

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT**

**Measure "M" Citizens' Oversight Committee**

**Wednesday, February 3, 2010**

**MINUTES**

The Santa Clarita Community College District Measure "M" Citizens' Oversight Committee meeting was held on Wednesday, February 3, 2010 in University Center 327, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California 91355.

Roll call indicated the following:

**Members Present:** Mr. Robert Drescher (Arrived 3:14p)  
Ms. Rita Garasi  
Ms. Barbara Stearns-Cochran  
Mr. Michael Hildebrand  
Mr. Brian Koegle  
Mr. Jonathan Kraut (Arrived 3:06p)  
Mr. Linn Melvin  
Mr. Tim Shaner

**Members Absent:** Mr. Cal Hedman (Conflict)  
Mr. Mike Lebecki (Family Emergency)  
Ms. Christine Lopez (No Show)

**Others Present:** Dr. Dianne Van Hook, Chancellor  
Mr. Jim Schrage, Dean, Physical Plant & Facilities Planning  
Ms. Kari Soffa, Director, Accounting Services  
Ms. Cindy Grandgeorge, Controller  
Ms. Cynthia Fernando, Accounting Tech  
Ms. Michelle Dahlin, Accounting Tech  
Ms. Lenore Marta, Administrative Assistant to the Chancellor  
Ms. Sharlene Coleal, Vice President, Business Services  
Ms. Chris Miner, Administrative Assistant, Facilities  
Dr. Dena Maloney, Vice President, Canyon Country Campus & Economic Development  
Dr. Barry Gribbons, Vice President, Institutional Development, Technology & Online Services

Chair Garasi declared a quorum and called the meeting to order at 3:04 p.m.

**Quorum  
Established  
1.1**

The Committee moved approval of the meeting Agenda.

**Approval of Agenda  
1.2**

Motion: Koegle      Second: Shaner      Record of Vote: 6-0

The Committee moved approval of the December 11, 2008 Minutes.

**Approval of Meeting  
Minutes  
1.4**

Motion: Shaner      Second: Koegle      Record of Vote: 7-0

The Committee moved approval of the December 11, 2008 Minutes.

Chair Garasi informed members that Mr. Michael Berger resigned from the Committee after his election to the SCCCD Board of Trustees. She extended congratulations and wished him well.

**Resignation of Mr. Michael Berger, COC Foundation Representative, from the Measure “M” Citizens’ Oversight Committee Member effective Dec. 2, 2009 (2.1)**

Mr. Schrage reviewed the Measure “M” funded projects:

- Bonelli Hall, first and third floors
- Re-roof Bonelli and Mentry
- Remodel Cafeteria
- Roadway and Signage
- ADA & Safety (Sidewalks, stairs, ramps, etc.)
- Softball and Baseball Fields
- Wireless Infrastructure
- Nano Lab and Clean Room
- Mentry Expansion (First Design Build in the State) Expected Opening 8/10
- Library Expansion (52,000) It is out of DSA awaiting Chancellor’s Office approval then goes to bid.
- Del Valle (Preliminary Drawings)
- Canyon Country Campus (
- Parking Lots (600 Spaces)
- Applied Tech Building (Expected out of DSA in two weeks and to Bidding in March)

**Review of Measure “M” Funded Projects Completed and Under Construction (3.1)**

Ms. Coleal stated the auditors selected and tested 74 percent of all expenditures charged to Measure M funds, which is far greater than the state requirement of at least 35 percent.

**Acceptance of Measure M General Obligation Bonds Performance Audit and Financial Audit for the Fiscal Year Ending June 30, 2009 (4.1)**

Mr. Shaner Questioned the choice of investing instruments, and Ms. Coleal informed him the district was legally required to invest with Los Angeles County Investment Pool.

Mr. Kraut asked if there was risk, and Dr. Van Hook indicated no unless the county goes bankrupt.

Mr Shaner asked if COC incurred additional expenses by doubling the expenditures audited. Ms. Coleal, said no.

Mr. Drescher asked for an explanation of “secondary effects”. Dr. Van Hook explained when a department relocates “secondary effects” occur when the space left behind is prepared for the next occupant.

The Committee moved acceptance of the Performance Audit and Financial Audit.

Motion: Drescher      Second: Shaner      Record of Vote: 8-0

The Committee will notify the SCCCD Board of Trustees President of its acceptance of the Performance Audit and Financial.

The Committee submitted this Resolution to affirm that the requirements specified in the law have been met.

Mr. Shaner asked how people who don’t know the details of these expenditures can okay them. Mrs. Garasi indicated that the State mandated function of the Committee is to provide oversight and not to authorize expenditures. The Committee, whose members include attorneys, business, CPA’s and involved community members, is given the opportunity review updates, construction projects and the independent auditors’ financials and compliance reports. Members may question the staff and then report to the Board of Trustees.

Dr. Van Hook indicated the district goes way beyond audit requirements—up to 100% audit. The staff does a great job and was complimented by the auditors at the Jan. 20, 2010 Board of Trustees meeting.

The Committee moved approval of Resolution 2009/10-01 Affirming the Santa Clarita Community College District’s Compliance with Requirements as Stated in the Law (Section 15278-15282).

Motion: Shaner Second: Kraut Record of Vote: 8-0

Ms Coleal and Mr. Schrage reviewed the Life-to-Date Expense Report dated December 31, 2009.

Dr. Van Hook explained that COC does construction bidding differently. COC doesn’t issue construction contracts to construction companies. They issue contracts to construction managers to work with Jim Schrage and the architects to prepare individual bids, which provides more opportunity for local contractors to bid on parts of the job. This approach enhances the economic development of our local businesses as they secure contracts. When local people work locally, they take great pride in what they do.

None

The Measure “M” Citizens’ Oversight Committee will be notified when another meeting is being scheduled.

The Committee moved adjournment of the meeting.

Motion: Shaner Second: Hildebrand Record of Vote: 8-0

Chair Garasi adjourned the meeting at 4:14 p.m.

**Approval of Resolution  
2009/10-01 Affirming  
the Santa Clarita  
Community College  
District’s Compliance  
with Requirements as  
Stated in the Law  
(Section 15278-15282)  
(4.2)**

**Review of Life to Date  
Expenses by Project  
(4.3)**

**Comments by Members  
of Audience on Any  
Item Not on the Agenda  
(5.1)**

**Announcement of Next  
Meeting & Adjournment  
(6.1)**