



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

Monday, September 11, 2017  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College  
980 Fremont Street, Monterey, California

*MEETING AGENDA*

1. **Call to Order**
2. **Introductions**
3. **Public Comment**  
Members of the audience wishing to address the Citizens' Bond Oversight Committee may do so during the public comment period. Under provisions of the Brown Act, the Committee is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to three minutes per person or as determined by the Committee.
4. **Approval of June 12, 2017 Minutes** ACTION
5. **Accept Bills and Warrants Report** ACTION  
The list of payments from bond funds expended through June 30, 2017 will be reviewed for acceptance by the committee.
6. **Bond Expenditure Status Report** INFORMATION  
The June 30, 2017 bond expenditure status report will be reviewed with the committee.
7. **Membership Update** INFORMATION  
Committee membership will be reviewed by Dr. Tribley.
8. **Superintendent/President Update** INFORMATION
9. **Meeting Schedule** INFORMATION  
Future meetings of the Committee are scheduled for:
  - Monday, November 6, 2017 (Annual Organizational Meeting)

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

INFORMATION

**11. Adjournment**

Public records provided to the Committee for the items listed on this agenda may be viewed online at the College's website <http://www.mpc.edu/about-mpc/campus-information/mpc-bond-measure/citizen-s-bond-oversight-committee/meeting-agenda-minutes>, at the Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours, or at the Committee meeting.

Posted: September 5, 2017



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

Monday, June 12, 2017  
 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, Chair  
 Mr. Thomas Gaspich (arrived 3:05 PM)  
 Mr. Hunter Harvath, Vice Chair (arrived 3:05 PM)  
 Mr. Rick Heuer  
 Mr. Birt Johnson, Jr.  
 Ms. Sharon Larson  
 Mr. Rob Lee

ABSENT: Mr. Stephen Lambert

STAFF PRESENT: Ms. Rosemary Barrios, Controller  
 Dr. Steve Crow, Vice President for Administrative Services  
 Ms. Vicki Nakamura, Assistant to the President  
 Dr. Walter Tribbley, Superintendent/President

OTHERS PRESENT: None

**1. Call to Order**

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:00 PM by Chair Cruzan.

**2. Public Comment**

There were no public comments.

**3. Approval of March 20, 2017 Minutes**

Chair Cruzan asked for comments, and none were offered.

Motion made by Mr. Lee, seconded by Ms. Larson, to approve the minutes of the March 20, 2017 meeting. Motion carried unanimously.

AYES: 5 MEMBERS: Cruzan, Heuer, Johnson, Larson, Lee  
 NOES: 0 MEMBERS: None

ABSENT: 3 MEMBERS: Harvath, Gaspich, Lambert  
ABSTAIN: 0 MEMBERS: None

**4. Accept Bills and Warrants Report**

Chair Cruzan advised the report would be reviewed by page and invited questions. There were no questions on page 1.

Regarding page 2, Mr. Heuer asked about the purchase of CISCO Direct L-LC training in the amount of \$1275. Mr. Crow responded that he assumed the training was needed for the equipment purchased. Staff will research and he will report back at the next meeting. Mr. Heuer also asked if the CISCO expenditures identified as “security upgrade” were for equipment or software upgrade. Mr. Crow explained these purchases were a combination of both equipment and software.

Chair Cruzan inquired if these purchases addressed the Accrediting Commission’s concerns about the college’s technology infrastructure. Mr. Crow responded yes. Mr. Cruzan asked if the equipment was located in one central location or around campus. Mr. Crow stated the majority of the equipment and software were placed in the Information Technology department, behind locked doors. However, some of the equipment and software also extends to campus buildings.

Regarding the CISCO equipment and software expense listed for \$124,272, Mr. Heuer asked if the costs for the components were broken out. He was interested in the cost of the one year maintenance agreement. Mr. Crow explained this type of purchase usually occurred as a package, and Ms. Barrios concurred.

Ms. Larson requested a clearer description be provided in future reports for purchases of this type, to be able to identify what is being purchased. She also asked for an overview of what these purchases would accomplish. Dr. Crow explained these purchases would address a concern stated in the accreditation reports regarding strengthening the District’s internal firewall to prevent cyber attacks on District computers from the outside. Mr. Heuer noted this upgrade would also protect against ransomware. Mr. Johnson asked if the upgrade is being made to network security. Dr. Crow responded yes.

There were no further questions on the report. It was moved by Mr. Johnson and seconded by Ms. Larson to accept the March 31, 2017 bills and warrants report. Motion carried unanimously.

AYES: 7 MEMBERS: Cruzan, Gaspich, Harvath, Heuer, Johnson, Larson, Lee  
NOES: 0 MEMBERS: None  
ABSENT: 1 MEMBERS: Lambert  
ABSTAIN: 0 MEMBERS: None

**5. Bond Expenditure Status Report**

Chair Cruzan reviewed the report, noting the Data Center project had been moved from the future projects category to in process. He invited questions.

Mr. Johnson asked about the status of state bond funds for the Public Safety Training Center facility since the ballot initiative was approved. Dr. Tribley said state matching funds for MPC’s project were not included in the state budget proposed for 2017-18 due to a budget compromise made between the Assembly and Senate. Dr. Crow added the state budget initially included funding for all

of the construction projects proposed by the Chancellor's Office, including MPC's project. Then, the Chancellor's Office requested districts to provide a narrative stating how their projects were related to safety. He said there may be a reconsideration later in the process.

**6. Monterey County Treasurer's Investment Report**

Chair Cruzan asked for questions on the March 31, 2017 quarterly report. Members had no comments or questions.

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

Dr. Tribley provided a review of items that have recently appeared in the media regarding MPC. He stated the District has secured important partnerships with local educational institutions. All five public high schools on the peninsula will now offer MPC classes, with pathways to an associate's degree. This partnership will provide new opportunities for expansion and recovery of enrollment. Also, as part of a dual admissions partnership, Dr. Tribley said MPC will be sharing students with California State University, Monterey Bay. Students will be admitted to both MPC and CSUMB, leading to graduation with a four-year degree. These students will be taking many courses at the Marina Education Center. He explained that the increased enrollment at both the Marina Education Center and Marina High School will assist MPC in attaining a base of 1000 full-time equivalent students at MPC's Fort Ord Center. When this goal is reached, MPC will receive additional state funding. He stated the importance of serving the community as the population expands in the Marina and Seaside areas.

Dr. Tribley also discussed the challenges facing MPC. He said the college is seeking to balance the budget with an operation that is sustainable. He reviewed several fiscal issues, including the status of collective bargaining negotiations.

**8. Membership Update**

Dr. Tribley noted the membership terms of three members, Mr. Cruzan, Mr. Heuer, and Mr. Johnson, will be ending in November 2017. Representatives to replace these members will be needed. Chair Cruzan and Mr. Heuer stated they will identify candidates to represent the Gentrain Society and the taxpayer's association. Dr. Tribley said MPC will advertise for community at-large representatives to replace Mr. Johnson and Mr. Panetta.

**9. Meeting Schedule**

Chair Cruzan reviewed the upcoming meeting dates:

- Monday, August 28, 2017
- Monday, November 6, 2017 (Annual Organizational Meeting)

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

There were no suggestions or announcements.

**11. Adjournment**

Chair Cruzan adjourned the meeting at 3:48 PM.

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<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through June 30, 2017</b>		
Vendor Name	Description of service or purchase	Amount Paid
		<i>Total Expense at March 31, 2017</i>
<b><u>Art Complex</u></b>		\$3,540,290.20
Chris Dinner Heating Inc.	Install hoods and flue pipes for the kilns.	\$15,275.00
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$3,555,565.20</u></b>
		<i>Total Expense at March 31, 2017</i>
<b><u>Music Building</u></b>		\$23,770.35
	No new expense this period.	\$0.00
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$23,770.35</u></b>
		<i>Total Expense at March 31, 2017</i>
<b><u>Furniture/Equipment</u></b>		\$5,337,175.28
KI Inc.	Purchase of: Two rectangular tables, crank base, to be used in the classrooms in the Access Resource Center and the Math Lab. The desks can be adjusted for heights and has adjustable glides.	\$1,042.00
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$5,338,217.28</u></b>
		<i>Total Expense at March 31, 2017</i>
<b><u>General Institutional Bond Mgmt.</u></b>		\$5,692,510.21
	No new expense this period.	\$0.00
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$5,692,510.21</u></b>
		<i>Total Expense at March 31, 2017</i>
<b><u>PSTC Parker Flats</u></b>		\$70,498.52
	No new expense this period.	\$0.00
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$70,498.52</u></b>
		<i>Total Expense at March 31, 2017</i>
<b><u>Infrastructure Phase IV</u></b>		\$74,857.00
Epico Systems	Provide labor and materials for installation of new voltage cabling for the Social Science building.	\$19,915.00
Don Chapin Company	Retention payment for installation of portable kitchen. This work was completed in 2013.	\$3,259.00
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$98,031.00</u></b>

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through June 30, 2017</b>		
Vendor Name	Description of service or purchase	Amount Paid
		<i>Total Expense at March 31, 2017</i>
<b>Data Center Network Security</b>		\$351,114.98
CDW Government	To transfer the expense for 1 Cisco Direct L-LC-Training, from the Data Center Network Security department budget to the Information and Systems Network and Technology Department.	( <u>\$1,275.42</u> )
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$349,839.56</u></b>
		<i>Total Expense at March 31, 2017</i>
<b>Baseball Field</b>		\$0.00
Kasavan Architects	Professional Services consisting of: Planning and design studies and renderings for Baseball Facility upgrades.	\$5,240.00
Alpha Land Surveys	Professional Services consisting of: Provide surveying and mapping services for the baseball field and surrounding areas.	<u>\$7,250.00</u>
		<b>To Date Expense through June 30, 2017</b>
		<b><u>\$12,490.00</u></b>
<b>Closed Projects</b>		
Old Library		\$21,279.52
Early Start - Walkway/Safety Improvements		\$225,630.18
Early Start -Telephone System Upgrades		\$599,414.48
Early Start - As Built Drawings		\$209,792.00
Early Start - Roof Repairs		\$480,255.64
Early Start - HVAC Repairs	Social Science/Computer Science buildings.	\$618,538.68
Early Start - Landscaping	Library technology area.	\$438,292.96
Early Start - Vehicles		\$187,070.27
Early Start - Master Signage Plan		\$53,890.42
Early Start - Auto Technology Bldg	HVAC replacement.	\$16,443.00
Drafting Bldg	Furnace replacement.	\$13,974.00
Early Start - New Plant Services Bldg	Costs over state funding for new building.	\$487,574.35
Early Start - Demolition of Old Plant Services Bldg		\$63,521.68
Environmental Impact Report - Campus		\$154,162.67
Business & Computer Science Bldg	Seismic design.	\$7,981.84
Humanities Bldg	Seismic design.	\$16,375.04
International Center Bldg	Blue Prints.	\$14.71
Physical Science Bldg	Architectural Services, for potential elevator replacement.	\$6,986.44
Life Science Bldg	Architectural Services, for potential elevator replacement.	\$7,793.83

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through June 30, 2017</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b>Closed Projects (continued)</b>		
Pool/Tennis Courts	Preliminary architectural services.	\$206.00
Physical Education Facility		\$1,488,294.29
PE Field/Track		\$14,848,446.67
Fitness Phase IB		\$899,827.93
College Center Renovation		\$23,608.41
Social Science Renovation		\$863,696.74
Music/Theater Building		\$22,732.50
Family and Consumer Sci		\$67,671.12
Gymnasium Building	Floor/Seismic/Bleachers.	\$877,847.00
Lecture Forum Renovation		\$2,117,203.20
Child Development Center		\$1,029,198.71
Infrastructure/Parking		\$20,886,001.04
Infrastructure 2		\$2,481,606.93
New Administration/Old Library Building		\$4,712,191.10
Public Safety Training Center Renovation		\$7,478,201.30
Auto Technology Building Renovation		\$958,602.22
Business & Computer Science (includes Math)		\$2,215,417.93
New Student Services Building		\$9,681,388.03
New Education Center at Marina		\$8,159,654.52
PE Phase II (Gym/Locker Room Renovation)		\$3,810,035.95
Pool Renovation (includes Pool Building)		\$2,047,493.00
Student Center Renovation		\$6,157,617.00
Humanities, Bus-Hum, Student Services		\$3,543,043.00
Infrastructure- Phase III		\$6,458,266.00
Life Science /Physical Science		\$10,832,201.00
Swing Space / Interim Housing		\$5,777,350.00
Theater		\$10,382,736.00
	<b>To Date Expense through June 30, 2017</b>	<b><u>\$131,429,529.30</u></b>
	<b>Total Payments (closed projects, under construction, and planned projects)</b>	<b><u>\$146,570,451.42</u></b>



**BOND EXPENDITURE REPORT 6/30/2017**

Agenda Item #6 - REVISED

Total Budget With Other Funds	Projects	A Total Bond Budget	B Total Bond Prior Year Expenses	C 2016-2017	A-B-C	(B+C)/A	
				Year to Date Bond Payments	Bond Budget Balance	% Bond Cost	% Construction Schedule
	<b>In Process</b>						
\$3,795,585	Arts Complex	\$3,795,585	\$3,540,290	\$15,275	\$240,020	94%	70%
\$5,685,000	Furniture & Equipment	\$5,837,175	\$5,337,175	\$1,042	\$498,958	91%	99%
\$358,463	General Contingency	\$358,463	\$0	\$0	\$358,463	0%	0%
\$574,857	Infrastructure - Phase IV	\$574,857	\$74,857	\$23,174	\$476,826	17%	20%
\$400,000	Data Center Network Security	\$400,000	\$0	\$349,840	\$50,160	87%	85%
<b>\$10,413,905</b>	<b>Total in Process</b>	<b>\$10,966,080</b>	<b>\$8,952,322</b>	<b>\$389,331</b>	<b>\$1,624,427</b>		
	<b>Future</b>						
\$750,000	Baseball Field	\$750,000	\$0	\$12,490	\$737,510	2%	0%
\$1,200,000	Music	\$1,200,000	\$23,770	\$0	\$1,176,230	2%	0%
\$12,000,000	PSTC Parker Flats	\$6,000,000	\$70,500	\$0	\$5,929,500	1%	0%
<b>\$13,950,000</b>	<b>Total Future</b>	<b>\$7,950,000</b>	<b>\$94,270</b>	<b>\$12,490</b>	<b>\$7,843,240</b>		
	<b>Completed</b>						
\$1,057,576	Early Start/Completed-HVAC Repairs	\$618,539	\$618,539	\$0	\$0	100%	100%
\$2,965,574	Early Start/Completed-New Plant Serv Bldg	\$487,574	\$487,574	\$0	\$0	100%	100%
\$599,414	Early Start/Completed-Telephone System	\$599,414	\$599,414	\$0	(\$0)	100%	100%
\$67,671	Family Consumer Science	\$67,671	\$67,671	\$0	\$0	100%	100%
\$1,517,774	Gym - floor/seismic/bleachers	\$877,847	\$877,847	\$0	\$0	100%	100%
\$2,481,607	Infrastructure - Phase II	\$2,481,607	\$2,481,607	\$0	\$0	100%	100%
\$20,886,001	Infrastructure - Phase I	\$20,886,001	\$20,886,001	\$0	\$0	100%	100%
\$2,117,203	Lecture Forum Renovation	\$2,117,203	\$2,117,203	\$0	\$0	100%	100%
\$7,427,191	New Admin / Old Library Renovation	\$4,712,191	\$4,712,191	\$0	(\$0)	100%	100%
\$5,413,198	New Child Development Center Bldg	\$1,029,198	\$1,029,198	\$0	\$0	100%	100%
\$21,420,211	Other Early start / completed	\$1,950,012	\$1,950,012	\$0	\$0	100%	100%
\$17,336,569	PE Field Track, Fitness Building	\$17,236,569	\$17,236,569	\$0	\$0	100%	100%
\$863,697	Social Science Renovation (inc. Seismic)	\$863,697	\$863,697	\$0	\$0	100%	100%
\$7,478,201	Public Safety Training Center Renov.	\$7,478,201	\$7,478,201	\$0	\$0	100%	100%
\$1,000,000	Auto Technology Building	\$958,602	\$958,602	\$0	(\$0)	100%	100%
\$2,300,000	Business Computer Science	\$2,215,418	\$2,215,418	\$0	\$0	100%	100%
\$8,300,000	New Ed Center Building at Marina	\$8,300,000	\$8,159,654	\$0	\$0	98%	100%
\$9,700,000	New Student Services Building	\$9,700,000	\$9,681,388	\$0	\$0	100%	100%
\$3,830,000	PE Phase II - Gym/Locker Room Renov.	\$3,830,000	\$3,810,036	\$0	\$0	99%	100%
\$2,640,519	Pool Renovation	\$2,640,519	\$2,047,493	\$0	\$0	78%	100%
\$6,157,617	College Center Renovation	\$6,157,617	\$6,157,617	\$0	\$0	100%	100%
\$6,614,000	Humanities, Bus-Hum, Student Services	\$3,543,043	\$3,543,043	\$0	\$0	100%	100%
\$6,458,266	Infrastructure - Phase III	\$6,458,266	\$6,458,266	\$0	\$0	100%	100%
\$10,832,201	Life Science/Physical Science	\$10,832,201	\$10,832,201	\$0	\$0	100%	100%
\$5,800,000	Swing Space / Interim Housing	\$5,777,350	\$5,777,350	\$0	\$0	100%	99%
\$10,382,736	Theater	\$10,382,736	\$10,382,736	\$0	\$0	100%	100%
<b>\$165,647,226</b>	<b>Total Completed</b>	<b>\$132,201,476</b>	<b>\$131,429,529</b>	<b>\$0</b>	<b>(\$1)</b>		
<b>\$190,011,131</b>	<b>Total All Projects</b>	<b>\$151,117,556</b>	<b>\$140,476,121</b>	<b>\$401,821</b>	<b>\$9,467,667</b>		
	<b>General Institutional-Bond Management</b>		\$5,692,510	\$0			
	<b>Total Bond Funds Spent to Date</b>		<b>\$146,168,631</b>	<b>\$401,821</b>			
			<b>\$146,570,451</b>				

# MONTEREY PENINSULA COLLEGE

## Citizens' Bond Oversight Committee Members and Terms

	<b>NAME</b>	<b>MEMBERSHIP CRITERION</b>	<b>TERM</b>
◆	Wayne Cruzan	GENTRAIN Society (college support organization)	3rd term (11/2015 – 11/2017)
	Tom Gaspich	Carmel Foundation (senior citizens' organization)	2nd term (11/2016 – 11/2018)
	Hunter Harvath	Monterey County Hospitality Association (business organization)	2nd term (11/2016 – 11/2018)
◆	Rick Heuer	Monterey Peninsula Taxpayers Association	3rd term (11/2015 – 11/2017)
◆	Birt Johnson, Jr.	Community at-large member	3rd term (11/2015 – 11/2017)
❖	Stephen Lambert	Associated Students of Monterey Peninsula College (student government)	1st term (10/2015 – 11/2017)
★	Sharon Larson	Monterey Peninsula College Foundation (college support organization)	2nd term (11/2016 – 11/2018)
	Rob Lee	Monterey Peninsula Chamber of Commerce (business organization)	2nd term (11/2016 – 11/2018)

- ◆ - denotes members who will be completing their third term on the committee in November 2017.
- ❖ - denotes members who will be completing their first term on the committee in November 2017.
- ★ - denotes membership change