tribley said the prior accreditation evaluation was in 2010. The college's accreditation was reaffirmed, but there were also recommendations received, such as the recommendation regarding student learning outcomes.

10. Officers

Dr. Tribley presented Mr. Panetta with a certificate of appreciation in gratitude for his service as chair of the committee during the past two years. Mr. Panetta remarked he is proud to be a Lobo.

Dr. Tribley announced Mr. Cruzan has agreed to serve as chair for 2017. The floor was opened for nominations for the vice chair position. Mr. Panetta nominated Mr. Harvath, seconded by Mr. Cruzan. Mr. Harvath was elected unanimously.

YES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

11. Meeting Schedule

The meeting dates of March 6, June 12, August 28, and November 6 (annual organizational meeting) were proposed for 2017.

Motion was made by Mr. Harvath and seconded by Mr. Cruzan to accept the meeting dates for 2017. Motion carried unanimously.

YES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

12. Suggestions for Future Agenda Topics and Announcements

Mr. Lee had previously asked about a compliance audit for the Monterey County Treasurer's Investment Fund. Ms. Barrios has confirmed a compliance audit has been completed. Staff will include the most recent compliance audit on the next meeting agenda.

13. Adjournment

Chair Panetta adjourned the meeting at 3:54 PM.

/vn



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, March 20, 2017
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, Chair
Mr. Thomas Gaspich
Mr. Rick Heuer
Mr. Stephen Lambert
Ms. Sharon Larson
Mr. Rob Lee

ABSENT: Mr. Hunter Harvath, Vice Chair
Mr. Birt Johnson, Jr.

STAFF PRESENT: Ms. Rosemary Barrios, Controller
Dr. Steve Crow, Vice President for Administrative Services
Ms. Vicki Nakamura, Assistant to the President
Dr. Walter Tribbley, 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 3:00 PM by Chair Cruzan.

2. Public Comment

There were no public comments.

3. Approval of November 7, 2016 Minutes

It was noted that two items mentioned in the minutes have been fulfilled. The Bond Expenditure Report reflects the changes recommended under item 7 of the minutes, i.e., to move projects listed as 100% complete to the Completed Projects category. Also, today's agenda includes the most recent Monterey County Treasurers Investment Fund compliance audit, which was suggested as a future agenda topic.

Motion made by Ms. Larson, seconded by Mr. Gaspich, to approve the minutes of the November 7, 2016 meeting. Motion carried unanimously.

AYES:	6 MEMBERS:	Cruzan, Gaspich, Heuer, Lambert, Larson, Lee
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Johnson
ABSTAIN:	0 MEMBERS:	None

4. Accept Bills and Warrants Report

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

It was moved by Mr. Heuer and seconded by Mr. Lee to accept the December 31, 2016 bills and warrants report. Motion carried unanimously.

AYES:	6 MEMBERS:	Cruzan, Gaspich, Heuer, Lambert, Larson, Lee
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Johnson
ABSTAIN:	0 MEMBERS:	None

5. Bond Expenditure Status Report

Chair Cruzan reviewed the changes made to the listing of the projects and invited questions. Members had no concerns.

6. Bond Auditors' Reports for 2015-16

Chair Cruzan highlighted the favorable conclusion of the reports which stated the review of bond expenditures and District procedures showed no irregularities. There were no comments or questions from the committee.

7. Monterey County Treasurer's Investment Report

Chair Cruzan asked for questions on the report. Members had no comments or questions.

8. Monterey County Treasury Oversight Committee Compliance Audit for 2014-15

Chair Cruzan noted Mr. Lee's request to review the compliance audit. He reported there were no exceptions stated in the audit.

9. Superintendent/President's Update

Dr. Tribley reviewed the outcome of the college's accreditation evaluation by the Accrediting Commission for Community and Junior Colleges (ACCJC). He stated the college received 6 commendations, 17 recommendations to meet accreditation standards, and was advised of 5 areas where improvement was needed. There were no recommendations regarding college facilities. Dr. Tribley explained the recommendations concerned technology infrastructure, course assessments, integrated planning, and fiscal stability. He emphasized that none of the recommendations relate to quality of the college's degrees, and MPC remains fully accredited. Dr. Tribley stated there are teams working on each of the recommendations. He noted he is presenting a report on accreditation progress to the Board every month; these reports also appear on the college's website. Mr. Cruzan

asked when the accreditation evaluation team returns. Dr. Tribley responded MPC must submit a follow-up report to the ACCJC in March 2018. The report must include evidence for each recommendation to show the progress made. The ACCJC will then send a team to evaluate the college sometime between March – June 2018. MPC will be notified of the outcome in June 2018.

10. Meeting Schedule

Chair Cruzan reviewed the upcoming meeting dates:

- Monday, June 12, 2017
- Monday, August 28, 2017
- Monday, November 6, 2017 (Annual Organizational Meeting)

11. Suggestions for Future Agenda Topics and Announcements

The final version of the CBOC's annual report and a copy of the Board of Trustee minutes regarding the presentation of the report were distributed to the committee. Chair Cruzan indicated the Board was pleased to receive the report. Dr. Tribley lauded Mr. Cruzan's excellent presentation to the Board.

Dr. Tribley announced Ms. Nakamura would be retiring in June. He and Chair Cruzan recognized her support of the CBOC.

There were no suggestions for future agenda topics.

12. Adjournment

Chair Cruzan adjourned the meeting at 3:38 PM.

/vn



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, June 12, 2017
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, Chair
Mr. Thomas Gaspich (arrived 3:05 PM)
Mr. Hunter Harvath, Vice Chair (arrived 3:05 PM)
Mr. Rick Heuer
Mr. Birt Johnson, Jr.
Ms. Sharon Larson
Mr. Rob Lee

ABSENT: Mr. Stephen Lambert

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

OTHERS PRESENT: None

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 Cruzan.

2. Public Comment

There were no public comments.

3. Approval of March 20, 2017 Minutes

Chair Cruzan asked for comments, and none were offered.

Motion made by Mr. Lee, seconded by Ms. Larson, to approve the minutes of the March 20, 2017 meeting. Motion carried unanimously.

AYES: 5 MEMBERS: Cruzan, Heuer, Johnson, Larson, Lee
NOES: 0 MEMBERS: None

ABSENT: 3 MEMBERS: Harvath, Gaspich, Lambert
ABSTAIN: 0 MEMBERS: None

4. **Accept Bills and Warrants Report**

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

Regarding page 2, Mr. Heuer asked about the purchase of CISCO Direct L-LC training in the amount of \$1275. Mr. Crow responded that he assumed the training was needed for the equipment purchased. Staff will research and he will report back at the next meeting. Mr. Heuer also asked if the CISCO expenditures identified as "security upgrade" were for equipment or software upgrade. Mr. Crow explained these purchases were a combination of both equipment and software.

Chair Cruzan inquired if these purchases addressed the Accrediting Commission's concerns about the college's technology infrastructure. Mr. Crow responded yes. Mr. Cruzan asked if the equipment was located in one central location or around campus. Mr. Crow stated the majority of the equipment and software were placed in the Information Technology department, behind locked doors. However, some of the equipment and software also extends to campus buildings.

Regarding the CISCO equipment and software expense listed for \$124,272, Mr. Heuer asked if the costs for the components were broken out. He was interested in the cost of the one year maintenance agreement. Mr. Crow explained this type of purchase usually occurred as a package, and Ms. Barrios concurred.

Ms. Larson requested a clearer description be provided in future reports for purchases of this type, to be able to identify what is being purchased. She also asked for an overview of what these purchases would accomplish. Dr. Crow explained these purchases would address a concern stated in the accreditation reports regarding strengthening the District's internal firewall to prevent cyber attacks on District computers from the outside. Mr. Heuer noted this upgrade would also protect against ransomware. Mr. Johnson asked if the upgrade is being made to network security. Dr. Crow responded yes.

There were no further questions on the report. It was moved by Mr. Johnson and seconded by Ms. Larson to accept the March 31, 2017 bills and warrants report. Motion carried unanimously.

AYES: 7 MEMBERS: Cruzan, Gaspich, Harvath, Heuer, Johnson, Larson, Lee
NOES: 0 MEMBERS: None
ABSENT: 1 MEMBERS: Lambert
ABSTAIN: 0 MEMBERS: None

5. **Bond Expenditure Status Report**

Chair Cruzan reviewed the report, noting the Data Center project had been moved from the future projects category to in process. He invited questions.

Mr. Johnson asked about the status of state bond funds for the Public Safety Training Center facility since the ballot initiative was approved. Dr. Tribley said state matching funds for MPC's project were not included in the state budget proposed for 2017-18 due to a budget compromise made between the Assembly and Senate. Dr. Crow added the state budget initially included funding for all

of the construction projects proposed by the Chancellor's Office, including MPC's project. Then, the Chancellor's Office requested districts to provide a narrative stating how their projects were related to safety. He said there may be a reconsideration later in the process.

6. Monterey County Treasurer's Investment Report

Chair Cruzan asked for questions on the March 31, 2017 quarterly report. Members had no comments or questions.

7. Superintendent/President's Update

Dr. Tribley provided a review of items that have recently appeared in the media regarding MPC. He stated the District has secured important partnerships with local educational institutions. All five public high schools on the peninsula will now offer MPC classes, with pathways to an associate's degree. This partnership will provide new opportunities for expansion and recovery of enrollment. Also, as part of a dual admissions partnership, Dr. Tribley said MPC will be sharing students with California State University, Monterey Bay. Students will be admitted to both MPC and CSUMB, leading to graduation with a four-year degree. These students will be taking many courses at the Marina Education Center. He explained that the increased enrollment at both the Marina Education Center and Marina High School will assist MPC in attaining a base of 1000 full-time equivalent students at MPC's Fort Ord Center. When this goal is reached, MPC will receive additional state funding. He stated the importance of serving the community as the population expands in the Marina and Seaside areas.

Dr. Tribley also discussed the challenges facing MPC. He said the college is seeking to balance the budget with an operation that is sustainable. He reviewed several fiscal issues, including the status of collective bargaining negotiations.

8. Membership Update

Dr. Tribley noted the membership terms of three members, Mr. Cruzan, Mr. Heuer, and Mr. Johnson, will be ending in November 2017. Representatives to replace these members will be needed. Chair Cruzan and Mr. Heuer stated they will identify candidates to represent the Gentrain Society and the taxpayer's association. Dr. Tribley said MPC will advertise for community at-large representatives to replace Mr. Johnson and Mr. Panetta.

9. Meeting Schedule

Chair Cruzan reviewed the upcoming meeting dates:

- Monday, August 28, 2017
- Monday, November 6, 2017 (Annual Organizational Meeting)

10. Suggestions for Future Agenda Topics and Announcements

There were no suggestions or announcements.

11. Adjournment

Chair Cruzan adjourned the meeting at 3:48 PM.

/vn



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, September 11, 2017
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, Chair
Mr. Thomas Gaspich
Mr. Hunter Harvath, Vice Chair
Mr. Rick Heuer
Mr. Birt Johnson, Jr.
Mr. Rob Lee
Mr. Stephen Lambert

ABSENT: Ms. Sharon Larson

STAFF PRESENT: Ms. Rosemary Barrios, Controller
Dr. Steve Crow, Vice President for Administrative Services
Dr. Walter Tribley, Superintendent/President
JoRene Finnell, Assistant to the Vice-President of Academic Affairs

OTHERS PRESENT: Mike Carson, Kitchell Field Representative

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 Cruzan.

2. Introductions

JoRene Finnell was introduced to the members of the Citizens' Bond Oversight Committee.

3. Public Comment

There were no public comments.

4. Approval of June 12, 2017 Minutes

Chair Cruzan asked for comments. Steve Crow explained item 4, page 2, was revised. The amount for CISCO Direct L-LC training of \$1275 was transferred from the Data Center Network Security Department budget to the Information and Systems Network and Technology Department. Motion made by Mr. Harvath, seconded by Mr. Lee, to approve the minutes of the June 12, 2017 meeting. Motion carried unanimously.

AYES:	7 MEMBERS:	Cruzan, Gaspich, Harvath, Heuer, Johnson, Lambert, Lee
NOES:	0 MEMBERS:	None
ABSENT:	1 MEMBERS:	Larson
ABSTAIN:	0 MEMBERS:	None

5. Accept Bills and Warrants Report

Chair Cruzan advised the report would be reviewed by page and invited questions.

Regarding page 1, Mr. Heuer asked about the Don Chapin Company retention payment for installation of portable kitchen in the amount of \$3259. Mr. Carson and Mr. Crow explained that an invoice was received and the retention payment was paid for the work that was completed in 2013.

Regarding page 2, Mr. Crow reiterated the \$1275 for CISCO Direct L-LC training was transferred from the Data Center Network Security Department budget to the Information and Systems Network and Technology Department.

Mr. Heuer inquired if the "Baseball Field" was a new or old project. Dr. Tribley explained the project is in its early stages.

There were no further questions on the report. It was moved by Mr. Heuer and seconded by Mr. Johnson to accept the June 20, 2017 bills and warrants report. Motion carried unanimously.

AYES:	7 MEMBERS:	Cruzan, Gaspich, Harvath, Heuer, Johnson, Lambert, Lee
NOES:	0 MEMBERS:	None
ABSENT:	1 MEMBERS:	Larson
ABSTAIN:	0 MEMBERS:	None

6. Bond Expenditure Status Report

Chair Cruzan reviewed the report. He invited questions.

Mr. Heuer asked for an update of state bond funds for the Public Safety Training Center facility (Parker Flats). Dr. Tribley said there was funding for capital projects for facilities for first responders that was lobbied through Community College League of California. MPC was not chosen to be funded and does not want to change the scope at this time to retain our opportunity to get state funding.

Mr. Johnson asked about factors involved in the general contingency fund allocations. Dr. Crow explained the funds were a combination for "improved needs" for the Social Science building and the Marina Ed. Center portable upgrades. Dr. Crow will show descriptions and separate them out as their own projects in the future.

Mr. Harvath inquired about the Music Project. Dr. Tribley responded how in the past the project yielded many funds that went into the theater. Roof repair and other immediate safety needs will be addressed and recommended to the Board of Trustees.

7. Membership Update

Dr. Tribley noted the membership terms of three members, Mr. Cruzan, Mr. Heuer, and Mr. Johnson, will be ending in November 2017. Representatives to replace these members will be needed. Chair Cruzan and Mr. Heuer have identified potential members to represent the Gentrain Society and taxpayer's association.

8. Superintendent/President's Update

Dr. Tribley provided an Accreditation update with the focus on a balanced budget, progress on recommendation and enrollment has increased compared to Fall 2016.

Dr. Tribley also discussed the challenges facing MPC. He said the college has balanced the budget with an operation that is sustainable. He reviewed several fiscal issues, including the status of collective bargaining negotiations.

9. Meeting Schedule

Chair Cruzan reviewed the upcoming meeting dates:

- Monday, November 6, 2017 (Annual Organizational Meeting)

10. Suggestions for Future Agenda Topics and Announcements

There were no suggestions or announcements.

11. Adjournment

Chair Cruzan adjourned the meeting at 3:45 PM.

/jf