Independent Citizens' Bond Oversight Committee **August 15, 2017**
Meeting Minutes **(Approved October 17, 2017)**

Members Present:	Debbie Barnum Raye Clendening Dick High	Ted Owen Lee Reich Juana Reyes
Others Present:	Larry Barry Wendy Cohen John Dacey Lauren Dacey	Kristen Huyck Charlie Ng Katie White
Prior Notification of Absence:	Yolanda Silva, Tom Macias, Geoff Bachanas	

I. Welcome

The meeting was called to order at 2 p.m. and committee introductions were made.

II. Public Comments

Larry Barry, supporter of Measure MM, addressed the committee and stated to the committee the work they will be doing is important and encouraged members to ask questions and be an advocate.

III. Approve Meeting Minutes from May 16, 2017 and In-Service Workshop on June 20, 2017

By motion of committee member Clendening, seconded by committee member High, the minutes of the regular meeting of May 16, 2017, and the In-Service Workshop of June 2017, were approved as amended.

IV. ICBOC Handbook

Revisions to the ICBOC Handbook from the last meeting have been made with the exception of adding additional meeting dates and reinstating subcommittees. The two requested changes will be placed on the September 14, 2017 board agenda.

V. Board Agenda Item to Amend Number of Meetings per Year and Amend Subcommittees

The committee reviewed the proposed board docket for the September 14, 2017 board meeting to change the number of meetings per year from four to twelve, and recommended to form subcommittees as needed.

By motion of committee member Owen, seconded by committee member Reich, the committee approved increasing the number of meetings per year from four to twelve.

By motion of committee member High, seconded by Clendening, the committee is recommending to the board of trustees to allow the Independent Citizens' Bond Oversight Committee to form subcommittees as needed.

VI. Staff Reports

Staff reports will be combined into standing reports.

VII. Standing Reports

a. Status of Design

The RFPQ for bond program design architectural, geotechnical, and civil engineering services and has been posted. The selection for Phase 1 services will go to the board

for approval in October. A pool is being created from the responses received for future projects and is being set up based upon specific qualifications as outlined in the RFPQ.

The committee briefly discussed process and reviewed sample reporting documents. The quarterly report will be placed on the website. Bond dollars can be used to produce the reports, however, funds cannot be used to send out updates to the community. If the committee increases meetings to twelve, there will be monthly updates. A status update on the program and projects will be provided at the next meeting.

b. Status of Construction
No status at this time for bond projects.

c. Status of Contracts Let
Kitchell is the only contract at this time and there has been one amendment to the contract for a 30-day extension (no additional costs incurred). A brief overview of the original contract was provided. A second amendment to Kitchell's contract will go before the board in August to approve the full scope of services for program management.

The committee has requested a one-page overview of what will be covered in the scope of services to be used as talking points if asked questions. The committee determined that questions from the community should be directed to the committee chair. If there are items come up, the Public Information Office should be notified.

d. Scope of Services for Negotiated Contracts
Environmental consultant has completed two of the three EIR's and two exemptions were filed. Concerns from the community have been voiced regarding the new parking lot, noise, lighting, safety of the lot. A community meeting to address concerns was held and representatives from the district and Kitchell were present.

e. Status of Finance (Cost to Date)
MCCD received a Triple A rating from Moody's and Standards & Poor's for the bond issuance. The district is financially strong in addition to having strong reserves. An announcement will be made to the public when the bonds are available for purchase. The district will receive the bond proceeds from the sale in September.

VIII. Items for Next Agenda

- Project reports
- One-page overview
- Deliverables
- Reporting Organizational Chart
- Next meeting October 17, 2017
- Cancel November 14, 2017 meeting
- Meeting for December will be December 5, 2017

IX. Adjournment
Meeting adjourned 3:22 p.m.

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Debbie Barnum
Committee Chair