
YUBA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee
Yuba College, District Board Room
4:00 – 5:00 p.m.
Wednesday, February 2, 2010

Minutes

MEMBERS Eleanor Mackensen, *Chair*, Juan Cervantes, Dr. Ernest Garcia, *Vice Chair*, Dr. Thomas Hewlett, Jeff McCallum (via Tandberg) and Cynthia White

MEMBERS Marc Boomgaarden

ABSENT

DISTRICT Dr. Nicki Harrington, *Chancellor*, Al Alt, *Vice Chancellor Administrative Services*, Kuldeep Kaur, *Director, Fiscal Services* and Dr. Adrian Lopez, *Director, Public and Governmental Relations*

AECOM Craig Fernandez and Barbara Tracey

GUESTS Roxie Azparren (Matson and Isom) and James White

Agenda Item 1 – Call to Order and Attendance

Ms. Mackensen called the meeting to order at 4:02 p.m. A quorum was met with six committee members present (Mr. McCallum via Tandberg from Woodland Community College).

Agenda Item 2 – Public Comment

No public comment.

Agenda Item 3 – Approval of the November 17, 2009 Minutes

Motion was made by Dr. Garcia and seconded by Dr. Hewlett to approve the November 17, 2009 minutes.

Agenda Item 4 – Presentation by Matson and Isom

Ms. Roxie Azparren of Matson and Isom presented the YCCD Measure J Bond Fund Financial Statement with Independent Auditors' Report and Proposition 39 and Measure J General Obligation Bonds Performance Audit for the fiscal year ending June 30, 2009.

In the Auditors' opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of June 30, 2009, and the changes in financial position and cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America. The financial statements present only the Measure and do not, present fairly, the financial position of the District as of June 30, 2009.

This fiscal year marks the first payment made on the General Obligation Bond.

There are no deficiencies for this fiscal year and a prior year deficiency has been resolved in the Measure J Bond Audit.

Dr. Garcia inquired if a management's discussion and analysis that the Governmental Accounting Standards Board (GASB) has determined is necessary to supplement. Ms. Azparren stated that under

GASB 34 presents management to discuss changes in financial statements, economic factors that will affect changes and that there are requirements to the discussion and analysis. The Measure J program does not have changes. Chancellor Harrington added that the market place changes. The program has a set amount of monies that was voted on by the voters. The District is carrying out the work in the program with Bond dollars. We are now entering the heavy construction phase of the program. Dr. Garcia stated it would be nice to have management's discussion and analysis. Ms. Mackensen suggested it would be something to consider for next year's audit. Ms. Azparren shared that the next audit will take place in May or June 2010. She will send an example of a CBOC's management's discussion and analysis for committee review.

Vice Chancellor Alt stated that the District has not closed escrow on the property in Sutter County as noted on page 14 in the notes to the Financial Statements. The purchase agreement states closing escrow no later than May 31, 2010, as agreed upon in the conditions of the agreement.

The Performance Audit is the Auditors responsibility to express an opinion on the District's compliance based on their examination. The District complied, in all material respects, with the requirements for the fiscal year ending June 30, 2009. There was one management comment and recommendation. The swing space project had \$839,391 in total expenditures which exceeded the budget of \$742,008 by \$97,383. The auditors' recommendation is that budget revisions occur once a project has been identified as exceeding budgets. Dr. Garcia questioned the accomplishment of these revisions. Ms. Kaur shared that the revisions will be made with the assistance of the Director, Bond Facilities and the Bond Accountant working with AECOM. Mr. Parker added that budget revisions would come from program contingencies.

At this time, Ms. Azparren and Ms. Kaur left the meeting.

Agenda Item 5 – Measure J Bond Project Status Report

Craig Fernandez, AECOM Program Director, presented a Project Activity Summary on the following Bond projects:

Yuba College

- J-01, Sutter County Facility, Educational Component – Schematic Design nears completion.
- J-02 Building 100A; J-03, Building 100B; J-04, Building 200; J-05, Building 300; J-13, Building 1100 – Multi Building Renovations - have been bundled together as it gives an economy of scale to go out to bid on.
- J-06, Building 400 – Structural work is 80% complete, scheduled for completion June 2010.
- J-07 – Building 500 – This project has been combined with J-09, building 700. It was slated for State funding and is on hold until next month when it will be re evaluated.
- J-08 – Building 600 – This project has been combined with J-21, building 1800. Phase I has been completed. Phase II will begin after determination of scope for work in the Auto Shop and Welding Technologies.
- J-14 – PE Complex – This is a two phase project.
 - Phase I, Outdoor Athletic Complex –Construction began in December 2009 with the demolition of the out-of-service swimming pool.
 - Phase II, Gymnasium – Construction documents submitted to DSA in December 2009.
- J-21 – Student Services – This is a two phase project.
 - Phase I has been completed.

- Phase II will include ADA compliance items and is nearly complete. Ms. White questioned if the Program gets reimbursement from the State for ADA requirements. Mr. Fernandez stated that all ADA expenses are included in the Measure J budget and are not reimbursed.
- J-25 – Health & Public Safety Building – Work on project will be in three phases:
 - Phase I – Site work, design/renovation of the east parking lot and campus walk areas
 - Phase II – Construction
 - Phase III – Fire Tower

Yuba College – Clearlake

- J-32 – Student Services – Great news. The District has hired an Architect for this project. The project kickoff will be held on February 4, 2010.

Woodland Community College

- J-35 Building 700 – Approximate completion date is June/July 2010.
- J-39, Buildings 100, 300 & 400 – Design Development has been completed.
- J-42 – Colusa Outreach Facility – The District is excited to start construction on this project as the weather permits. Chancellor Harrington shared that the site was one of the few areas that was not flooded and is a good site for the future facility. The groundbreaking ceremonies took place on January 26, 2010.

District

- J-01 – Sutter County Facility – Schematic Design near completion.
- J-30 – Technology/Telecoms/Security Systems – HVAC Upgrades have been completed.

Ms. White asked the purchase price for the Colusa County property. Chancellor Harrington stated the total purchase and infrastructure was approximately \$1,100,000. A contribution was received from the Colusa County Board of Supervisor’s in the amount of \$600,000. Dr. Garcia asked who negotiates land purchases for the District. The District can only purchase property on its appraised value. The District has a law firm that handles each land acquisition.

Agenda Item 6 – Announcement/Committee Comments

Mr. Cervantes asked if rain has affected current projects. Mr. Fernandez stated that most of the current projects are in interior buildings. The construction on the PE project is mostly heavy demolition & is unaffected. The only project affected is the Colusa project.

Ms. Mackensen attended the groundbreaking ceremonies and is looking forward to great success.

Agenda Item 7 – Next Meeting Date

The next CBOC meeting is scheduled to be held on Tuesday, May 11, 2010 at 4:00 p.m. in the District Board Room, Yuba College.

Agenda Item 8 – Adjourn

Ms. Mackensen adjourned the meeting at 4:35 p.m.