

**BOARD FINANCE AND AUDIT COMMITTEE
MEETING MINUTES
November 18, 2014
1:00 P.M.
CS 209**

It is the intention of Palo Verde Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, Palo Verde Community College District will attempt to accommodate you in every reasonable manner. Please contact Carrie Mullion at (760)921-5440, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

1. Call to Order – 1:30 p.m.			
2. Roll Call			
Ted Arneson – Board of Trustee Member	A	Rich Soto – CSEA President	X
Jerry Lewis – Board of Trustee Member	X	Derek Copple – CTA President	X
Don Wallace - Superintendent/President	X	Debbie Mitchell – Management/Confidential	X
Sean Hancock – V.P. of Instructional and Student Services	X	Dayana DeLeon – ASG Representative	X
Biju Raman – Academic Senate President	X	Carrie Mullion - Recorder	X
Russi Egan - CBO	X	Guests: Ed Gonzales, Stephanie Slagan, Robert Crain, Butch Hull	

3. Opportunity for Public Comment
<i>At this time, members of the public have the opportunity to address the Committee on any item contained within this notice. Persons wishing to make comments are allowed five minutes per item. Please note that the Committee cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Committee that are not on the agenda may, at the Committee’s discretion, be referred to staff or placed on the next agenda for Committee consideration. The Committee requests that the public speak on matters which are on this agenda at the time that the item is considered by the Committee.</i>
No public comments.

4. Approval of Minutes February 11, 2014 – It was moved by Mr. Lewis, seconded by Ms. Egan, and unanimously carried, that the Minutes be approved as submitted.

5. Approval of Agenda – Dr. Wallace requested that Item #8 be moved to Item #7 in order to allow Ms. Egan to be dismissed early. It was moved by Ms. Mitchell, seconded by Ms. Egan, and unanimously carried, that the agenda be approved as amended.

MINUTES

6. Community Improvement Fund Presentation– Butch Hull and Robert Crain	Ms. Egan provided a history of the PVC Small Business Economic Development program (SBED). This program is non-operational at this time. Ms. Egan introduced Mr. Crain and Mr. Hull. Mr. Crain stated that the Community
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Improvement Fund (CIF) started with a \$6M grant from Metropolitan Water District to spur economic development in the Palo Verde Valley, as well as to offset jobs lost in agriculture due to the water transfer. The SBED has worked well, but there have been some failures. CIF would now like to work with PVC in bringing back SBED, focusing more on retail businesses. PVC would offer classes, and subject matter experts [instructors] to help potential small business people develop their business concepts and move forward. CIF's representation at this meeting today is to see if PVC would like to reinstate the SBED program, looking more at retail business potentials. Mr. Hull stated CIF has appointed an Ad Hoc Committee, and they are ready to move forward if the college so desires.

Dr. Wallace asked if this plan includes Needles, CA. Mr. Crain stated the boundaries are within the Palo Verde Irrigation District (PVID), and would not include Needles, CA, but there is currently \$64,000 that remains in the fund and that money would be available in the entire college district area. The funds that CIF were to add would only be available in the boundaries of PVID.

Ms. Egan stated that in the past this program has provided micro loans for people who needed \$5,000-\$10,000 for their businesses. The problem now is that there is no committee in place and no one to run the program. The money originally came from the USDA in order to create an ongoing loan program. The partnership with CIF could be a great opportunity for PVC.

Mr. Hull proposed that this partnership be up and running by July 1, 2015. Another meeting could take place after the holidays to figure out outlines and timelines, and this could include Needles as well. Mr. Gonzales stated Needles has a new Chamber of Commerce President who is very interested in these opportunities, and suggested that the two communities partner. Mr. Hull stated a

	<p>collaboration of ideas would be great, but that CIF money cannot leave the valley. Mr. Lewis stated his support of this partnership with the college.</p> <p>Dr. Wallace stated the consensus is that PVC will look into this opportunity and report back. Dr. Wallace thanked Mr. Crain and Mr. Hull for their presentation, and stated that if Mr. Crain or Mr. Hull would like to report at the Board of Trustees meeting, they were welcome to do so.</p>
<p>7. Measure P, Next Steps – Don Wallace</p>	<p>Dr. Wallace provided a handout titled “Measure P-Next Steps” (attached to these minutes). Dr. Wallace explained the process as outlined in the handout.</p> <p>Discussion occurred regarding how much money will be used to pay down COP debt vs. facility improvements. Dr. Wallace explained that this will be made clear after the Educational and Facilities Master Plan is updated (it was updated last in 2009). The Educational and Facilities Master Plan will indicate what programs the college is looking for in the future, and what facilities are needed to support those programs. Cambridge West Partnership will be helping the college with the update of Educational and Facilities Master Plan.</p> <p>Discussion regarding FTES occurred. Dr. Wallace stressed the importance of meeting the goal of 1800 by June 2015. Discussion occurred in regards to refinancing the COP’s.</p>
<p>8. Semi-Annual Update on Bond Market and COP’s – Russi Egan</p>	<p>Ms. Egan provided a handout (attached to these Minutes) titled “Municipal Market Update”. Ms. Egan stated that based on the report from Fieldman Rolapp & Associates who have analyzed the market, they are not anticipating any large spikes in interest rates so money in LAIF should not need to be put into a trust account. Adam Bauer, the colleges’ financial advisor, created a spreadsheet (included in the handout) showing interest rates for investing LAIF monies. Ms. Egan provided an explanation of the spreadsheet</p>

	<p>and showed how moving the money from LAIF to County of Riverside would provide an increase of \$16,000 due to a better interest rate, and no fees.</p> <p>Discussion occurred and Ms. Egan's recommendation is to move the money from LAIF to County of Riverside.</p> <p>A motion was made by Mr. Soto, seconded by Mr. Raman, and unanimously carried, to recommend to the Board of Trustees that the money in the LAIF account be moved to County of Riverside Treasurer's Pooled Investment Fund.</p>
9. Future Agenda Items	None noted.
10. Adjourn	<p>Meeting adjourned at 2:03 p.m.</p> <p>The next meeting will take place on December 9, 2014.</p>