

**Yuba Community College District
Citizens' Bond Oversight Committee (CBOC) Meeting
Wednesday, January 16, 2019**

The Yuba Community College District Citizens' Bond Oversight Committee met on Wednesday, January 16, 2019 for a Regular Committee Meeting at the Yuba College, 2088 North Beale Road, Marysville, CA 95901, Building 100A, Room 4 (President's Conference Room); Woodland Community College, 2300 E. Gibson Rd., Woodland, CA 95776, Room 114; Lake County Campus, 15880 Dam Road Ext., Clearlake, CA 95422, Room 115; Yuba Community College District Board Room, 425 Plumas Blvd., Suite 200, Yuba City, CA 95991.

1. Call to Order and Opening Items

1.01 Call to Order and Attendance

Committee Chair Deborah Barocio-Mirande called the meeting to order at 4:09 PM

Present: Jerrie Libby, Deborah Barocio-Mirande, James White, Victoria Young

Absent: Cynthia White

Guests: Mazie Brewington, Vice Chancellor YCCD Administrative Services; John Dominguez, CWDL – Certified Public Accountants; David Willis, YCCD Director Maintenance and Operations; Kathryn Wilkins (Recorder)

1.02 Meeting Reminder: Please Mute or Turn off Cell Phones

2. Approval of Agenda

2.01 Approval of Agenda

It is recommended that the Citizens' Bond Oversight Committee approve the January 16, 2019 Regular Committee Meeting agenda as presented.

Motion by James White; Second by Jerrie Libby

Final Resolution: Motion Carries

Aye: Jerrie Libby, Deborah Barocio-Mirande, Victoria Young, James White

Absent: Cynthia White

3. Approval of Minutes

3.01 Approval of Minutes

It is recommended that the Citizens' Bond Oversight Committee approve minutes from the July 25, 2018 Regular Committee Meeting.

Motion by James White; Second by Jerrie Libby

Final Resolution: Motion Carries

Aye: Jerrie Libby, Deborah Barocio-Mirande, Victoria Young, James White

Absent: Cynthia White

4. Open Agenda and Public Comment

4.01 Open Agenda and Public Comment

None

5. Information

5.01 2017-18 Financial and Performance Audits - Measure J Funds

John Dominguez, CWDL Certified Public Accountants presented the 2017-2018 Financial and Performance Audit for Measure J Funds. CWDL monitored funds that were in the County treasury to ensure there were not expenditures that would trigger the committee to reconvene. CWDL presented an opinion that the financial information as provided by management was accurate and complete. There were no instances or concerns with mingling of funds and the auditors believe the District had the ability to segregate those funds. CWDL provided an unmodified opinion on the financials. Over the year, there were expenditures of \$2.2M. The audit took into consideration the controls surrounding the bond funds and for this current year there are no issues or concerns although there were a few recommendations and comments in the past on the purchasing.

CWDL provided a second report on the performance audit, which is an additional layer of activity on the bond. There was not a lot of bidding that occurred during the year and CWDL verified the expenses

were tied to contracts approved by the Governing Board. CWDL tested under \$1.8M of the \$2.2M of expenditures and found no issues.

5.02 Measures J & Q Status Report and Bond Financial Report

The Measures J & Q financial report is effective through December 21, 2018 so a few projects have been added since the audit.

David Willis presented the Measures J & Q reports and bond financial reports. There are currently three projects in process: 1) Energy Storage Project; 2) Veterinary Technician Project; and 3) Yuba Campus Fire & Life Safety Code Compliance project. Additionally, there are currently consulting services through ARC Alternatives for a fiscal analysis of the first phase solar projects. Completed projects include: 1) Roofing project at Yuba College; and 2) Non-Measure J or Q Projects include the Solar Carport Structure project.

Mazie Brewington reviewed the cost report with the Committee. There were three additions to the cost report. The report shows all funding sources and budget year to date is \$4.3M and expenditures \$3.4M. The District does not anticipate adding anything to this and is waiting to see what happens with the WCC project at the state level. There are currently 27 projects in the state system waiting for approval. The WCC project was submitted in 2006 and then it took a number of years to recommend for funding. The District is now waiting for approval from the DOF and looking for at least \$19M in matching funds. Chancellor Houston has started working with the McCallum Group, college leadership, and the Governing Board to increase advocacy efforts. There is a possibility the project could be included in the May Revise but if not Mazie encouraged the Committee to attend the Board's Facilities/Audit Committee meetings as the Board begins discussion regarding prioritization of the remaining projects.

David Willis shared the Roofing project videos with the CBOC members.

6. Action

6.01 2017-2018 CBOC Annual Report to the Community

Mazie Brewington presented the Draft CBOC Annual Report to the Community. A graphic artist will create the final draft for the community. The report includes a letter from the CBOC Chair, roles and responsibility of the committee, background of the bonds, Committee activities and a CBOC statement to the community. The report is through June 30, 2018.

CBOC will attend the February 14, 2019 Governing Board Regular Meeting to present the Annual Report to the Community.

The committee suggested the Veterinary Technician project photos include students with animals.

It is recommended that the Citizens' Bond Oversight Committee approve the 2017-18 CBOC Annual Report to the Community as presented with the suggested changes.

Motion by: James White, Second by: Jerrie Libby

Final Resolution: Motion Carries

Ayes: Jerrie Libby, Deborah Barocio-Mirande, James White

Absent: Cynthia White, Victoria Young

6.02 2018-2019 Meeting Calendar

The Committee discussed the required frequency of CBOC meetings. Ms. Brewington recommended the frequency of meetings be every six months.

It is recommended that the Citizens' Bond Oversight Committee adopt a 2018-2019 Meeting Calendar. The CBOC will meet every six months, with the next meeting scheduled for Tuesday, July 16, 2019 at 4:00 PM at the District Office.

Motion by: Deborah Barocio-Mirande, Second by: James White

Final Resolution: Motion Carries

Ayes: Jerrie Libby, Deborah Barocio-Mirande, James White

Absent: Cynthia White, Victoria Young

7. Adjournment

7.01 Adjournment

The Committee Chair adjourned the meeting at 5:12 PM.