



## Citizens Bond Oversight Committee (CBOC)

December 13, 2021 – 5:30 p.m.

Location: Zoom Conference

<https://cccconfer.zoom.us/j/95555882604>

Dial: (669) 900-6833 or (346) 248-7799

Meeting ID: 955 5588 2604

### Meeting Agenda

- I. **Welcome/Introductions** (*Betsy Starbuck, Chair*)
- II. **AB 361 Resolution to Hold Virtual Meetings** (*All votes to be taken by roll call.*)
- III. **Public Comment**

*Public comments are not required to be submitted in advance of the meeting and members of the public have an opportunity to address the CBOC and offer comment in real time, via the Zoom link. This paragraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.*

*Any member of the public who wishes to address the Committee on any matter is limited to five minutes. The total time for members of the public to speak on the same or a similar issue shall be limited to 20 minutes.*

*If there are any technical difficulties with the Zoom link that prevent members of the public from participating, the meeting will be paused until such time as functionality can be restored. If the technical issue cannot be resolved in a reasonable amount of time, the meeting will adjourn and be rescheduled.*

- IV. **Approval of Minutes of July 26, 2021**
- V. **Current Business**
  - A. SBCCD Bond Projects Update (*Ynez Canela, Administrator, Local Business Outreach*)
  - B. Expenditures Report (*Andrea Brown, AECOM Measure CC Financial and Contract Manager*)
  - C. Review/Approve 2021-21 CBOC Annual Report (*Ynez Canela, Administrator, Local Business Outreach*)
- VI. **Future Meetings & Adjournment**

RESOLUTION #2021-12-13-CBOC-01 OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
**CITIZENS BOND OVERSIGHT COMMITTEE (CBOC)**  
CONTINUING AUTHORITY TO HOLD VIRTUAL MEETINGS PURSUANT TO  
AB 361 | OPEN MEETINGS: STATE AND LOCAL AGENCIES – TELECONFERENCES

WHEREAS, on March 4, 2020, pursuant to the California Emergency Services Act and Government Code section 8625, Governor Gavin Newsom declared a statewide emergency arising from the coronavirus (COVID-19);

WHEREAS, the aforementioned declaration of emergency has not been rescinded, and, thus, remains in effect.

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act pertaining to teleconferenced meetings; WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 which indicated that Executive Order N-29-20's authorization for holding virtual meetings would expire on September 30, 2021;

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 (Rivas) as urgency legislation effective immediately, which provides that legislative bodies may continue to meet remotely during a declared State of Emergency subject to certain conditions;

WHEREAS, AB 361 amends the Brown Act (Government Code section 54953) to add the following provision:

(e)(1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

- A. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing, OR
- B. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, OR
- C. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.;

WHEREAS, AB 361 further amends the Brown Act (Government Code section 54953) to add the following provision:

(e)(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

RESOLUTION #2021-12-13-CBOC-01 OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
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AB 361 | OPEN MEETINGS: STATE AND LOCAL AGENCIES – TELECONFERENCES

- A. The legislative body has reconsidered the circumstances of the state of emergency, AND
- B. Any of the following circumstances exist:
- (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; OR
  - (ii) state or local officials continue to impose or recommend measures to promote social distancing.

WHEREAS, according to the San Bernardino County COVID-19 dashboard, as of December 6, 2021, there were 366,471 confirmed cases reported and 344 current hospitalizations;

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity;

WHEREAS, San Bernardino County currently has the second-highest Community Transmission metric of “substantial”;

THEREFORE, BE IT RESOLVED that the San Bernardino Community College District Citizens Bond Oversight Committee has reconsidered the circumstances of the Governor’s March 4, 2020 declaration of a state of emergency due to the COVID-19 pandemic, and finds that the declared state of emergency remains active, and continues to directly impact the ability of CBOC members to meet safely in person.

BE IT FURTHER RESOLVED, that based on the findings herein, the CBOC shall hold meetings via teleconference as permitted by Government Code section 54953(e) for the next thirty (30) days from the date of this Resolution;

BE IT FURTHER RESOLVED, that any meetings held via teleconference pursuant to this Resolution shall comply with all requirements of Government Code section 54953(e)(2), including, but not limited to, Government Code section 54953(e)(2)(E), which provides: “The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.”

BE IT FURTHER RESOLVED, that not more than thirty (30) days from the date of this Resolution, the CBOC shall again reconsider the circumstances of the state of emergency declared by the Governor on March 4, 2020, in order to determine whether such circumstances warrant the Board continuing to hold teleconference meetings as permitted by Government Code section 54953(e).

PASSED AND ADOPTED by the following vote of the San Bernardino Community College District Citizens Bond Oversight Committee, County of San Bernardino, State of California on December 13, 2021.

RESOLUTION #2021-12-13-CBOC-01 OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
**CITIZENS BOND OVERSIGHT COMMITTEE (CBOC)**  
CONTINUING AUTHORITY TO HOLD VIRTUAL MEETINGS PURSUANT TO  
AB 361 | OPEN MEETINGS: STATE AND LOCAL AGENCIES – TELECONFERENCES

AYES:

NOES:

ABSTAIN:

ABSENT:

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Betsy Starbuck, Chair  
San Bernardino Community College District  
Citizens Bond Oversight Committee

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the San Bernardino Community College District CBOC named therein at a duly constituted meeting of said CBOC held on December 13, 2021, as it appears upon the minutes of the said meeting on December 13, 2021

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Erika Menge, Recorder  
San Bernardino Community College District  
Citizens Bond Oversight Committee



## Citizens Bond Oversight Committee

Zoom Conference <https://cccconfer.zoom.us/j/95077023413>

July 26, 2021 – 5:30 p.m.

### Meeting Minutes

**Members Present** – Don Averill, Senior Citizens; Dana Carter, Foundation; Frankie Jimenez, Local Business Organization; Jim Mulvihill, Member at Large; Evelyn Olive, Students; Betsy Starbuck, Bona-Fide Taxpayer Organization; Kristin Washington, Member at Large

**Members Absent** – None

**District Staff Present** – Farrah Farzaneh, Director of Facilities Planning, Emergency Management & Construction; Steve Sutorus, Business Manager; Larry Strong, Director of Fiscal Services (*partial attendance*); Ryan Smith, SBVC Campus Project Manager; Leilani Nuñez, CHC Campus Project Manager; Ynez Canela, Local Business Outreach Administrator; Scott Jewell, AECOM Interim Bond Program Manager; Andrea Brown, AECOM Finance and Contract Program Manager.

**Others Present** – David Raley, Community Member

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#### I. WELCOME/INTRODUCTIONS

Chair Betsy Starbuck, called the meeting to order at 5:32 p.m. and read the information regarding Executive Orders N-25-20 and N-29-20.

A. Recognition of past CBOC members.

Ynez recognized Sonja Wilson, Sam Irwin and Dana Carter for their 2 years of service on the CBOC.

B. Election of Chairperson

Chair Betsy Starbuck asked for a motion for an election of a Chairperson.

Don Averill made a motion to nominate Betsy Starbuck as Chairperson. James Mulvihill seconded the nomination of Betsy Starbuck as the chair person. There were no other nominations. Don Averill moved that the nomination be closed.

AYES: Donald Averill, Betsy Starbuck, Kristin Washington, Frankie Jimenez, Jim Mulvihill

NOES: None

ABSENT: Evelyn Olive

ABSTENTIONS: None

C. Election of Vice Chairperson

Betsy Starbuck asked for a nomination for the position of Vice Chairperson. Jim Mulvihill made a motion to nominate Don Averill. Frankie Jimenez seconded the motion.

Erika Menge, Recorder

AYES: Donald Averill, Betsy Starbuck, Kristin Washington, Frankie Jimenez, Jim Mulvihill

NOES: None

ABSENT: Evelyn Olive

ABSTENTIONS: None

## **II. PUBLIC COMMENT**

There were no comments from the public. David Raley was in attendance as a member of the public. David shared that he was on the original Measure P Citizens Bond Oversight Committee.

## **III. APPROVE MINUTES OF MEETING ON February 1, 2021**

Chair Betsy Starbuck asked for a motion to approve the minutes of the last meeting. A motion was made by Don Averill to approve the minutes. The motion was

AYES: Donald Averill, Betsy Starbuck, Kristin Washington, Frankie Jimenez, Jim Mulvihill

NOES: None

ABSENT: Evelyn Olive

ABSTENTIONS: None

## **IV. CURRENT BUSINESS – Status of the Bond**

### **A. Expenditures Report – Andrea Brown, AECOM**

Andrea Brown, Finance and Contract Manger with AECOM shared the Bond Expenditures Report. Andrea shared some context for the report including that the Current Budget is the Board approved amount, the Contracted Column is the contract to date on the program, the Expended to Date is dollars that have gone out the door and the Percentage Expended is the percentage expended based on the issued contract amount.

To date approximate expenses are: Crafton Hills College \$4.6M, Districtwide \$7M and San Bernardino Valley College \$6.4M, for a grand total of \$18M. All of these expenses are from Measure CC funds. At this time there have been no Measure M expenses. There were no comments or questions

### **B. Measure CC Program Update – Scott Jewell, AECOM**

Scott Jewell, AECOM Interim Bond Program Manager provided an update sharing program status, state funding, local business participation, change orders to date and projects underway.

Dana Carver entered the meeting late, and the Chairperson Betsy allowed Ynez to recognize Dana for his service on the CBOC.

Scott Jewell continued this presentation, sharing that the total bond funding is \$578M, broken down into: \$470M from Measure CC, \$75M from Measure M, \$33.4M State Capital Outlay Matching funds for the SBVC Technical Building.

Scott shared the focus of the Program Management team: Program Management Information System; Program Management Procedures; Construction Management Onboarding;

Construction Management Procedures; Design Standards and Management; Project Scope Validation; Master Schedule and Bond Spending Plan.

We are anticipating a total State Capital Outlay Matching Funds for the program in the amount of \$39.9M, with \$33.4M for SBVC Tech Building Replacement and \$6.5M CHC Performing Arts Replacement. In August a Bond Program Project List will be presented to the Board of Trustees for approval, which will reflect the \$6.5M for the CHC Performing Arts Replacement.

The Local Business Enterprise Program is a key performance indicator for our Board. The Local Hire goal for the program is 50%, to date we are tracking at 58%. The Local Business goal for the program is 25%, to date we are tracking 49%. The Minority Business and Women Owned goal for the program is 25% and the current engagement is 11%. For Veteran Businesses, the program goal is 10% and we tracking at .03%. Scott acknowledged that there is some work that needs to be done to improve those numbers.

Another key performance indicator for the Board is our commitment to keep Change Orders at program-wide goal of 5%. We currently have a change order percentage rate of -0.14%.

Project Updates:

**San Bernardino Valley College (SBVC) Technical Building**

Project Budget: \$107 M

Delivery Method: Design-Bid-Build

Targeted State Funding: \$33.4M

Project Status: DSA Approval received 5/27/21, currently awaiting review from the Chancellor's Office/Department of Finance

Anticipated Start Date: Fall 2021

Anticipated Project Completion: Winter 2024

**Crafton Hills College (CHC) Performing Arts Center**

Project Budget: \$41M

Delivery Method: Design-Bid-Build

Targeted State Funding: \$6.5M

Project Status: In Design

Anticipated Start Date: Fall 2022

Anticipated Project Completion: Summer 2024

**SBVC Softball Field**

Project Budget: \$6.2M

Delivery Method: Design-Bid-Build

Project Status: DSA Design Review: Approved

Anticipated Start Date: TBD – we are currently working with the campus to ensure that there will be adequate parking for students on campus

Anticipated Project Completion: TBD

**CHC Gym Demolition**

Project Budget: \$3.4 completed under budget

Delivery Method: Design-Bid-Build

Project Status: Closeout

Anticipated Project Completion: Spring 2021

**CHC East Valley Public Safety Training Center**

Project Budget: \$9.5M

Delivery Method: Design-Build

Project Status: In Design

Anticipated Start Date: Summer 2022  
Anticipated Project Completion: Summer 2023

### **SBVC Career Pathways 2**

Project Budget: \$89M  
Delivery Method: Progressive Design-Build  
Project Status: In Design  
Anticipated Start Date: Winter 2023  
Anticipated Project Completion: Fall 2025

Scott shared the about the difference between Traditional Design Build and Progressive Design Build. In Traditional Design Build the owner will take the design to a certain level and they would hand it off to Design Build entity and that would be used as the basis going forward. The main difference between the Traditional Design Build and the Progressive Design Build is that in the traditional method you go a little bit further in your design. In a Progressive Design Build, you have criteria documents may not even include pictures. The main thought behind Progressive Design Build is that you want to allow the Design Builder to come up with creative out of the box solutions to meet your criteria.

### **SBVC Student Services Building**

Project Budget: \$104M  
Delivery Method: Progressive Design Build  
Project Status: Criteria Documents Completed  
Anticipated Start Date: Summer 2023  
Anticipated Project Completion: Fall 2025

Scott shared a look ahead on projects to come:

- CHC Central Complex 2 Renovations \$17.2M Design-Build
- CHC East Instructional Building \$54.1 M Progressive Design-Build
- CHC Crafton Hall Renovation \$4.1M
- CHC Child Development Center Renovation \$3.8M
- CHC Student Support Building \$2.2M
- Campus-Wide Site Improvements
  - Campus-Wide Utility Metering
  - CHC Security Upgrades
  - CHC Irrigation Replacement
  - CHC Accessibility Improvements
  - SBVC Planetarium Upgrades
  - SBVC Campus Roofing Replacements
  - SBVC East Wing Upgrades
  - SBVC HLS/PLS Fume Hood Replacement

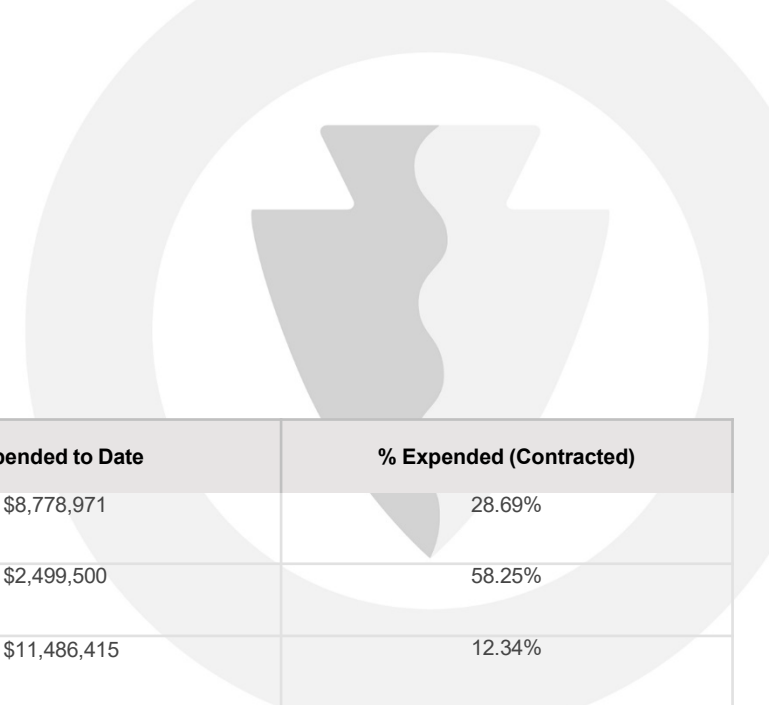
## **V. Future Meetings & Adjournment**

The next meeting will be Monday, November 15<sup>th</sup> at 5:30 pm.

David Raley asked if the all funds for the program had been allocated. Scott Jewell responded, yes. Betsy dismissed the meeting at 6:13 pm.



# SBCCCD Bond Program Expenditures Report to date as of December 6, 2021



Site	Current Budget	Contracted	Expended to Date	% Expended (Contracted)
Crafton Hills College	\$164,208,300	\$30,597,894	\$8,778,971	28.69%
San Bernardino Community College District Wide	\$26,200,000	\$4,290,692	\$2,499,500	58.25%
San Bernardino Valley College	\$394,526,700	\$93,071,781	\$11,486,415	12.34%
	<b>\$584,935,000</b>	<b>\$127,960,367</b>	<b>\$22,764,885</b>	<b>17.79%</b>

#### Definitions of Columns Titles

- Current budget: budget approved to date by SBCCCD BOT. Includes all funding sources (Measure M, Measure CC, State Capital Outlay)
- Contracted: currently issued projects
- Expended to date: amount spent to date
- % Expended (Contracted): percentage spent for contracts issued to date



# CITIZENS BOND OVERSIGHT COMMITTEE

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San Bernardino Community College District  
2020-2021 Report to the Community



## Executive Summary

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This report details highlights from the San Bernardino Community College District's (SBCCD) bond programs, the Citizens' Bond Oversight Committee (CBOC) member roster, CBOC meeting summaries and expenditures for the Measure M and Measure CC projects for the fiscal year ending on June 30, 2021 (FY 2020-2021). The Committee met two times during the fiscal year. The dates include: July 20, 2020 and February 1, 2021.

Consistent with the requirements of Proposition 39 ("School Facilities Local Vote Act of 2000"), SBCCD Citizens' Bond Oversight Committee was appointed to oversee two voter- approved general obligation bonds:

- ▶ Measure M – \$500 million bond passed in February 2008, and
- ▶ Measure CC – \$470 million bond passed in November 2018

The committee is required to inform the public about the District's expenditure of bond proceeds by presenting an annual report to the SBCCD Board of Trustees in public session. In fulfilling this duty, the committee met to review expenditure reports, hosted the annual organizational meeting, and approved the *Annual Report to the Community*.

Previous CBOC Reports to the Community <https://sbccd.edu/district-services/facilities-planning-construction/reports-to-the-community.php>. More information on the SBCCD Bond Program can be found by visiting Visit <http://www.sbccd.edu/MeasureCC>.

## Statement of Compliance

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To the best of its ability, the Citizens Bond Oversight Committee believes that the San Bernardino Community College District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution. Full text available at [https://ballotpedia.org/Article XIII A, California Constitution](https://ballotpedia.org/Article_XIII_A,_California_Constitution).

**2**

### CBOC Meetings

The committee met twice during the fiscal year.

**18**

### Bond Projects

To date eighteen projects are underway.

**\$18.5M**

### Expenditures

The amount that has been spent on bond projects through FY 2020-2021.



### 2020 – 2021 Member Roster



Betsy Starbuck, Chair  
Representing a Tax Payer  
Organization



Don Averill, Vice Chairperson  
Representing a Senior  
Organization



Frankie Jimenez  
Representing a Business  
Organization



Sam Irwin  
Representing a Foundation,  
Crafton Hills College



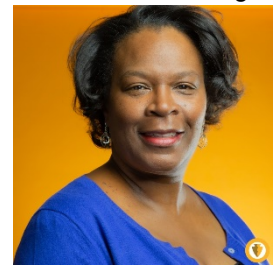
Evelyn Olive  
Representing Students,  
Crafton Hills College



Dana Carter  
Representing the  
Community-at-Large



Jim Mulvihill  
Representing the  
Community-at-Large



Sonja Wilson  
Representing the  
Community-at-Large

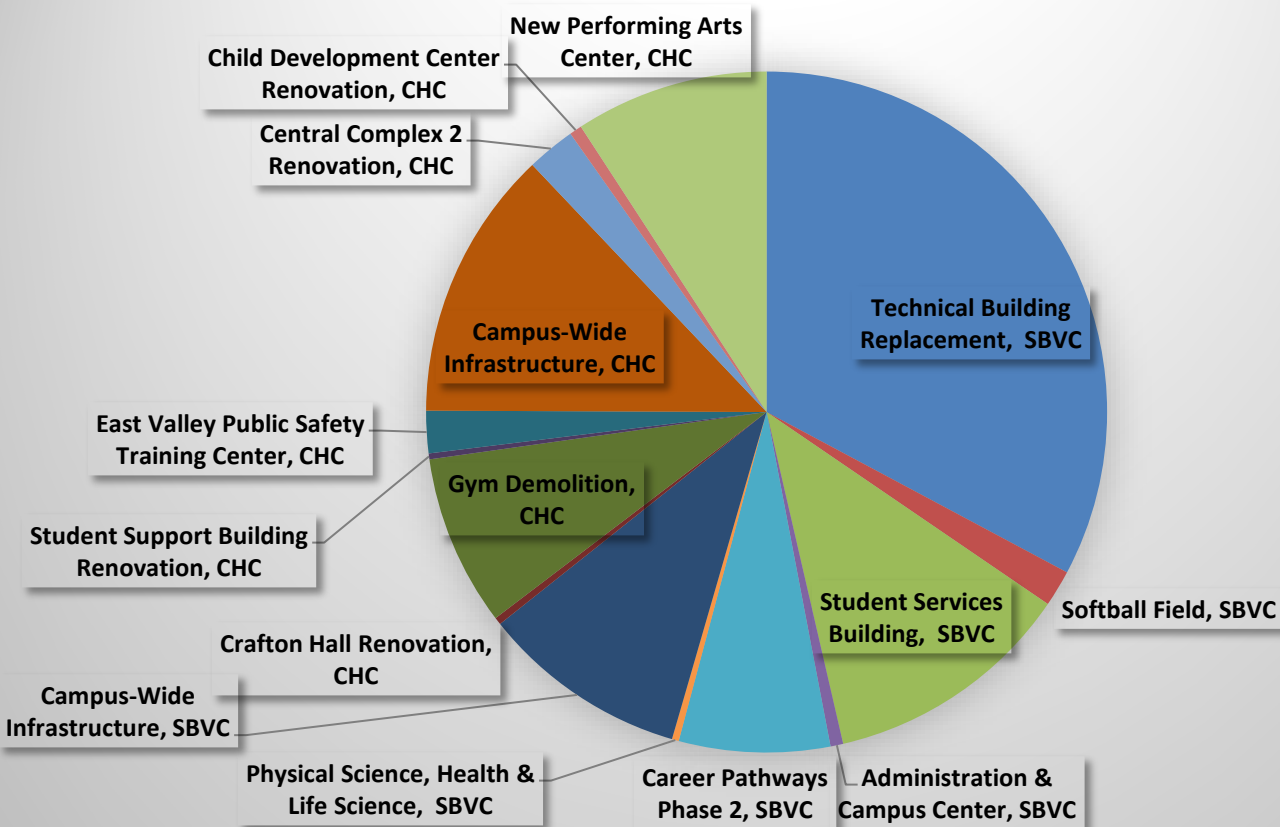


Kristin Washington  
Representing the Community-at-Large

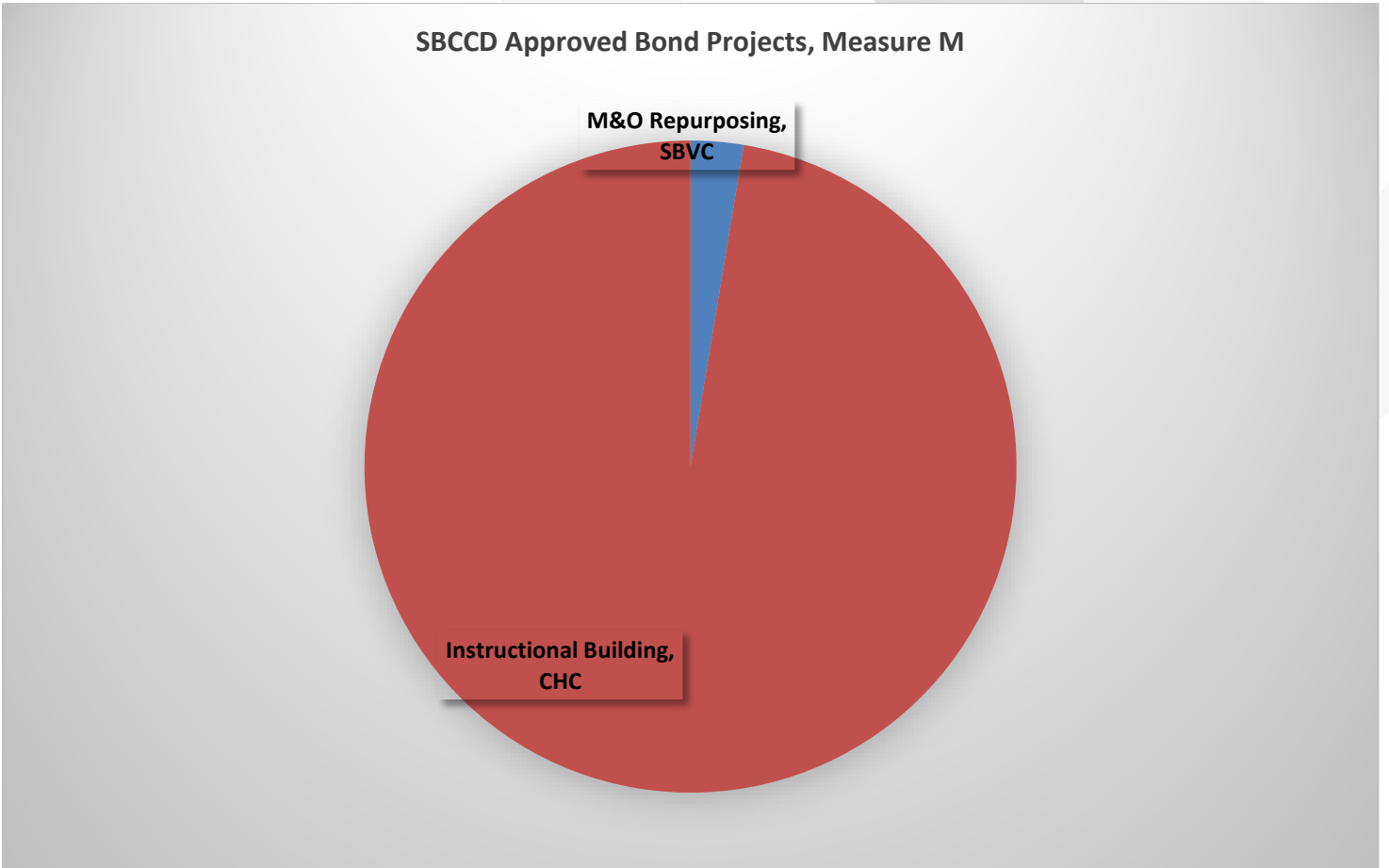
### SBCCD Approved Bond Projects Total Project Costs Through Fiscal Year 2020-2021 Ending June 30, 2021

SBCCD Approved Bond Projects, Measure CC		Total Project Cost Through June 30, 2021
Technical Building Replacement	SBVC	\$ 5,813,904.37
Softball Field	SBVC	\$ 306,481.38
Student Services Building	SBVC	\$ 2,101,362.05
Administration & Campus Center	SBVC	\$ 106,641.59
Career Pathways Phase 2	SBVC	\$ 1,269,910.12
Physical Science, Health & Life Science	SBVC	\$ 58,039.03
Campus-Wide Infrastructure	SBVC	\$ 1,741,142.11
Crafton Hall Renovation	CHC	\$ 61,132.23
Gym Demolition	CHC	\$ 1,440,125.22
Student Support Building Renovation	CHC	\$ 49,529.26
East Valley Public Safety Training Center	CHC	\$ 355,663.04
Campus-Wide Infrastructure	CHC	\$ 2,279,303.52
Central Complex 2 Renovation	CHC	\$ 408,161.28
Child Development Center Renovation	CHC	\$ 104,247.39
New Performing Arts Center	CHC	\$ 1,627,524.60
		<b>\$ 17,723,167.19</b>

SBCCD Approved Bond Projects, Measure CC



SBCCD Approved Bond Projects, Measure M		Total Project Cost Through June 30, 2021
M&O Repurposing	SBVC	\$ 22,047.94
Instructional Building	CHC	\$ 821,083.00
		<b>\$ 843,130.94</b>



**\$18,566,298**

**Expenditures**

The total amount that has been spent on bond projects through FY 2020-2021.



## CBOC Meeting Summaries

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The CBOC met two times in fiscal year 2020-21. Including July 20, 2020 and February 1, 2021 to discuss various bond program activities and review the internal audit report. The following will provide summaries of the meetings. To view the full meeting agendas, information and minutes, please visit the website at: <https://sbccd.edu/district-services/facilities-planning-construction/citizens-bond-oversight-committee/index.php>.

### Monday, July 20, 2020 – Zoom Virtual Meeting Platform

In the annual reorganizational meeting, the CBOC held elections for the positions of Chairperson and Vice Chairperson. Members Starbuck and Averill were reelected to their positions on the committee.

Members also heard from District staff on the CHC Performing Arts Center and the SBVC Technical Building. The meeting wrapped up with a bond expenditures report and an update on the refinancing of bonds.



Find the meeting materials here: <https://sbccd.edu/meetings-and-agendas/cboc/2020/07-20/index.php>.

### Monday, February 1, 2021 – Zoom Virtual Meeting Platform

Members received project updates for each campus.

Including:



- Tech Building
- Softball Field
- Allied Health
- Aeronautics Lab
- Aeronautics Lab
- Student Services Building





- Performing Arts Center
- East Valley Public Training Center
- Central Complex 2 Renovation
- Child Development Center Renovation

The meeting closed with the approval of the 2019-2020 Report to the Community.

Find the meeting materials here:  
<https://sbccd.edu/meetings-and-agendas/cboc/2021/02-01/index.php>.



## Membership Opportunities

Interested individuals seeking to serve as a member of the CBOC may complete an application which will be held until a vacancy occurs. Completed applications should be sent via email at [cboc@sbccd.edu](mailto:cboc@sbccd.edu) or via regular mail to SBCCD District Support Services, ATTN: Ynez Canela, 550 E. Hospitality Lane, Suite 200 San Bernardino, CA 92408. If you have questions, please call 909-388-6910. See the following link for the application:

<http://www.sbccd.org/~media/Files/SBCCD/District/Facilities%20Planning/CBOC/2021-01%20San%20Bernardino%20CCD%20-%20CBOC%20Application%20Form3.pdf>.



**THANK YOU, LOCAL VOTERS!**

Your **MEASURE CC** Tax Dollars At Work

SAN BERNARDINO  COMMUNITY COLLEGE DISTRICT

 CRAFTON HILLS  
COLLEGE

 San Bernardino  
Valley College

# Future Meetings

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## 2022:

- In Person
  - July 2022 – Annual Re-Organizational Meeting, Crafton Hills College
    - Monday, July 11<sup>th</sup>
    - Monday, July 18<sup>th</sup>
    - Monday, July 25<sup>th</sup>
  - November 2022 – Annual Report to the Community Review, San Bernardino Valley College
    - Monday, November 7<sup>th</sup>
    - Monday, November 28<sup>th</sup>

