



Citizens' Bond Oversight Committee

ANNUAL REPORT

September 2018 - September 2019

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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:



Rob Lee, Chair
Citizens' Bond Oversight Committee

Date: November 4, 2019

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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 Monterey Peninsula Community College District 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 Code 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 Monterey Peninsula Community College District 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
SEPTEMBER 2018 – SEPTEMBER 2019



Left to Right: David Hober, Dan Albert, Jr., Dr. Walter Tribley (Supt./Pres., Retired), Hunter Harvath (Chair), Robert Lee (Vice Chair), Dr. Linda Turner Bynoe, Jeffrey Riehl, Ellise Kittrell, David Martin (Interim Supt./Pres.)

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SUMMARY OF THE COMMITTEE'S PROCEEDINGS AND ACTIVITIES FOR SEPTEMBER 2018 - SEPTEMBER 2019

COMMITTEE MEMBERSHIP

The bylaws require that the CBOC consists 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.

As of September 2019, the committee is composed of seven members appointed by the Monterey Peninsula Community College District Board of Trustees. The officers and members who served September 2018 through September 2019 are as follows:

Member	Term
Hunter Harvath	2-year third term, 11/2018 – 11/2020
Rob Lee	2-year third term, 11/2018 – 11/2020
Dan Albert, Jr.	2-year initial term, 11/2017 – 11/2019
David Hober	2-year initial term, 11/2017 – 11/2019
Ellise Kittrell	2-year initial term, 11/2018 – 11/2020
Jeffrey Riehl	2-year initial term, 11/2017 – 11/2019
Dr. Linda Turner Bynoe	2-year initial term, 11/2018 – 11/2020

Members Hunter Harvath and Rob Lee completed their second term on the committee in November 2018 and were reappointed to a third two-year term. In addition, two new members were appointed by the board for an initial two-year term commencing November 2018: Dr. Linda Turner Bynoe, representing the college support organization Monterey Peninsula College Foundation, and Ms. Ellise Kittrell, representing students.

At the August 2019 committee meeting, Mr. Harvath announced his intention to resign from the committee following his forthcoming retirement from Monterey-Salinas Transit and his resultant departure from the Monterey County Hospitality Association. As of September 2019, vacancies exist for representatives from a senior citizen's organization, a taxpayers' association, and a business organization. Applicants are being solicited from appropriate groups and through public notices.

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. Within the required period of time, meeting notices and agendas are sent to members of the committee, 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 2018-19, the committee convened four quarterly meetings. The annual organizational meeting of the committee was held November 5, 2018, with subsequent meetings held on March 4, 2019, June 10, 2019, and August 26, 2019. 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 2018-19, 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 annual organizational meeting on November 5, 2018, officers were selected in accordance with the bylaws. Superintendent/President Walter Tribley appointed Mr. Harvath to serve as chair and the committee approved Mr. Lee to serve as vice chair. The committee also reviewed the Annual Report for 2017-18 and welcomed new members Dr. Linda Turner Bynoe and Ellise Kittrell. The March meeting included a review of the 2017-18 independent financial and performance audit reports for the district's bond funds, for the fiscal year ended June 30, 2018. In June, President Tribley announced that following his retirement from MPC, Mr. David Martin would succeed him as MPC's new superintendent/president. President Tribley also provided the committee with an update on the remaining 2002 Measure I Bond funds and the district's plans to expend those funds if the state again excluded matching funds for the Public Safety Training Center from the 2019-20 state budget. At the August meeting, Interim Superintendent/President David Martin reported that the Public Safety Training Center was included in the 2019-20 state budget as part of the funding of California community college capital outlay. Approximately \$750,000 in matching funds was allocated to the district to design the project through conceptual and working drawings. President Martin noted that although the drawings may be submitted to the Division of the State Architect (DSA) to approve the construction of the project, the state has not yet allocated funds for construction.

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 \$209,991 through September 30, 2018.

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 2018-19 was \$21.19. Since the first bond issuance in 2003, the average tax rate has been \$22.02.

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, 2018 through September 30, 2019 and total expenditures since bond inception.

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MPC Bond Expenditure Report
July 1, 2003 through September 30, 2019

Receipts:	Prior	10/1/2018- 09/30/2019	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*	\$9,727,061	\$209,991	\$9,937,052
Interest Write-off**	(\$1,878,835)	\$0	(\$1,878,835)
Interest Recovery**	\$761,346	\$0	\$761,346
Total Receipts	\$157,848,924	\$209,991	\$158,058,915

* Interest income is through Sept. 30, 2019

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:

Arts Complex	\$3,555,565	\$0	\$3,555,565
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
Data Center Network Security	\$567,357	\$0	\$567,357
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
Furniture & Equipment	\$5,432,102	\$10,939	\$5,443,041
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
Infrastructure - Phase IV	\$248,364	\$0	\$248,364
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

Music	\$23,770	\$0	\$23,770
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	\$141,256,687	\$10,939	\$141,267,626
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In Process:

Baseball Field	\$18,580	\$0	\$18,580
Bond Program Management	\$5,869,660	\$117,870	\$5,987,530
Child Development Center - Outdoor Equipment	\$0	\$134,599	\$134,599
PSTC Parker Flats	\$70,499	\$0	\$70,499
General Contingency	\$349,456	\$29,010	\$378,466
Management Expense for Custom Investment Portfolio***	\$45,272	\$0	\$45,272

In Process	\$6,353,467	\$281,479	****	\$6,634,946
	\$147,610,154	\$292,418		\$147,902,572

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 currently include 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 1/7/14. There were no further interest postings to segregated investments after this date.

Total expenditures of \$147,902,272 equate to 94% of Measure I Bond proceeds of \$157,467,519 being spent through September 30, 2019 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 district funds will supplement bond proceeds by an estimated \$39,504,037, resulting in total expenditures of \$197,562,952 for facilities projects by the end of the bond project.

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

September 30, 2018

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 includes 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, ASMP, 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

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>	
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. In June 2019, following a determination that the funds set aside for the Music facilities project were insufficient for the scope of the project, the district reallocated \$1.2 million from Music facilities to the Baseball Field Upgrade project.	\$23,770		\$23,770
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 was improved as the budget allowed, to include replacement of mechanical and electrical systems, exterior painting, and roofing.	\$3,555,565		\$3,555,565

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>	
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 began in November 2016 and was completed in 2018.	\$567,357		\$567,357
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.	\$5,443,041		\$5,443,041
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 was completed in fall 2019.	\$248,364		\$248,364
Totals for Completed Projects		\$141,267,626	\$33,504,037	\$174,771,663

PROJECTS IN PROCESS:

Note: 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.	\$1,926,230		\$1,926,230
Child Development Center Outdoor Playground	An outdoor instructional playground for the MPC Child Development Center will be constructed to enhance the Early Childhood Education program and on-campus childcare services.	\$400,000		\$400,000
Totals for Projects In Process		\$2,326,230		\$2,326,230

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>	
Public Safety Training Center (PSTC) - 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 PSTC was included in the 2019-20 state budget as part of the funding of California community college capital outlay. \$750,000 in matching funds was allocated to the district to design and develop the project through conceptual and working drawings. The drawings may be submitted to the DSA to approve the construction of the project. The state has not yet allocated funds for construction. The projected completion date is contingent on MPC taking control of the two land parcels.	\$6,000,000	\$6,000,000	\$12,000,000
Totals for Future Projects		\$6,000,000	\$6,000,000	\$12,000,000

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 0.34% of total Prop 39 bond funds.	\$1,151,753	\$0	\$1,151,753
Grand Totals (Projects)	\$150,745,609	\$39,504,037	\$190,249,646

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.	\$5,987,530		\$5,987,530
Projected program management expense for the remaining years of the bond program.	\$1,325,776		\$1,325,776
Totals for Program Management	\$7,313,306		\$7,313,306
Overall Grand Totals	\$158,058,915	\$39,504,037	\$197,562,952

APPENDIX

COMMITTEE ROSTER

COMMITTEE MEETING AGENDAS

November 5, 2018

March 4, 2019

June 10, 2019

August 26, 2019

COMMITTEE MEETING MINUTES

November 5, 2018

March 4, 2019

June 10, 2019

August 26, 2019

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MONTEREY PENINSULA COLLEGE

Citizens' Bond Oversight Committee Members

- Hunter Harvath, Chair, *Monterey County Hospitality Association*
- Rob Lee, Vice Chair, *Monterey Peninsula Chamber of Commerce*
- David Hober, *Community Member*
- Ellise Kittrell, *Associated Students of Monterey Peninsula College*
- Dan Albert, Jr., *Community Member*
- Jeffrey Riehl, *Gentrain Society*
- Dr. Linda Turner Bynoe, *Monterey Peninsula College Foundation*

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COMMITTEE MEETING AGENDAS

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MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, November 5, 2018
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. **Introduction of New Members** INFORMATION
Incoming members who will be joining the Citizens' Bond Oversight Committee in November will be introduced.
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 August 27, 2018 Minutes** ACTION
5. **Accept Bills and Warrants Report** ACTION
The list of payments from bond funds expended through September 30, 2018 will be reviewed for acceptance by the Committee.
6. **Bond Expenditure Status Report** INFORMATION
The September 30, 2018 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 quarters ending June 30, 2018, provides a review of asset allocation and investment performance.

- | | | |
|------------|--|--------------------|
| 8. | Annual Report for 2017-18
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. | ACTION |
| 9. | Superintendent/President Update | INFORMATION |
| 10. | Committee Membership Update
Committee membership will be reviewed by Dr. Tribley. | INFORMATION |
| 11. | Officers
Dr. Tribley will appoint the committee chair. Committee members will indicate their interest in serving as vice-chair and a vote will be taken. | ACTION |
| 12. | Meeting Schedule (PLEASE BRING CALENDARS)
The following meeting dates for 2019 are suggested for adoption: <ul style="list-style-type: none"> • Monday, March 4, 2019 • Monday, June 10, 2019 • Monday, August 26, 2019 • Monday, November 4, 2019 (Annual Organizational Meeting) | INFORMATION/ACTION |
| 13. | Suggestions for Future Agenda Topics and Announcements | INFORMATION |
| 14. | 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 31, 2018



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, March 4, 2019
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 5, 2018 Minutes** ACTION
- 4. Accept Bills and Warrants Report** ACTION
The list of payments from bond funds expended through December 31, 2018 will be reviewed for acceptance by the Committee.
- 5. Bond Expenditure Status Report** INFORMATION
The September 30, 2018 bond expenditure status report will be reviewed with the committee.
- 6. Bond Auditors' Reports for 2017-18** INFORMATION
The Independent Auditors' Report of the District's bond funds, for the fiscal year ended June 30, 2018, and the District's Bond Performance Audit Report, for the fiscal year ended June 30, 2018, 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 December 31, 2018, provides a review of asset allocation and investment performance.

8. Meeting Schedule

INFORMATION

Future meetings of the Committee are scheduled for:

- Monday, June 10, 2019
- Monday, August 26, 2019
- Monday, November 4, 2019 (Annual Organizational Meeting)

9. Suggestions for Future Agenda Topics and Announcements

INFORMATION

- Tours of MPC Facilities

10. 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: February 27, 2019



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, June 10, 2019
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 4, 2019 Minutes** ACTION
- 4. Accept Bills and Warrants Report** ACTION
The list of payments from bond funds expended through March 31, 2019 will be reviewed for acceptance by the Committee.
- 5. Bond Expenditure Status Report** INFORMATION
The March 31, 2019 bond expenditure status report will be reviewed with the committee.
- 6. 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 March 31, 2019, provides a review of asset allocation and investment performance.
- 7. Superintendent/President's Update** INFORMATION

- 8. Meeting Schedule** INFORMATION
- Future meetings of the Committee are scheduled for:
- Monday, August 26, 2019
 - Monday, November 4, 2019 (Annual Organizational Meeting)
- 9. Suggestions for Future Agenda Topics and Announcements** INFORMATION
- 10. 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 5, 2019



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, August 26, 2019
3:00 p.m. - Regular Meeting
Library and Technology Center, Sam Karas Room
Monterey Peninsula College
980 Fremont Street, Monterey, California

MEETING AGENDA

1. Call to Order

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.

2. Public Comment

ACTION

3. Approval of June 10, 2019 Minutes

ACTION

4. Accept Bills and Warrants Report

ACTION

The list of payments from bond funds expended through June 30, 2019 will be reviewed for acceptance by the committee.

5. Bond Expenditure Status Report

INFORMATION

The June 30, 2019 bond expenditure status report will be reviewed with the committee.

6. 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, 2019, provides a review of asset allocation and investment performance.

- | | |
|--|-------------|
| 7. Superintendent/President's Update | INFORMATION |
| 8. Membership Update
Committee membership will be reviewed by Mr. Martin. | INFORMATION |
| 9. Meeting Schedule
Future meetings of the committee are scheduled for: <ul style="list-style-type: none">Monday, November 4, 2019 (Annual Organizational Meeting) | INFORMATION |
| 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 <https://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 21, 2019

COMMITTEE MEETING MINUTES

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MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, November 5, 2018
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. Dan Albert, Jr.
Mr. Hunter Harvath, Chair
Mr. Dave Hober
Ms. Ellise Kittrell
Mr. Rob Lee, Vice Chair
Mr. Jeffrey Riehl
Dr. Linda Turner Bynoe

ABSENT:

None

STAFF PRESENT:

Ms. Shawn Anderson, Assistant to the President
Ms. Rosemary Barrios, Controller
Mr. David Martin, Vice President for Administrative Services
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 3:00 p.m. by Chair Harvath

2. Introduction of New Members

Dr. Tribley welcomed new Citizens' Bond Oversight Committee members Ms. Ellise Kittrell and Dr. Linda Turner Bynoe.

3. Public Comment

There were no public comments.

4. Approval of August 27, 2018 Minutes

Motion made by Mr. Albert Jr., seconded by Mr. Riehl, to approve the minutes of the August 27, 2018 meeting. Motion carried unanimously.

AYES:	7	MEMBERS:	Albert, Harvath, Hober, Kittrell, Lee, Riehl, Turner Bynoe
NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

5. Accept Bills and Warrants Report

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

Page 1: Mr. Albert, Jr. inquired as to the meaning of "Way-Finding Signage." Mr. Carson responded that "Way-Finding Signage" is campus directional signage. Mr. Riehl requested an explanation of "HGHB." Mr. Carson explained that HGHB is the name of the architectural, master planning, and land-planning firm with whom MPC is working.

Members had no questions on pages 2-4.

Motion made by Mr. Albert Jr., seconded by Mr. Lee, to approve the minutes of the August 27, 2018 meeting. Motion carried unanimously.

AYES:	7	MEMBERS:	Albert, Harvath, Hober, Kittrell, Lee, Riehl, Turner Bynoe
NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

6. Bond Expenditure Status Report

Ms. Barrios noted that there were no new expenditures for the quarter ending September 30, 2018. Chair Harvath invited questions. Members had no comments or questions.

7. Monterey County Treasurer's Investment Report

Chair Harvath invited questions on the report. Members had no comments or questions.

8. Annual Report for 2017-18

Dr. Tribley explained that the issuance of an annual report is one of the requirements of the Committee. If approved by the Committee, Chair Harvath will present the report to the Board of Trustees.

Ms. Anderson and Mr. Martin reviewed the draft annual report with the Committee. Members had no questions on pages 1-8.

Page 9, second annotation: Mr. Riehl inquired about the District's process for acquiring

\$40,704,037 in matching funds. Mr. Martin explained that each of the 72 California community college districts submits to the state, on an annual basis, a Five Year Capital Outlay Plan. Within that plan, districts identify initial project proposals and final project proposals. The state classifies the proposals into one of five categories, including fire and safety, campus expansion, and program expansion. The proposals that meet the state’s criteria, which is based on a statewide analysis of those categories, will receive matching funds if funds are available. Dr. Tribley noted that although MPC was previously approved for a match of approximately \$6 million for public safety training and another match for our music building, our projects have not been prioritized by the state and those funds haven’t materialized. As a result, we are discussing how to reallocate the existing bond funds, unless the state re-prioritizes our projects this year. Chair Harvath inquired as to when we will find out about the state’s prioritization of projects. Dr. Tribley responded that we will know in May, when the governor’s revised budget is published. He also noted that Mr. Martin is currently preparing MPC’s Five Year Capital Outlay Plan for submission in November.

Committee members had no additional questions.

Motion made by Mr. Albert, Jr., and seconded by Mr. Hober, to approve the annual report.
Motion carried unanimously.

AYES:	7	MEMBERS:	Albert, Harvath, Hober, Kittrell, Lee, Riehl, Turner Bynoe
NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

9. Superintendent/President Update

Dr. Tribley reported that the College is engaged in preparing the Educational Master Plan, which will delineate our institutional priorities. Once the Education Master Plan is complete, it will guide the College in the creation of other institutional plans, such as the Facilities Master Plan. The Facilities Master Plan will facilitate accomplishing the goals and objectives outlined in the Education Master Plan. Dr. Tribley noted that the Facilities Master Plan is very important to inform any work that might go into a new bond.

Dr. Tribley briefly reviewed some of the College’s needs, including in the areas of public safety training, the music building, and student services. He explained that student services needs to be consolidated into one building, and that how we serve our students in that building should be reimagined to be more efficient and more convenient for our students.

10. Committee Membership Update

Dr. Tribley again welcomed the Committee’s two new members, Ms. Ellise Kittrell and Dr. Linda Turner Bynoe. He reported that MPC will be contacting the Carmel Foundation for their recommendation regarding Mr. Gaspich’s replacement, as the individual originally recommended to us lives outside of the College’s service district and therefore is unable to

serve on the Committee. Dr. Tribley reported that another attempt would be made to bring onto the Committee a representative of the Taxpayers Association. Dr. Tribley thanked the Committee for their service to, and support of, MPC.

11. Officers

Dr. Tribley announced that Mr. Harvath has agreed to serve as chair for 2019. The floor was opened for nominations for the vice chair position. Mr. Albert, Jr. nominated Mr. Lee, seconded by Mr. Hober. Mr. Lee was unanimously elected as vice chair.

AYES:	7	MEMBERS:	Albert, Harvath, Hober, Kittrell, Lee, Riehl, Turner Bynoe
NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

12. Meeting Schedule

Chair Harvath announced the 2019 Committee meeting dates: March 4, June 10, August 26, and November 4 (annual organizational meeting). He noted that the meetings begin at 3:00 p.m.

13. Suggestions for Future Agenda Topics and Announcements

Dr. Tribley recommended a tour of MPC facilities. Two separate tours were agreed upon. The first tour will be conducted at MPC's Monterey campus. The second tour will be conducted at MPC's other facilities.

14. Adjournment

Chair Harvath adjourned the meeting at 3:30 PM.



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, March 4, 2019
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. Dan Albert, Jr.
Mr. Hunter Harvath, Chair
Mr. Dave Hober
Ms. Ellise Kittrell
Mr. Rob Lee, Vice Chair
Mr. Jeffrey Riehl
Dr. Linda Turner Bynoe

ABSENT: None

STAFF PRESENT: Ms. Shawn Anderson, Assistant to the President
Ms. Rosemary Barrios, Controller
Mr. David Martin, Vice President for Administrative Services

ABSENT: 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 p.m. by Chair Harvath.
- 2. Public Comment**
There were no public comments.

3. Approval of November 5, 2018 Minutes

Motion made by Mr. Albert Jr., seconded by Mr. Hober, to approve the minutes of the November 5, 2018 meeting. Motion carried unanimously.

AYES:	7	MEMBERS:	Albert, Bynoe, Harvath, Hober, Kittrell, Lee, Riehl
NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

4. Accept Bills and Warrants Report

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

Motion made by Mr. Albert Jr., seconded by Dr. Bynoe, to approve the bills and warrants report. Motion carried unanimously.

AYES:	7	MEMBERS:	Albert, Bynoe, Harvath, Hober, Kittrell, Lee, Riehl
NOES:	0	MEMBERS:	None
ABSENT:	0	MEMBERS:	None
ABSTAIN:	0	MEMBERS:	None

5. Bond Expenditure Status Report

Chair Harvath advised that Mr. Martin would review the bond expenditure status report and invited questions. Members had no questions or comments. Chair Harvath then inquired as to the definition of a categorical purchase. Mr. Martin responded that a categorical purchase is categorized two different ways: the purchase threshold is \$5,000 and MPC accounting standards define it as a permanent fixture that lasts over a year.

6. Bond Auditors' Reports for 2017-18

Chair Harvath advised that Mr. Martin would review the bond auditors' reports for 2017-18.

Mr. Martin explained that per proposition 39 language, the District must receive two audit reports each year in order to operate a bond program.

- The financial statement audit is a focus on the accounting of the bond funds (a review of the income sheet and balance statement of our bond funds).
- The performance audit focuses on compliance—whether or not the bond expenditures were in compliance with the proposition ballot language approved by voters in 2002.

Financial Statement Audit

Independent Auditor's Report – page 3: Mr. Martin noted that the auditors issued a clean audit opinion on the financial statements.

Balance Sheet – page 4: Mr. Martin explained that the District has two assets: investments of \$8.8 million and accounts receivable (interest revenue from the County investment treasury) of \$37,362. Mr. Martin noted that the fund balance, which is the total amount of Measure I bond funds remaining to be spent as of June 30, is \$8,838,286.

Compliance and Other Matters – page 13: Mr. Martin explained that in addition to the numbers, the auditors also review the processes of our business practices. The auditors indicate in the last sentence of this section that during their review, they noted no issues or exceptions with the government auditing standards.

Performance Audit

Independent Auditor's Report on Performance – page 1: Mr. Martin reported that the last sentence indicates that the expenditures tested by the auditors were in compliance with the Measure I Bond Fund ballot language.

Procedures Performed – page 4: Mr. Martin noted the three procedures performed by the auditors.

- They determined the district procedures for disbursement of funds related to the voter approved Measure I General Obligation Bond Funds.
- They ensured that no administrative salaries were being charged to the bond fund.
- They ensured that the expenditures they reviewed were in accordance with the voter approved bond language.

Mr. Martin explained that the opinion that there were no performance findings is an indication that the three tests were performed with no exceptions.

Chair Harvath invited questions. Members had no questions or comments.

7. Monterey County Treasurer's Investment Report

Chair Harvath invited Mr. Martin's review of the treasurer's investment report.

Mr. Martin explained that MPC is an involuntary participant of the County treasury. He noted that the \$8.8 million of bond funds indicated in the audit report is held in this treasury. The Monterey County Treasury issues a quarterly report which gives an indication of how their investments are doing. Currently the District's \$8 million in bond funds is part of a \$1.5 billion treasury pot that earned approximately \$7 million in interest during the last quarter.

Chair Harvath invited questions.

Dr. Bynoe asked if Committee members should look at the items identified by Mr. Martin every time he gives a similar report. Mr. Martin replied yes and directed Committee members to the summary of the report on page 1, under "Discussion," where they can find financial numbers summarized in text form.

8. Meeting Schedule

Chair Harvath noted the future meetings of the Committee and invited comments. Members had no comments.

- Monday, June 10, 2019
- Monday, August 26, 2019
- Monday, November 4, 2019 (Annual Organizational Meeting)

9. Suggestions for Future Agenda Topics and Announcements

- Tours of MPC Facilities:
Chair Harvath asked if there was interest for a facilities tour among any members of the Committee. Dr. Bynoe indicated her interest. Chair Harvath requested that Ms. Anderson schedule the tour and indicated that he would be interested in joining Dr. Bynoe.

10. Adjournment

Chair Harvath adjourned the meeting at 3:14 p.m.



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, June 10, 2019
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. Dan Albert, Jr.
Mr. Hunter Harvath, Chair
Mr. Dave Hober
Ms. Ellise Kittrell
Mr. Jeffrey Riehl
Dr. Linda Turner Bynoe

ABSENT:

Mr. Rob Lee, Vice Chair

STAFF PRESENT:

Ms. Shawn Anderson, Assistant to the President
Ms. Rosemary Barrios, Controller
Mr. David Martin, Vice President for Administrative Services
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 3:05 p.m. by Chair Harvath.

2. Public Comment

There were no public comments.

3. Approval of March 4, 2019 Minutes

Motion made by Mr. Albert Jr., seconded by Mr. Riehl, to approve the minutes of the March 4, 2019 meeting. Motion carried unanimously.

AYES:	6	MEMBERS:	Albert, Bynoe, Harvath, Hober, Kittrell, Riehl
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Lee
ABSTAIN:	0	MEMBERS:	None

4. Accept Bills and Warrants Report

Chair Harvath reviewed the report by page and invited questions.

Page 2: Mr. Riehl inquired as to the meaning of “DSA.” Mr. Martin responded that “DSA” is the abbreviation for the Division of the State Architect, which provides design and construction oversight for K-12 schools and community colleges. He explained that the California DSA must approve the drawings of any public California elementary school, middle school, high school, or community college construction project.

Motion made by Mr. Albert, Jr., seconded by Mr. Hober, to approve the bills and warrants report. Motion carried unanimously.

AYES:	6	MEMBERS:	Albert, Bynoe, Harvath, Hober, Kittrell, Riehl
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Lee
ABSTAIN:	0	MEMBERS:	None

5. Bond Expenditure Status Report

Chair Harvath advised that the bond expenditure status report would be reviewed and invited questions.

Mr. Martin explained each column in the report.

- The far left column of the report is the total budget for each project, including matching funds.
- The second column is the list of projects.
- Column A is the total bond budget for each project.
- Column B is the total expenses incurred, up to June 30, 2018, for each project.
- Column C is the year-to-date bond payments. MPC currently has \$26,149 in bond expenditures from July 1, 2018 to March 31, 2019.
- Column A-B-C (Column A minus Column B minus Column C) indicates the bond budget balance remaining for each project.
- Column (B+C)/A (Column B plus Column C, divided by Column A) indicates the percentage of bond cost.
- The final column is the percentage of construction schedule (the percentage of completion).

Mr. Albert, Jr. asked for an explanation of the Phase IV infrastructure project. Mr. Martin replied that this is a contingency account for future infrastructure needs, such as sidewalk repair and

roofing, which were part of the original Measure I Bond.

Mr. Riehl inquired as to the reason for the over expenditure of the data center project. Mr. Martin explained that the original project budget did not accurately reflect the true cost of the data center project over its lifespan.

Mr. Hober observed that although \$12 million is listed as the total budget with other funds for the Public Safety Training Center (PSTC) Parker Flats project, the total bond budget for that project is listed as \$6 million under Column A. He asked for confirmation that the reason for this difference is that the state has not yet provided \$6 million in matching funds. Dr. Tribley confirmed Mr. Hober's statement and noted that he would provide additional information regarding this topic during the superintendent/president's report.

6. Monterey County Treasurer's Investment Report

Chair Harvath advised that the treasurer's investment report would be reviewed and invited questions.

Mr. Martin explained that as an involuntary participant in Monterey County investments, along with other municipalities and governmental agencies in Monterey, MPC is required to pool our funds with other county investment funds. Doing so generates a larger principal which generates a larger interest to be divided amongst the participating agencies.

Page 3: Mr. Martin noted that MPC's funds generated 2.32% interest during the January 1, 2019 through March 31, 2019 quarter.

Mr. Albert Jr. asked if bond interest revenue will go back to the bonds. Mr. Martin replied affirmatively. Additionally, Mr. Martin explained that because the principal balance is very small, MPC isn't at risk of violating arbitrage regulations.

7. Superintendent/President's Update

President Tribley announced that Mr. Martin will succeed him as the new superintendent/president of MPC. He expressed his support for, and confidence in, Mr. Martin and encouraged the committee's support of Mr. Martin, as well.

President Tribley reported on the remaining 2002 Measure I Bond funds, which amounts to approximately \$8.2 million. Of those remaining funds, \$6 million is budgeted for the public safety training center project and \$1.2 million is budgeted for the music building project. President Tribley spoke of some of the inherent challenges that have delayed the PSTC project to date. Chief among those challenges, he noted, are that MPC does not yet have ownership of the land, and the state has not provided \$6 million in matching funds.

President Tribley communicated MPC's plans for, and strategy behind, expending the remaining Measure I Bond funds if the state again excludes matching funds for the PSTC from the 2019-20

state budget. He explained that MPC would be best positioned to succeed in obtaining new bond funds in 2020, should the board of trustees elect to do so, if we expend all remaining bond funds prior to going out for another bond in 2020. Therefore, in 2018, he directed Mr. Martin to work with MPC's facilities committee to develop a recommendation to reallocate the remaining Measure I Bond funds from the PSTC and music building projects to other projects previously approved by the board, in case matching funds are again excluded from the state's budget. This would enable MPC to pursue a bond in 2020 that would adequately fund the extensive PSTC and music building projects, without relying upon the state to provide matching funds.

Mr. Martin elaborated upon the reallocation process at President Tribley's request. In fall 2018, the facilities committee was presented with a list of approximately 45-50 MPC projects that were waiting in the queue for funding. The facilities committee spent 4.5 to 5 hours, over two meetings, reviewing and vetting each of those projects. They considered three principles, which were:

- the projects had to be bond eligible,
- the projects had to be previously board approved either through the capital outlay plan or Measure I Bond language, and
- the projects needed to promote student safety and provide a safer environment for students.

As a result of this review, the facilities committee developed a list of projects recommended for the reallocation of Measure I Bond funds. (Mr. Martin explained that student safety drove the committee's recommendation of walkway lighting and the replacement of the athletic field turf, which is approximately two years past its useful life. He added that MPC is also at risk of losing our eligibility for football to be played on our field, unless the turf is replaced.) The facilities committee's list of recommended projects was brought to the President's Advisory Group (PAG), which is the main hub of MPC's participatory governance structure, for review and discussion. This list of projects then was presented to MPC's board of trustees beginning in April 2019.

President Tribley acknowledged that this list of recommended projects, which resulted from MPC's participatory governance process and represented the compromise of many, didn't address the PSTC project. He said that MPC could've elected to spend \$6 million on public safety training now, instead of reallocating the funds, but that doing so would've enabled us to address only the burn tower and would've left all other PSTC needs unaddressed. Furthermore, it also could hurt our chances to receive more bond funds for first responders in 2020, because they would be competing with others on campus who also have significant needs. He informed the committee that Kiran Kamath, Judy Cutting, and David Brown, the MPC administrators who oversee first responding at MPC, are actively researching solutions in the meantime that would enable MPC to providing training opportunities to our firefighter students and to maintain program accreditation. They have communicated with Fire Chief Tom Joyce of the Presidio of Monterey regarding a possible partnership on the build of a burn tower on Joe Lloyd Way. Chief Joyce has expressed interest in such a partnership. Another option to consider is to use some of MPC's bond funds to refurbish the burn tower in Salinas. However, we would prefer to create

our own facility that is within our service district and close to our first responders, students, and faculty. President Tribley noted that a “chiefs meeting” is being scheduled to discuss plans related to the PSTC.

President Tribley reiterated that MPC still could receive matching funds from the state. Mr. Martin explained that MPC will find out if the state will provide \$6 million in matching funds when Governor Newsom releases his 2019-20 budget in June. Mr. Martin noted, however, that MPC’s projects were not included in either the governor’s January budget proposal or the May revise. If the state doesn’t provide for matching funds in this year’s budget, MPC’s next best chance for matching funds would be the next budget cycle for 2020-21.

President Tribley reported that there are issues with proceeding with the PSTC and music building projects now, even if the state provides matching funds. He explained that the \$12 million budgeted for the PSTC project is insufficient now, and was insufficient in 2009 when the project was submitted to the state. Mr. Martin elaborated on that statement. He noted that the lack of infrastructure on the property, MPC’s need to identify infrastructure needs (including water and electricity), design the infrastructure, and submit the design to the DSA for approval before construction could begin would be part of the pre-construction project expense. President Tribley added that the remaining Measure I Bond funds budgeted for the music building would only allow for a short-term, temporary repair of the existing structure and stated that MPC could instead consider investing future bond funds to replace the current wooden structure with a three-story music, art, and culture center.

President Tribley also briefly reviewed potential opportunities for MPC, which include:

- running MOUT (military operations in urban terrain) trainings through our Continuing Education program;
- putting an Emergency Vehicle Operations Course on Parker Flats;
- participating in partnerships with other cities or organizations; and
- swapping some of our land for land owned by others in the community, such as California State University Monterey Bay.

Mr. Albert, Jr. asked if contacting someone in Sacramento would be the appropriate method to lobby for the matching funds. Mr. Martin responded in the affirmative. He added, however, that at this point it comes down to the governor’s priorities and his willingness to issue debt. The more projects funded by Prop 51 bonds that the governor funds, the more debt he has to issue to California. As of this time, the state’s priority, which is backed by the chancellor’s office, is to fund life and safety projects. Approximately 20 of the 60 projects awaiting funding are for community colleges that have an unsafe building and therefore meet the state’s priority. MPC’s two projects are considered to be campus modernization and program expansion. He added that approximately 15 of the 20 life and safety projects have been funded; there are approximately 5 or 6 more projects to go. Mr. Albert inquired if Senator Monning and Assemblymember Stone are aware of these projects. President Tribley in the affirmative, noting that he has sent letters to Senator Monning and others advocating for the matching funds. He

added that Trustee Steck spoke to both Senator Monning and Assemblymember Stone in Sacramento this year.

President Tribley distributed New Business Agenda Item F from the May 22, 2019 Governing Board meeting, which includes the list of projects recommended for the reallocation of funds. He noted that the Board has been prioritizing the list each month, and reviewed the reallocations approved by the board as of May 2019.

- Child Development Center (CDC) Outdoor Instructional Classroom, \$400,000 (approved April 2019)
- Training Tower & Live Fire Burn Annex, \$1,000,000 (approved May 2019)
- Data Center Upgrade: \$700,000 (approved May 2019)

President Tribley added that in June, he will ask the board to approve funding for MPC's athletic fields project, to ensure our fields are safe for our student athletes. There are two options for funding this project – one is by paying for it out of MPC's reserves. The preferred option, however, is to pay for it with bond funds, by reallocating the \$1.2 million that was previously set aside for the music building project to the athletic field project. This \$1.2 million would be combined with the current bond fund allocation to the athletic field project, which is \$750,000.

Chair Harvath confirmed that the role of the CBOC is to review and approve the appropriateness of the expenditures of the remaining funds. Mr. Martin noted that the Measure I Bond funds will mature and be paid off on August 1, 2034.

8. Meeting Schedule

Future meetings of the committee are scheduled for:

- Monday, August 26, 2019
- Monday, November 4, 2019 (Annual Organizational Meeting)

9. Suggestions for Future Agenda Topics and Announcements

None.

Dr. Bynoe expressed her appreciation to President Tribley for taking her on a tour of MPC's PSTC and Education Center at Marina.

Chair Harvath expressed interest in a tour of the Impossible City (MOUT). Chair Harvath also wished President Tribley well in his future endeavors. He noted that the main reason he committed to serving on the CBOC was because of President Tribley and because he's continually impressed by the California community college system and the opportunities it affords both young and older individuals. He expressed his gratitude at having the opportunity to serve with President Tribley.

10. Adjournment

Chair Harvath adjourned the meeting at 3:56 pm.



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, August 26, 2019
3:00 p.m. - Regular Meeting
Library and Technology Center, Sam Karas Room
Monterey Peninsula College
980 Fremont Street, Monterey, California

MEETING MINUTES

MEMBERS PRESENT: Mr. Dan Albert, Jr.
Mr. Hunter Harvath, Chair
Mr. Dave Hober
Mr. Rob Lee, Vice Chair
Mr. Jeffrey Riehl
Dr. Linda Turner Bynoe

ABSENT: Ms. Ellise Kittrell

STAFF PRESENT: Ms. Shawn Anderson, Assistant to the President
Ms. Rosemary Barrios, Controller
Mr. David Martin, Interim 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 3:05 p.m. by Chair Harvath.

2. Public Comment

There were no public comments.

3. Approval of June 10, 2019 Minutes

Motion made by Mr. Hober, seconded by Dr. Bynoe, to approve the minutes of the June 10, 2019 meeting. Motion carried unanimously.

AYES:	6	MEMBERS:	Albert, Bynoe, Harvath, Hober, Lee, Riehl
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Kittrell
ABSTAIN:	0	MEMBERS:	None

4. Accept Bills and Warrants Report

Chair Harvath reviewed the report by page and invited comments.

The September 4 date of the CDC Grand Opening/Ribbon Cutting was announced. Chair Harvath extended congratulations to the staff for completing another Measure I Bond funded project.

Mr. Hober noted that at the June 10 meeting of the Citizens’ Bond Oversight Committee (CBOC), there was a discussion regarding the Public Safety Training Center (PSTC) and the \$6 million that had been set aside for that project, of which \$70,499 had been spent. The June 10 discussion centered on how the remaining funds could be spent, and the impending notification by the state as to whether or not matching funds would be allocated. Mr. Hober then notified the committee as to the events that occurred following the June 10 CBOC meeting.

- July 11: The fire and police chiefs held their annual joint county chiefs meeting during which the PSTC was one of the topics of discussion. During the course of that meeting, a group of chiefs was formed to work with MPC in developing a plan for addressing the funds set aside for the PSTC. The group includes Sand City Police Chief Brian Ferrante, CSU Monterey Bay Police Chief Earl Lawson, Presidio of Monterey Fire Chief Thomas Joyce, and Monterey County Regional Fire District Fire Chief Michael Urquides.
- July 12: The group was informed that the state allocated \$750,000 for PSTC project plans.
- August 6: The group of chiefs tasked to work with MPC met with President Martin.
- August 30: The chiefs participated in a site visit to the Military Operations in Urban Terrain (MOUT) facility.

Mr. Hober reported that the chiefs discussed how the PSTC funds could be best spent. He also remarked that, as noted by President Tribley on June 10, there are significant challenges to overcome. He noted that the public safety community is going to be very actively involved in the PSTC project moving forward.

Motion made by Mr. Albert, Jr., seconded by Mr. Lee, to approve the bills and warrants report. Motion carried unanimously.

AYES:	6	MEMBERS:	Albert, Bynoe, Harvath, Hober, Lee, Riehl
NOES:	0	MEMBERS:	None
ABSENT:	1	MEMBERS:	Kittrell
ABSTAIN:	0	MEMBERS:	None

5. Bond Expenditure Status Report

Chair Harvath advised that the bond expenditure status report would be reviewed and invited comments. Members had no questions or comments.

6. Monterey County Treasurer's Investment Report

Chair Harvath reviewed the treasurer's investment report and invited comments. Members had no questions or comments.

7. Superintendent/President's Update

President Martin reported that the PSTC was included in the 2019-20 state budget as part of the funding of California community college capital outlay. Approximately \$750,000 in matching funds was allocated to the district to design the project through conceptual and working drawings. President Martin noted that although the drawings may be submitted to the Division of the State Architect (DSA) to approve the construction of the project, the state has not yet allocated funds for construction. He noted that it would be unlikely for Governor Newsom to fund the drawing component of the project and not subsequently fund its construction, so the district is hopeful that the construction will be funded in a subsequent budget.

President Martin affirmed that members of the district met with the chiefs to begin developing a plan for moving forward with the PSTC project. He noted that the district is currently waiting for the land to transfer to MPC from the Fort Ord Reuse Authority (FORA). Once the land transfers, the district will have titles to the Parker Flats location and the MOUT site. He reported that the original drawings for the project included a burn tower at the MOUT site and an Emergency Vehicle Operations Center and rifle range at Parker Flats. There are ongoing discussions with the chiefs as to whether or not the original plans submitted to the DSA in 2009 remain the best way to approach this project moving forward. Those discussions will continue through the fall semester as a conceptual design of this project is developed. More information will be provided to the committee, as well as to the campus community, as the fall semester continues.

President Martin also reported that in June, the MPC Board of Trustees approved funding for the Baseball Field Upgrade project. This upgrade entails the installation of artificial turf on the baseball field. President Martin reported that the budget for this project is approximately \$1.9 million of the remaining bond funds. He noted that the district also will begin developing the conceptual drawings for the Baseball Field Upgrade project this fall semester.

President Martin reported that of the \$8.8 million dollars in remaining bond funds, approximately \$8 million is for ongoing projects over the next couple of years. The remainder will be for contingency construction management. He remarked that at this point in time, essentially every dollar of the remaining Measure I Bond funds is earmarked for future spending within the next two to three years.

Mr. Riehl commented that the committee had recently learned that there would not be sufficient funds to complete the PSTC project. He asked President Martin for further information, since it

appears that with the state's recent allocation of some matching funds, there is a greater likelihood that the district will be moving forward with the project. President Martin responded that this consideration is part of the conceptual design process. The first step, over the next six months, will be to work with the first responders and the campus community to define and design the project that works best for everyone today. The district then will evaluate the cost of the project and determine whether or not there are sufficient funds. Mr. Albert, Jr. inquired as to whether or not the district intends for the project design to be completed and DSA approved during the fall semester. President Martin replied that the DSA approval most likely won't occur during this semester. He also noted that once an architect is hired, the district's intention is to provide that architect with one set of comprehensive directions.

8. Membership Update

Chair Harvath reviewed the membership update. He then announced his plans to retire from Monterey-Salinas Transit and to step down from the Monterey County Hospitality Association board at the end of August. He noted that his resignation from the hospitality association also necessitates his resignation from the Citizens' Bond Oversight Committee. He expressed appreciation for the insight, knowledge, and learning opportunities afforded to him as a result of his membership on the committee and his position as chair. He conveyed his confidence in President Martin's leadership and complimented President Martin's staff. He also expressed his new depth of appreciation for Monterey Peninsula College and for the California community college system. President Martin thanked Chair Harvath for his important service on the committee.

President Martin reported that he has contacted the Monterey Peninsula Taxpayers Association and the Carmel Foundation to solicit membership applications to the CBOC. Chair Harvath commented that he would communicate with the hospitality association to solicit a potential new representative for the committee.

9. Meeting Schedule

Chair Harvath noted that the committee is next scheduled to meet on Monday, November 4, 2019 (annual organizational meeting).

10. Suggestions for Future Agenda Topics and Announcements

None.

11. Adjournment

Chair Harvath adjourned the meeting at 3:17 p.m.