

SANTA CLARITA COMMUNITY COLLEGE DISTRICT

Measure "C" Citizens' Oversight Committee

Tuesday, January 21, 2003

MINUTES

The Santa Clarita Community College District Measure "C" Citizens' Oversight Committee meeting was held on Tuesday, January 21, 2003 in Private Dining Room, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California 91355.

Roll call indicated the following:

Members Present: Mr. Kyle Baron, COC Alumni-Community Member (arrived 2:15p)
Mr. Michael Berger, Salomon Smith Barney
Mr. J. Conroy, COC Student
Ms. Rita Garasi, Gruber Systems
Ms. Jill Harper, SCV Senior Center
Ms. Deborah Roberts, COC Student
Mr. Doug Sink, CPA/CFO, Remo, Inc.
Mr. Sheldon Wigdor, Telecommunications Program Manager

Members Absent: Mr. Erick Garcia, COC Alumni
Mr. Mike Lebecki, Remax Realtors
Mr. Joe Robinson, Sapphire Ventures, Inc.
Mr. Roy Weygand, Kern County Taxpayers Association

Others Present: Dr. Dianne Van Hook, Superintendent-President
Ms. Sue Bozman, Director, Public Information, Communication, and Marketing
Ms. Sharlene Coleal, Interim Chief Business Officer
Dr. Barry Gibbons, Executive Dean Institutional Research and Technology
Ms. Cindy Grandgeorge, Director, Fiscal Services
Mr. John Green, Publications and Marketing Officer
Ms. Joan MacGregor, Board of Trustees Member
Ms. Lenore Marta, Administrative Assistant to the Superintendent-President
Mr. Jim Schrage, Director, Facilities
Dr. James Young, COC Consultant

Chairperson Wigdor declared a quorum and called the meeting to order at 2:05 p.m.

**Quorum
Established
(1)**

The Committee moved approval of the meeting Agenda.

**Approval of Agenda
(2)**

Motion: Roberts Second: Harper Record of Board Vote: 7-0

The Committee moved approval of the 10-30-03 Meeting Minutes.

**Approval of Minutes
(3)**

Motion: Garasi Second: Roberts Record of Board Vote: 7-0

**Measure "C" Citizens' Oversight Committee
January 21, 2003 Meeting Minutes**

The Committee reviewed the Performance Audit prepared by the audit firm of Vavrinek, Trine & Day, Co., LLC, the District's fiscal auditors, for the Fiscal Year ending June 30, 2002. The Performance Audit attests that there were no exceptions in terms of the expenditure of funds. The Committee felt this Performance Audit met the state law requirements for Proposition 39 Bond Funds.

Acceptance of Performance Audit: SCCD General Obligation Bonds with Report of Independent Auditor's on Applying Agreed-Upon Procedures (4)

The Committee moved approval to accept the Performance Audit.

Motion: Berger Second: Garasi Record of Board Vote: 7-0

The Committee Chair will submit a letter the Board of Trustees to advise them of the Committee's findings.

The Committee reviewed the section of the Financial Audit dealing with the bond funds, which was prepared by the audit firm of Vavrinek, Trine & Day, Co., LLC, the District's fiscal auditors, for the Fiscal Year ending June 30, 2002.

Acceptance of Annual Financial Audit (5)

Ms Coleal, Interim Chief Business Officer, noted that there would be two separate audit documents (Measure "C" Funds and District) next year.

The Committee reaffirmed that the Financial Audit meets all the criteria for the oversight of bond funds, and therefore, moved approval to accept the Annual Financial Audit.

Motion: Harper Second: Roberts Record of Board Vote: 8-0

Dr. Van Hook noted that the next Site Selection Committee meeting is scheduled on January 27, 2003 from 5:00p to 7:00p in PDR #2. There will be three presentations on numerous possible sites.

Canyon Country Education Center (6)

Mr. Green, Publications and Marketing Officer, reviewed the content of the Measure "C" website with the Committee. Member Garasi suggested quick facts should be added to the website which would include the percentage with which the vote was passed.

Review of Measure "C" Website (7)

The Committee thanked Mr. Green for creating the Website and keeping it up-to-date.

Mr. Schrage provided updates to the Committee on the Measure "C" Projects. A summary is attached to these minutes.

Impact of Proposition 47 and California Community Colleges "Accelerated Building Program" on COC Building Projects (8)

The impact of Prop 47 on COC is simple and straightforward:

- The State Bond measure is being pushed hard by the Governor in an attempt to keep the economy strong in light of the current budget shortfalls.
 - Not only is the Bond intact and in no danger of being rescinded or stalled, but quite the opposite - it is being counted upon to keep us moving through these tough times.
 - In addition and along that same line, Department of Finance has agreed to implement two reforms relative to the process that were initiated by the Santa Clarita Community College District:
 - ✓ Allow districts to receive one-stop approval of working drawings, construction, and equipment all at one time; and
 - ✓ Spend local money to begin working drawings prior to Legislature approval provided the Chancellor's Office has endorsed the project.
- This also means these funds can count toward the district match

whereas before, if this was done, not only would these funds not count as match, but the entire project would become ineligible for state funding.

The Committee discussed the January 20, 2003 the Daily News article (handed out at the meeting by Dr. Van Hook) on the Los Angeles Community College District. Dr. Van Hook explained the differences between the two districts to the Committee members.

Dr. Gribbons made a presentation (attached to these minutes) to the Committee explaining the Economic Stimulus of School Bonds to the local community.

- \$4.25 Billion in California Community Colleges April 2001 to March 2002
- Bond Measures in SCV \$324 million
 - ✓ College of the Canyons: \$82.1 million
 - ✓ Hart: \$158 million
 - ✓ Newhall: \$35.5 million
 - ✓ Saugus: \$48 million

**Economic Impact of
COC Construction on
Local Economy
(9)**

The key point is that these funds coming through the educational institutions are creating a significant impact on the economic recovery of the state.

Ms. Bozman, Director, Public Information, Communication, and Marketing noted the addition of 10,000 COC students and their future impact has not been factored into the economic projections.

**Comments by
Members of Audience
on Any Item Not on the
Agenda
(10)**

The Committee requested a category of "Special Findings Under Repair and Renovation of Existing Facilities" be included on future agendas.

The next meeting will be a special meeting, tentatively scheduled for 7:30a.m. Wednesday, January 29, 2003.

**Announcement of Next
Meeting & Adjournment
(11)**

The next regular meeting will be scheduled the end of April or the beginning of May 2003. Tuesday afternoons are the best times for the majority of the Committee members.

The meeting was adjourned at 3:28 p.m.

Motion: Sink Second: Roberts

Record of Board Vote: 8-0

1-21-03 Update on Measure "C" Projects

T-Building Expansion –

- The project has been substantially completed and instruction has begun in the new space this semester.

Infrastructure –

- The first phase of work consists mainly of getting chilled water to the Performing Arts and Music/Dance sites, deleting the need for individual central plants at those locations.
- The routing has been finalized, the preparation of the existing plant for the tie-ins has been completed and we expect to install the underground lines over the summer.
- The second phase of work includes the expansion of the Central Plant to accommodate the increased future demands of the M-building expansion and the Student Services/Administration building.
- We expect the design to start this spring, with construction commencing late this year.

Music/Dance –

- The schematic drawings have been completed and the Executive Architect has been contracted and has commenced work on the next phase, Preliminary and Working Drawings.
- We are fast-tracking this project and expect to have the plans ready for bid this summer, hopefully with construction starting September of this year.
- Completion is scheduled for fall, 2004.
- We have contracted a construction consultant to oversee the design of the project for constructability and value engineering input, so that when the drawings are completed they will be buildable and complete.
- This will help the budget (reduced change orders) and our schedule.

Warehouse Expansion –

- Schematic drawings have been completed and an Executive Architect will be contracted at the February 12 board meeting to complete the Preliminary and Working drawings.
- We hope to have this project completed and in operation by the end of this year.

Business/High Tech –

- The design committee is nearly complete with their work and the schematics are approximately 80% complete.
- Next steps include finishing the schematics by April, get the Executive Architect on board to begin Preliminary and Working drawings, and go to bid.
- This project has a placeholder in the state's 2003/04 budget and we're currently on track to begin construction in the spring of 2004.
- This is a 50% match project with the state.

Lab Expansion –

- The Design Committee is nearly complete with their work. This project conceivably could be on the same timeline as the Business/High Tech building, save for the fact that it is in the state's 2004/05 budget, meaning the soonest we could commence construction would be the summer of 2004, after the state budget is approved.
- We'll have everything and completed to that point and we'll be ready to start once the state gives us the go-ahead.
- This is a 50% match project with the state.

Library Expansion –

- The state said we're eligible to submit a Final Project Proposal this May, putting us in line for state funding in 2005/06.
- We're almost complete with the design committee and will be prepared to commence construction in the summer of 2005.