

MEETING MINUTES
DECEMBER 11, 2017, 5:00 P.M., PDC 103

Members Present – **Ken Coate, Albert Garcia, Betsy Starbuck, Patricia Small, Sam Irwin**

Members Absent – None

District Staff Present – **Larry Strong**, Director of Fiscal Services; **Hussain Agah**, Director, Facilities Planning & Construction, **Mike Strong**, CHC Vice President of Administrative Services

Guests – **Jordan Mack**, Anticipated CBOC Member at Large Appointee

I. Welcome/Introductions

Ken Coate called the meeting to order at 5:04 p.m. He announced that this would be his last meeting as he has served back-to-back terms. Self-introductions were made for the benefit of Jordan Mack, who was nominated for appointment to the committee as a member at large. Jordan's nomination will be reviewed and appointment is anticipated at the December 14 meeting of the Board of Trustees (BOT).

II. Election of Chair & Vice Chair

After some discussion, Sam Irwin nominated Betsy Starbuck for Chair. Albert Garcia seconded the nomination and it was approved by the committee with the following vote.

Ayes: Albert Garcia, Betsy Starbuck, Ken Coate, Patricia Small, Sam Irwin
Noes: None
Absent: None
Abstentions: None

Betsy nominated Sam for Vice Chair and Ken seconded the nomination. It was approved by the committee with the following vote.

Ayes: Albert Garcia, Betsy Starbuck, Ken Coate, Patricia Small, Sam Irwin
Noes: None
Absent: None
Abstentions: None

III. Public Comment

No one from the public was present.

IV. Approval of Minutes

Sam moved to approve the minutes of June 14 and September 22. Albert seconded the motion, which was passed with the following vote.

Ayes: Albert Garcia, Betsy Starbuck, Ken Coate, Patricia Small, Sam Irwin
Noes: None
Absent: None
Abstentions: None

V. Membership

Since Ken, as the Business Organization representative, has served his full term, it was agreed that Albert, as a member of the Ironworks 416 Union could fulfill that role. This leaves the CBOC short one Member at Large and one Student Representative. The search for representation will continue.

VI. Bond Measures

Hussain Agah distributed a bond feasibility study that had been performed for the District. The key conclusions of the report included that it was feasible for SBCCD to pursue another bond measure. There will be an SBCCD BOT study session on January 11, 2018 regarding the next steps in this process. Kelly Goodrich will send an invite to members of the CBOC in case they want to attend.

Larry Strong addressed committee members and advised that the District is in the process of refinancing some of the Measure P and Measure M bonds. This sale should take place by year end and save the taxpayers approximately \$9 million.

VII. Annual Audit

The 2016-17 audit of the SBCCD Bond Program was distributed for review. Larry highlighted that the report contained an unmodified opinion which is the best rating. There were no findings.

VIII. Bond Program Update

Hussain talked about the site visit which occurred in September. Ken mentioned that the OE2 building and student demonstration had been very impressive. Hussain went on to say that a Fire-Life-Safety project for CHC's Performing Arts Center was being scoped. It is expected to cost approximately \$1.2 million of the remaining bond money.

IX. Annual Report

Members reviewed and discussed a draft annual report. Sam moved to approve the report as presented. Albert seconded the motion, which was passed with the following vote.

Ayes: Albert Garcia, Betsy Starbuck, Ken Coate, Patricia Small, Sam Irwin
Noes: None
Absent: None
Abstentions: None

Kelly will email Betsy to see if she is available to present the report at the January 18, 2018 BOT meeting.

Adjournment & Next Meeting

The meeting adjourned at 6:02 p.m. The next meeting will be scheduled via email to take place sometime early in 2018.