HARTNELLCOLLEGE

Citizens' Bond Oversight Committee for Measure T Minutes
July 19, 2023 3:00 pm [APPROVED]
411 Central Avenue, Building E, Room E112, Salinas, CA 93901

MEMBERS

Name	Member Category	Present	Absent
1. Willard Lewallen	College Support Organization Rep	x	
2. Lupe Kinnear	Senior Citizens' Organization Rep	x	
3. Colleen Stanley	At-Large	x	
4. Paul Farmer, Co-Chair	Business Organization Rep	x	
5. Timothy Miguel	At-Large		x
6. Sonia Jaramillo, Chair	Business Organization Rep	x	
7. Francis Wong	Student	x	
8. VACANT	Tax Payer Organization Rep		

Others

Name	Title or Representing	Present	Absent
Michael Gutierrez	Superintendent/President, Hartnell College	x	
Graciano Mendoza	VP, Administrative Services, Hartnell College	x	
Joseph Reyes	Executive Director, Facilities Planning and Construction Management, Hartnell College	x	
David Techaira	Controller HCCD	x	

CALL TO ORDER & INTRODUCTIONS — Sonia Jaramillo
The meeting called to order at 3:02 PM.

ADOPTION OF THE AGENDA — Sonia Jaramillo
Motion: C. Stanley
2nd: P Farmer
Adopted: Unanimous approval for adoption.

PUBLIC COMMENTS
No public comments

ACTION ITEMS
1. Consider: Adoption of previous meeting(s) minutes — Sonia Jaramillo
   Motion: P. Farmer
   2nd: L. Kinnear
   Approved: Unanimous approval
2. Election of new Chair(s) — Sonia Jaramillo
   Discussion was held.

Hartnell College Vision Statement: *Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.*
Hartnell College Mission Statement: *Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.*

Nomination of Sonia Jaramillo
2nd: P. Farmer
Elected: Unanimous approval.

Co-Chair:
Nomination: Paul Farmer
2nd: S. Jaramillo
Elected: Unanimous approval

INFORMATION/DISCUSSION/PRESENTATIONS

1. President's Report — Michael Gutierrez

Mr. Gutierrez shared an abbreviated presentation that had been presented to the trustees in April. The presentation identified the status of the new centers and how the district is looking forward on Increasing attendance, staffing, and programs/courses being taught. Through Panther prep, working with high schools and being a presence on high school campuses, they registered 1,000 students. Of the senior grads in the district boundaries Hartnell is seeing approximately 50% of the grads enrolling here. Dual enrollment (attending high school and taking Hartnell class(es) had 625 students.

2. Project Status — Joseph Reyes

Currently three projects are in various stages. Bldg. K is on schedule to be completed December 2023. Bldg. J is in preparation to advertise the Request for Proposals and mandatory site walk-through in Sept. Bid opening is slated for October and a construction start of January 2024. This will be a 12-month project. The practice field and track are still in review at DSA. The district has scheduled going out to bid this fall semester, but until DSA approves and releases the project we are in a holding pattern.

As an FYI there is one other project that the district will undertake, which is the renovation of the CDC playground. This is not a Measure T project. Also, the Counseling suite of offices is almost complete, and again not a Measure T project, the renovation was done as the space was vacated by a student support program moving to the second floor of building B.

Q&A: Member inquired if there would be an elevator in the renovation of building J.
No. The cost was found to be prohibitive for the creation of a new elevator. The building is served by ramps which do meet all ADA requirements.

3. Financials — David Tachaira/Graciano Mendoza

Controller Tachaira reported that the Measure T Funds are following the required spend down rate. The information on expenses from inception of the bond to the current closed month (June) and for the recently closed FY 2023 was gone over. The three Phase 3 active projects (K, J and practice field are at 38%, 5% and 8% of their budget for this past fiscal year. The remaining Phase 1 project (Bldg. D and E.) reflects 64% of its budget has been expended. While work is 100% complete, paperwork in the form of pay applications are still to be presented for payment which identifies the percentage less than 100% of a completed project. Projects are spending within their budget and at the appropriate rate.

Q&A: Member asked what was the percentage rate being seen on funds not in use or encumbered.
1.5% to 1%. Interest rate on funds that are in "holding" are seeing just a small interest rate. What is earned does stay in the bond dollars for use on the allocated projects.

4. Annual Report — Dawn Henry
   Explanation was provided on past committees and their procedure on drafting the annual report. It is a four-page document, where in page 2 information is supplied by the district as are the column data that contains information required to be in every report. Page 1 and 4 have been utilized as the current status and future status of the projects. The third page is the letter to the community typically written by the Chair. Discussion ensued and P. Farmer, C. Stanley and S. Jaramillo volunteered to work on the draft. The goal is to have a draft to present to the remaining members to review and vote on at the October meeting. After approved, the draft goes to the President's office. Final clean up of the report (grammar checks, page layout etc.) is done and then the report is presented to the board of trustees. Following that it will be converted to Spanish and posted to the website.

5. Committee membership status: — Dawn Henry
   It was noted that both F. Wong and T. Miguel have served their allotted time on the committee. However, recruitment for a new member at large, tax group member and a student representative are ongoing. Current members are encouraged to network for any of these positions.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

NONE

NEXT MEETING(S)
January 17, 2024
April 17, 2024

ADJOURNMENT
Meeting was adjourned at 3:43 pm — Sonia Jaramillo