

# Measure Q Citizens' Bond Oversight Committee Meeting Notes

Meeting of January 19, 2017  
6:30 p.m.  
District Board Room, District Office

## Members Present:

Cecilia Aguiñaga  
Jim Hossfeld  
Irma Avila Macias  
Kenneth Nguyen  
Erik Peterson

## District Staff Present:

Dr. Raúl Rodríguez, Chancellor  
Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services  
Carri Matsumoto, Assistant Vice Chancellor, Facility Planning  
Adam O'Connor, Assistant Vice Chancellor, Fiscal Services

1. **Meeting called:** Mr. Nguyen called the meeting at 6:33 p.m. Committee members were introduced.  
  
**Public Comments** - There were no public comments.
2. **Annual Organizational Meeting:** The committee did not meet a quorum, therefore, this item will be moved to the May 18, 2017 agenda.
3. **Measure Q Revenue Bond Construction Fund Audit Report for the fiscal year ended June 30, 2016 – Mr. Hardash:** Ryan Milligan of Vavrinek, Trine, Day & Co. reviewed the independent auditor's report of the Measure Q funds. The 2015/16 financial and performance audits present fairly, the financial statements are free from material misstatements, there are no findings and all expenditures have been made in accordance the bond project list approved by the voters. No salaries were charged to bond fund. The audits are considered an unmodified opinion, the highest level of assurance the auditors can give a district per Prop 39 audit guidelines. The acceptance of the audits will be moved to the May 18, 2017 agenda.
4. **Approval of Meeting Minutes – November 1, 2016:** This item will be moved to the May 18, 2017 agenda.
5. **District Update – Dr. Rodríguez:** Dr. Rodríguez provided the committee an update on the District Office, the spring semester, emergency repairs at Santa Ana College and the parking lot on 17<sup>th</sup> & Bristol Streets.

6. **Measure Q Projects Update and Sequencing – Ms. Matsumoto:** Ms. Matsumoto reviewed the following projects dated January 19, 2017:
  - ✓ **Central Plant and Infrastructure:** This project is in phase #6, the underground utilities. This project is behind schedule due to rain delays with several more are anticipated. Night work has begun to lessen the day time impact to the campus. Ms. Matsumoto also informed the committee of the identified issues with the music building, the relocation, emergency repairs and the Facilities Planning staff working with campus staff and faculty to focus on the remediation to the building and the move of the music classes in time for the start of the spring semester.
  - ✓ **Johnson Student Center Demolition:** Decommissioning activities began during the summer of 2016; target out-to-bid timeline is the summer of 2017.
  - ✓ **Johnson Student Center:** The project is in the design development phase, DSA approval is anticipated in June 2018.
  - ✓ **Science Center:** This project includes the demolition of three J buildings. The new DSA submittal review is on-going with a target construction start of January 2018 and target occupancy in summer 2020.
  - ✓ **Parking Lot at 17<sup>th</sup>/Bristol Street:** Plans were submitted to the Department of Public Works in March 2016 however, there are some issues with the city of Santa Ana in moving this project forward. Target construction is scheduled for spring/summer 2017.
  - ✓ **Master Program Budget:** This document lists the project, estimated budget (which will change as costs change), status, target construction date and target occupancy date. The budgets listed exclude costs beyond typical construction contingencies. Deficient budgets were discussed.
  - ✓ **Project Budget History:** This document lists the project, the initial start-up planning total project budget, current estimated total project budget and budget modification notes detailing changes in work, timelines and budgets.
  
7. **Measure Q Financial Summary – Mr. O'Connor:** Mr. O'Connor reviewed the Measure Q Projects Cost Summary with the committee dated January 9, 2017. This document lists the projects including agency costs, professional services costs, construction services costs and furniture and equipment costs. The last column, percentage spent, includes all expenditures and encumbrances to date. Mr. O'Connor reviewed the six projects. The only major activity since the last meeting is \$10 million of expenditures have been moved to encumbrances for the Central Plant project. There were no questions from the committee.
  
8. **Santa Ana College Update – Dr. Rose:** Dr. Rose was not present.
  
9. **Comments:** Committee members shared brief comments. Mr. Hardash provided an approximate timeline for the next issuance of the bond, Series B.
  
10. **Future Meetings:** The next meeting is scheduled for May 18, 2017 at 6:30 p.m. in the District Board Room at the District Office at 2323 N. Broadway.