



**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**  
Citizens' Bond Oversight Committee

Monday, November 7, 2016  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College  
980 Fremont Street  
Monterey, California

Meeting Minutes

MEMBERS PRESENT: Mr. Wayne Cruzan, Vice Chair  
Mr. Hunter Harvath (arrived at 3:05 PM)  
Mr. Birt Johnson, Jr.  
Mr. Stephen Lambert  
Mr. Rob Lee  
Mr. James Panetta, Chair

ABSENT: Mr. Thomas Gaspich  
Mr. Rick Heuer  
Ms. Sharon Larson

STAFF PRESENT: Ms. Rosemary Barrios, Controller  
Dr. Steve Crow, Administrative Services Professional Expert  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President

OTHERS PRESENT: Mr. Michael Carson, Kitchell

**1. Call to Order**

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:01 PM by Chair Panetta.

**2. Public Comment**

There were no public comments.

**3. Committee Membership Update**

Dr. Tribley reported Mr. Gaspich, Mr. Harvath, Ms. Larson, and Mr. Lee, have agreed to serve another term on the committee. The Governing Board approved their reappointment in October. Dr. Tribley thanked them for their continued service and commitment to the college.

**4. Approval of August 29, 2016 Minutes**

Motion made by Mr. Johnson, seconded by Mr. Cruzan, to approve the minutes of the August 29, 2016 meeting. Motion carried unanimously.

AYES:	5 MEMBERS:	Cruzan, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	4 MEMBERS:	Gaspich, Harvath, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**5. Facilities Projects Update**

Dr. Crow reported the Governing Board recently approved revisions to the bond fund budget to reflect completed projects, rebalancing of budgets, and the transfer of unused funds to newly identified needs. He noted three new projects have been established: the baseball field, infrastructure, and data center network security. Dr. Tribley added the baseball field project is closer to \$3 million in cost. It will be a phased project and the bond will fund the first phase of \$750,000. The project will convert the field from grass to artificial turf, saving \$50,000 a year in watering expense and improving the safety of the facility. Dr. Crow indicated the data center network security project will address vulnerabilities identified in the network system.

Chair Panetta asked where the amounts of \$400,000 for the data center and \$500,000 for the infrastructure project came from. Dr. Crow responded the Director of Information Technology worked with consultants to arrive at the \$400,000 network security project cost. He said the \$500,000 was the remaining balance. Mr. Panetta also asked about the miscellaneous category budgeted at \$74,857. It was explained the miscellaneous category was a holding category. Mr. Johnson confirmed the infrastructure project represents phase IV of repairs.

**6. Accept Bills and Warrants Report**

Chair Panetta advised the report would be reviewed by page and invited questions. Members had no questions on pages 1-3.

Mr. Johnson noted several projects on the bond expenditure status report were listed as 100% complete, such as the Theater and Humanities projects, and no additional expenditures were recorded on the bills and warrants report. He asked if further expenditures were anticipated on these projects. Dr. Crow responded there will be no further expenditures.

It was moved by Mr. Harvath and seconded by Mr. Johnson to accept the September 30, 2016 bills and warrants report. Motion carried unanimously.

AYES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**7. Bond Expenditure Status Report**

Per Mr. Johnson's comments under the previous item, it was agreed that projects listed as 100% complete will be moved from the In Process category to the Completed Projects category on the next quarterly report. This change will leave the Arts Complex project (with \$255,295 balance),

furniture/equipment (with \$500,000 balance), general institutional contingency (with \$358,463 balance) and Infrastructure – Phase IV (with \$425,143 balance) as the only projects in the In Process category.

The Future projects category consists of four projects: the Baseball Field, Data Center Network Security, the Music facilities renovation, and the Public Safety Training Center (PSTC) Phase II at Parker Flats. The PSTC project is waiting for a state funding match. Dr. Tribley noted if the state bond initiative fails to pass on the November ballot, the Board will need to determine if the remaining bond funds should be repurposed.

Mr. Harvath asked about the source of interest earnings on bond funds. Dr. Crow explained the bond funds were invested in Monterey County's investment fund. Mr. Lee asked if there was a certain threshold to reach before a project was moved from the Future category to the In Process category. It was explained that while some of the Future projects have had small amounts expended on design, the projects were not yet under construction, and thus, not considered "in process."

**8. Annual Report for 2015-16**

Mr. Johnson commented that some of the projects listed as in process on page 11 of the report should be characterized as completed.

It was moved by Mr. Cruzan and seconded by Mr. Johnson to approve the annual report. Motion carried unanimously. Mr. Cruzan will present the report to the Governing Board in place of Chair Panetta.

YES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**9. Superintendent/President's Update**

Dr. Tribley focused his update on the college's accreditation process. He stated the college completed a self-study and then hosted a site evaluation team in October. The team provided an exit summary to the campus and will be submitting an evaluation report to the Accrediting Commission for Community and Junior Colleges. The college's self-study and the evaluation team report will be considered by the commission in January. He reviewed the possible outcomes of the accreditation process. Dr. Tribley stated MPC will remain fully accredited, but the college may receive recommendations for improvement that will need to be addressed within a certain period of time. Mr. Harvath asked when the last accreditation was completed. Dr. Tribley said the prior accreditation evaluation was in 2010. The college's accreditation was reaffirmed, but there were also recommendations received, such as the recommendation regarding student learning outcomes.

**10. Officers**

Dr. Tribley presented Mr. Panetta with a certificate of appreciation in gratitude for his service as chair of the committee during the past two years. Mr. Panetta remarked he is proud to be a Lobo.

Dr. Tribley announced Mr. Cruzan has agreed to serve as chair for 2017. The floor was opened for nominations for the vice chair position. Mr. Panetta nominated Mr. Harvath, seconded by Mr. Cruzan. Mr. Harvath was elected unanimously.

YES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**11. Meeting Schedule**

The meeting dates of March 6, June 12, August 28, and November 6 (annual organizational meeting) were proposed for 2017.

Motion was made by Mr. Harvath and seconded by Mr. Cruzan to accept the meeting dates for 2017. Motion carried unanimously.

YES:	6 MEMBERS:	Cruzan, Harvath, Lambert, Lee, Johnson, Panetta
NOES:	0 MEMBERS:	None
ABSENT:	3 MEMBERS:	Gaspich, Heuer, Larson
ABSTAIN:	0 MEMBERS:	None

**12. Suggestions for Future Agenda Topics and Announcements**

Mr. Lee had previously asked about a compliance audit for the Monterey County Treasurer's Investment Fund. Ms. Barrios has confirmed a compliance audit has been completed. Staff will include the most recent compliance audit on the next meeting agenda.

**13. Adjournment**

Chair Panetta adjourned the meeting at 3:54 PM.

/vn