



**Foothill-De Anza  
Community College District**

12345 El Monte Road, Los Altos Hills, CA 94022 650-949-6200

**MEASURE C  
CITIZENS' BOND OVERSIGHT COMMITTEE  
June 15, 2010  
MEETING MINUTES**

**Members Present:** James Sandstrom - Chair, Representative, Senior Citizens' Organizations  
Carol Johnson - Vice-Chair, Member at Large  
Anita Manwani Bhagat - Representative, Foothill-De Anza Auxiliary Organization  
Robert Lancefield – Representative, Taxpayer Association  
David Bergman – Representative, Business Organization  
Dudley Andersen - Member At Large  
Sarah Wiehe - Student Representative

The following staff and others were present:

**Staff:**

Charles Allen	Andy Dunn
Tom Armstrong	Art Heinrich
Linda Thor	Letha Jeanpierre
Shirley Treanor	Hector Quinonez
Donna Jones-Dulin	

**Gilbane/MAAS:**

Ann Kennedy	Casey Michaelis
Scott Jewell	Jeff Scogin

Prior to the CBOC meeting, members and others convened for a walking tour of selected De Anza College Measure C projects.

**Call To Order**

CBOC Chair Sandstrom welcomed all members to the meeting and called the meeting to order at 6pm.

**1. Approval of the Agenda**

**M/S/C:** Weihe/Bergman

**Action:** Approved

**2. Approval of Minutes**

**M/S/C:** Weihe/Johnson

**Action:** Approved the minutes from the March 9, 2010 meeting

**3. Input from Public on Items not on Agenda**

None

**4. Reports from Staff**

Andy Dunn noted that a number of members did not receive their packets in the mail. It was noted in the record that electronic packets would be available, possibly at the next meeting, and email correspondences would be sent to committee members to ensure their correct address for mailing.

**5. Correspondence Received by Members**

None

**6. Meeting Conduct and Ground Rules**

The attached meeting conduct and ground rules that were developed a few years ago by the committee were distributed to new members. The Committee members acknowledged having read the meeting conduct and ground rules.

**7. Measure C Spending Plan Update**

Andy Dunn discussed the spending plan attachment. Andy advised that FHDA would need to make another issuance of bonds near the beginning of the next calendar year, in early 2011. Charles Allen discussed the rate of spending and advised that the spending rate will be watched closely over the last few months. Carol Johnson asked if delays or favorable pricing contributed to this situation. Charles Allen replied that the favorable bids may have contributed to the execution rate being behind the previous forecasts but that the volume of work to process all of the design and construction actions may have also contributed.

**8. Program / Project Management Review**

Charles Allen summarized the findings of the report and the planned actions as shown in the attachment. Charles Allen was asked if it were possible to move some items from “yellow” to “green” in terms of evaluation as various planned actions are taken by the District. Charles Allen replied that when we complete the planned action as shown in the report, we expect that the item will in effect be moved from the yellow or red category to the “green” category. FHDA will continue to report to the committee as to progress on the planned actions.

**9. Construction Project Photo Highlights**

Charles Allen narrated a power point presentation that showed photo highlights of active projects. The committee asked that information on the Mediated Learning Center award for best overall sustainable design be included in the annual report.

**10. Bond List Revisions**

Ann Kennedy summarized the most recent Bond Project List revisions as presented to the Board of Trustees in February, March, April, May, and June, 2010.

**11. Projects Financial Update**

Ann Kennedy presented the Capital Projects Update – Measure C Whole Program Report and the CBOC Quarterly Summer Report.

Jim Sandstrom asked about the upcoming audit. Hector Quinonez explained that Perry-Smith visits the District for 2 weeks in June every year. Perry-Smith will finish their audit in September and will provide a progress report at that time. Jim asked that an update on the audit be provided at the September meeting.

**12. Adjournment**

The meeting was adjourned at 7:00 p.m.

Jim Sandstrom thanked Andy Dunn for his service on behalf of the committee.

**The next meeting and campus tour are scheduled for Tuesday, September 21, 2010, at Foothill College. The tour will begin at 4 p.m. and the meeting at 6 p.m. in the Toyon Room.**