



## MINUTES

### **BOND CITIZENS' OVERSIGHT COMMITTEE CHAFFEY COMMUNITY COLLEGE DISTRICT**

**Monday, November 15, 2021**

**Videoconference**

**1:30 p.m. – 3:00 p.m. Regular Meeting**

#### **Committee Members Present/Area of Representation:**

- Cook, Ed.....Member at Large, Montclair
- Douge, Rousselle.....Student, Rancho Cucamonga
- Harwood, Jamie.....Business Organization, Chino
- Riley, Richard.....Taxpayer Organization, Ontario
- Sanchez, Loren.....Advisory/Foundation, Upland
- Scaggs, Wayne.....Member at Large, Chino Hills
- Skeers, Aaron.....Member at Large, Rancho Cucamonga
- Voigt, Audrey.....Senior Advisory, Upland

#### **Chaffey College Personnel Present:**

- Ament, Troy.....Interim Vice President, Administrative Services, Emergency Operations, Facilities and Construction, Chaffey College
- Arellano, Myriam.....Accounting Manager, Chaffey College
- Cabildo, Patrick.....Interim Executive Director, Fiscal & Audit Services, Chaffey College
- Erickson, Kim.....Executive Director, Business Services, Chaffey College
- Ramirez, Eva.....Executive Assistant, Chaffey College
- Riley, Sarah.....Manager, Facilities Development, Chaffey College
- Shah, Samir.....Bond Program Manager, Chaffey College
- Shannon, Henry.....Superintendent/President, Chaffey College

- I. WELCOME and INTRODUCTIONS — The meeting was convened at 1:30 p.m. by Jamie Harwood, chair of the Citizens' Oversight Committee. She read the following statement:

*Pursuant to AB361 (Cal. Gov. Code section 54953), members of the Bond Citizens' Oversight Committee of the Chaffey Community College District, staff, and the public will be able to participate in this meeting via videoconference. This meeting may be accessed by the public at the Chaffey College Bond Citizens' Oversight Committee Webpage.*

*Public comments for this meeting will be accepted via email and real-time at the meeting. Email public comments should be sent to [presidents.office@chaffey.edu](mailto:presidents.office@chaffey.edu). Email submissions must be received prior to the posted start time of the meeting. All submissions received will be considered a public record under the Public Records Act and are therefore subject to public disclosure. Submissions will be read into the record at the meeting and must comply with the three-minute time limit.*

Self-introductions took place.

- II. PUBLIC COMMENTS – There were no public comments.
- III. COMMITTEE MEMBERSHIP – Chair Harwood welcomed new committee member Rousselle Douge. Ms. Douge, a student at Chaffey College, is president of Chaffey College Student Government, and serves as the student trustee.
- IV. APPROVAL OF MINUTES FROM MAY 24, 2021 – The minutes from the May 24, 2021 meeting were approved as presented. Motion by Loren Sanchez, second by Rousselle Douge.

Yeas: Douge, Harwood, Riley, Sanchez, Scaggs, Skeers  
Nays: None

- V. BONDS UPDATE (MEASURES L AND P) — Troy Ament, Interim Vice President, Administrative Services, Emergency Operations, Facilities and Construction, Chaffey College, provided a presentation pertaining to Measures L and P (see attached).
  - a. New Instructional Building, Chino Campus – Construction drawings have been approved by the Division of State Architect (DSA) and by the Chancellor’s Office; prequalification application review for design-bid-build firms is in process; a bond team construction manager has been hired and is reviewing schedules and plans; the project is on schedule for completion April 2024.
  - b. New Fontana Campus – The College purchased 14 acres of land on Sierra Avenue, south of the 10 Freeway to build a new campus; master planning for the new campus has been completed; project is now in the criteria architect selection phase; next steps include holding user group meetings, design-build entity prequalification, and design-build entity request for proposals/qualifications (RFP/RFQ) process.
  - c. New Library/Learning Commons, Rancho Cucamonga Campus – First design-build project for the College; criteria architect is LPA Architects; project is now in selection phase for design-build entity.
  - d. Michael Alexander Campus Center (MACC) Renovation and Expansion – Project architect is HGA Architects; scope is renovation and expansion of the first floor to enlarge dining and kitchen areas; project is in the schematic design phase; user workgroups are meeting to finalize layouts.
  - e. Swimming Pool Renovation – Project architect is HMC Architects; project scope is full renovation of existing site; workgroup meetings are underway; project is in schematic design phase; project completion expected April 2024. The new pool area will include classrooms, storage, offices, and covered bleachers. The size of the pool will not change (competition pool size, not Olympic size).
  - f. Ontario Property Update – The purchase of 19.1 acres in the Ontario Ranch area near Cantu-Galleano Ranch Road and Milliken Avenue is complete; parcel consolidation and fencing is in process; master planning architect is DLR Group; next steps include master planning workgroup meetings; master plan target completion date is August/September of 2022.

- g. Americans with Disabilities Act (ADA) Assessment – An ADA assessment was completed for all campuses by 19-6 Architects; final report was received in January 2021; development of project plans for DSA submittal and approval is underway.
- h. Summary of Funds, Measure P – A summary of program funds for the Measure P Bond, as well as other funding sources, was reviewed. The program funds total is \$719,687,609. The Measure P Bond funds total is \$701,355,739.
- i. Remaining Funds, Measure P – A summary of remaining funds for the Measure P Bond, as well as other funding sources, was reviewed. The remaining balance is \$2,000,000 (this does not include funds that have been committed or allocated to projects).
- j. Measure L Updates – The boiler retrofit project is the only outstanding Measure L project; scope is to replace Central Plant boilers and eliminate need to repair failing underground hot water loop piping; project includes 24 stand-alone boilers at designated buildings; currently in DSA review phase.
- k. Summary of Funds, Measure L – A summary of program funds for the Measure L Bond, as well as other funding sources, was reviewed. The program funds total is \$330,731,813. The Measure L Bond funds total is \$251,638,512.
- l. Remaining Funds, Measure L – A summary of remaining funds for the Measure L Bond, as well as other funding sources, was reviewed. The remaining balance is \$105,403 (this does not include funds that have been committed or allocated to projects). The boiler retrofit project should use up all remaining Measure L funds.
- m. Questions
  - i. In response to a question from Dr. Loren Sanchez, Mr. Ament provided information about the baseball field backstop, which was damaged in a windstorm last year. An insurance claim was filed, and the repair will need to go to DSA for approval. It may be another 12-18 months before the repairs are completed; however, the baseball team has been using the field for practice.
  - ii. Dr. Shannon mentioned that the College received a request inquiring why it is taking so long to use all of the Measure L Bond funds (the Bond was passed in 2002). Kim Erickson, executive director of business services, explained that the District was able to leverage the bond funds by investing them early on and by issuing refunding bonds. Additionally, after the recession of 2008/2009, the College issued an endowment bond, which allowed for keeping bond funds longer than the usual spending period. A portion of the endowment bond was allocated to a state funded project which was postponed by the state until 2020. This project is currently in progress. Dr. Shannon mentioned that most of the original funding has been spent and what is being spent now is the balance and additional funds that were earned.

- VI. PERFORMANCE AUDIT – Patrick Cabildo, Interim Executive Director of Fiscal and Audit Services, Chaffey College, introduced Heather McGee from CliftonLarsonAllen, LLP (CLA). CLA conducted the performance audit for Measures L and P for the year ending June 30, 2021 (see attached report). Ms. McGee highlighted the conclusion found on page 4, which reads:

*The results of our test indicated that, in all significant respects, the Chaffey Community College District has properly accounted for the expenditures of the funds held in the Measure L, March 2002 and Measure P, November 2018 Bond Building Funds and that such expenditures were made for authorized bond projects. Further, it was noted that the funds held in the Measure L, March 2002 and Measure P, November 2018 Bond Building Funds and expended by the District were used for salaries and benefits only to the extent allowable.*

In response to a question from Wayne Scaggs, Ms. McGee explained that there are some school districts that receive negative audit reports; however, Chaffey College has not had that occur. Districts that have received a negative audit report have suffered repercussions such as negative press, and the firing of the CEO. Dr. Shannon added that the purpose of this committee is to ensure proper expenditure of Chaffey College’s bond funds.

In response to a question from Rousselle Douge, Ms. McGee provided additional information about the procedures performed as part of the audit.

- VII. COLLEGE UPDATE – Dr. Henry Shannon, superintendent/president of Chaffey College, provided a report regarding the following College activities (see attached).
- a. Report to the Community – A virtual Report to the Community event was held on Thursday, November 4; the video and booklet are available online. Dr. Shannon mentioned that as part of the College’s promise to keep the public informed, page 25 of the Report to the Community booklet contains information about the Bond programs.
  - b. MacKenzie Scott Gift – In June of this year, Chaffey College received a generous and historic gift of \$25 million from author and philanthropist MacKenzie Scott. The College is developing a plan for use of these funds.
  - c. Return to Campus/Vaccine Mandate – The College issued a vaccine mandate in August 2021. Most employees and students have complied with the mandate, and it is going well overall. A taskforce comprised of students and employees was formed to develop the college’s return to campus plan, emphasizing on a slow, safe, and sustainable return. The College is well stocked on personal protective equipment and has also installed air purifiers in most locations. Mr. Ament mentioned that the College is proud to have had no person-to-person transmission of COVID-19 occurring at any of its campuses. Currently, approximately 20% of classes are being held in person with the rest online, for the spring 2022 semester, approximately 1/3 of classes will be held in person, mostly labs and courses that cannot easily be taught online. The College is watching for any surges of COVID-19 following the 2021 holidays, but hopes to return to normal operations by fall of 2022.
  - d. Degrees and Certificates Awarded for 2020-2021 – Despite the pandemic, Chaffey College is still achieving positive outcomes in degrees and certificates awarded. Additionally, the College was recently named No. 4 California community college for

granting associate’s degrees to Hispanic students. The College is also receiving the 2021 Equity Champion of Higher Education for exemplary work in awarding Associate Degrees for Transfer (ADT) to Latinx students.

- e. Enrollment Information Fall 2021 – Enrollment is down 3.2% this year over last year. College enrollments have been down nationwide on account of the pandemic, with other colleges seeing a much larger decline in enrollment. Students are struggling to balance their lives with their studies.
- f. President’s Update September and October 2021 – Copies were provided.
- g. Other – None

#### VIII. QUESTIONS/ANSWERS/DISCUSSION

- a. In response to a question from Dr. Loren Sanchez, College representatives explained that the plan is to close and sell the existing Fontana campus site once the new Fontana campus is open. The College made attempts to expand the existing site, but surrounding businesses were reluctant to sell at a reasonable price, and there is no other land to expand to.
- b. Rousselle Douge inquired about programs that will be offered at the new campuses. She explained the importance of high-wage careers due to the cost of living in this region. Dr. Shannon mentioned that the College is focusing on high-demand, high-wage sectors. Mr. Ament mentioned that the [Measure P Bond Program Update webpage](#) and the [Fontana Campus Master Plan](#) contain additional information.

- IX. ADJOURN – The meeting was adjourned at 2:20 p.m.

*Documents referenced in these minutes are available on the Chaffey College Bond Citizens’ Oversight Committee website: <https://www.chaffey.edu/facilitiesdevelopment/citizens-oversight.php>*

**The next meeting of the Citizens’ Oversight Committee will take place in spring 2022.**