



Approved
Minutes of the Regular Meeting of the Citizens' Bond Oversight Committee
(Oversight of Measure C and G Bonds)
Tuesday, March 9, 2021

Members Present:

Joan Barram (Co-Chair)
Marge Bruno
Ty Conner
Amine Khechfé
Karina (Vishala) Thiagarajan
Bruce Tolley (Chair)

Staff Present:

Tom Armstrong
Becky Bartindale
Joel Cadiz
Susan Cheu
Pam Grey
Lloyd Holmes
Jennifer Mahato
Carla Maitland
Judy Miner
Joe Moreau
Raquel Puentes-Griffith
Tonette Torres
Bret Watson

Ann Kennedy Group Present:

Mike Chegini

CliftonLarsonAllen, LLP Present:

Syed Farhan
Renee Graves

The meeting was held pursuant to State of California Executive Order N-29-20, dated March 17, 2020. All members of the Citizens' Bond Oversight Committee participated in the meeting by teleconference. In compliance with Santa Clara County Public Health Department's shelter-in-place order to limit the spread of COVID-19, no public gathering space was provided for the meeting.

REGULAR MEETING – PUBLIC SESSION

Committee Chair Bruce Tolley called the meeting to order at 3:00 p.m.

Public Comment

No members of the public addressed the committee.

Approval of Minutes for February 2, 2021

Action: Approved the draft minutes of the February 2, 2021, Special Meeting of the Citizens' Bond Oversight Committee meeting (Oversight of Measures C and G Bonds).

Motion by Joan Barram, second by Amine Khechfé.

Final Resolution: Motion carries

Aye: Joan Barram, Marge Bruno, Ty Conner, Amine Khechfé, Karina Thiagarajan, Bruce Tolley

COMMITTEE BUSINESS

1. Correspondence Received by Members

No correspondence was reported.

2. Approval of the 2021 CBOC Meeting Calendar

Action: Approved the 2021 schedule of Citizens' Bond Oversight Committee meetings.

Motion by Amine Khechfé, second by Ty Conner.

Final Resolution: Motion carries

Aye: Joan Barram, Marge Bruno, Ty Conner, Amine Khechfé, Karina Thiagarajan, Bruce Tolley

MEASURE C REPORTS

3. Measure C Performance / Financial Audits

Susan Cheu, the Vice Chancellor of Business Services introduced Renee Graves from the district's independent auditing firm CliftonLarsonAllen LLP (CLA). Renee Graves provided an overview of the Measure C Performance and Financial Audits for fiscal year ending June 30, 2020 to the Citizens' Bond Oversight Committee members.

Renee Graves reported that 36 transactions totaling \$1,916,456 were selected for sampling and each expenditure was found to be properly expensed on the authorized bond projects as listed on the voter-approved bond project list and were supported by proper bid documentation as applicable.

Renee Graves stated that CliftonLarsonAllen, LLP issued a clean, unmodified opinion of the Measure C financial statements for fiscal year ending June 30, 2020 and found that Foothill-De Anza Community College District has properly accounted for Measure C bond expenditures and only used funds for projects approved by the voters.

4. Projects Financial Update

Vice Chancellor Susan Cheu reviewed the Quarterly Summary Report as of 12/31/2020, and noted that Measure C is in the wind-down phase and all current Measure C Projects are currently in the Ok – green check mark status.

Susan Cheu reported that Project Number 279 – Re-roof Science Buildings SC1 & SC2 is currently underway at De Anza College and Pam Grey the Vice President of Administrative Services is elated to have this project commence.

5. Bond List Revisions

Vice Chancellor Susan Cheu stated the governing board approved one Bond List Revisions (BLRs) at the November 2, 2020, Board meeting during the period ending December 31, 2020 and the revisions were all related to budget transfers for Measure C Projects.

6. Review of Draft Measure C Annual Report

Action: Approve the 2019-2020 Citizens' Bond Oversight Committee Annual Report as presented.

Motion by Marge Bruno, second by Amine Khechfé.

Final Resolution: Motion carries

Aye: Joan Barram, Marge Bruno, Ty Conner, Amine Khechfé, Karina Thiagarajan, Bruce Tolley

Committee Chair Bruce Tolley and Co-Chair Joan Barram expressed gratitude to Mike Chegini for his work on developing this web-based report and to Susan Cheu and Carla Maitland for making the report more of a public-facing document with project descriptions that are easy to digest and understand.

MEASURE G REPORTS

7. Measure G General Obligation Bond Program Planning Update

Vice Chancellor Susan Cheu provided an update regarding the Measure G General Obligation Bond Program Planning to the committee since our last meeting held on February 2, 2021.

ADJOURNMENT

Committee Chair Bruce Tolley adjourned the meeting at 3:57 p.m.