

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT**

**Measure "C" Citizens' Oversight Committee**

**Friday, April 19, 2002**

**MINUTES**

The initial Meeting of the Santa Clarita Community College District Measure "C" Citizens' Oversight Committee was held on Friday, April 19, 2002 in Private Dining Room #2, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California 91355.

Roll call indicated the following:

**Members Present:** Mr. Kyle Baron, COC Student  
Mr. Michael Berger, Salomon Smith Barney (Arrived 1:16 p.m.)  
Ms. Monika Bucknall, Bucknall Insurance Agency  
Ms. Rita Garasi, Gruber Systems  
Mr. Erick Garcia, World Financial Group  
Ms. Jill Harper, SCV Senior Center  
Ms. Deborah Roberts, COC Student  
Mr. Joe Robinson, Sapphire Ventures, Inc.  
Mr. Doug Sink, Remo, Inc.  
Mr. Roy Weygand, Kern County Taxpayers Association  
Mr. Sheldon Wigdor, Telecommunications Program Manager

**Members Absent:** Mr. Mike Lebecki, Remax Realtors

**Others Present:** Dr. Dianne Van Hook, Superintendent-President  
Ms. Sharlene Coleal, Interim Chief Business Officer  
Ms. Joan MacGregor, Board of Trustees President  
Mr. Bruce Fortine, Board of Trustees Vice President  
Mr. Ernest Tichenor, Board of Trustees Clerk  
Ms. Sue Bozman, Director Public Information, Communication, and Marketing  
Mr. Jim Young, Consultant  
Ms. Becky Basham, Community Member  
Mr. Steve Dowty, Kruger Bensen Ziemer Architects, Inc.  
Mr. Thierry Cassan Kruger Bensen Ziemer Architects, Inc.  
Ms. Lenore Marta, Administrative Assistant to the Superintendent-President

Superintendent-President Dianne Van Hook declared a quorum and called the meeting to order at 1:02 p.m.

**Quorum  
Established  
(I)**

Board President MacGregor welcomed the Committee members and led the introductions of the Committee members and those in the audience.

**Introductions  
(II)**

Dr. Van Hook facilitated the election of officers for the Measure "C" Citizens' Oversight Committee. Upon unanimous vote by the Committee members, Mr. Sheldon Wigdor was elected Chairman and Mr. Doug Sink was elected Vice-Chairman of the Measure "C" Citizens' Oversight Committee.

**Selection of Chair  
and Vice Chair  
(III)**

A notebook was provided to Committee members containing:

- ✓ The Agenda
- ✓ Dr. Van Hook's presentation to the Committee;
- ✓ Project Team Organization;
- ✓ KBZ's Facilities Presentation;
- ✓ Members' Names and Contact Information; and
- ✓ Purpose and Duties of the Measure "C" Citizens' Oversight Committee.

**Review of Measure "C"  
Citizens' Oversight  
Committee's Role and  
Responsibilities  
(IV)**

The Committee reviewed its purpose as defined in the law and reviewed their responsibilities. Dr. Van Hook and Ms. MacGregor advised the Committee that the Board is looking to the Committee to provide formal representation of College of the Canyons and a vehicle with which to share information with the community about COC. In order to assist in this process, it was clarified that:

- ✓ The Committee is encouraged to use the Public Information Office as their resource for college information.
- ✓ The Committee will refer questions and requests through the Committee Chair, Mr. Wigdor, who will contact the Public Information Office and/or the Superintendent-President's Office for assistance.
- ✓ The college staff will provide e-mail and fax numbers for the Public Information Office, Ms. MacGregor, and Dr. Van Hook.
- ✓ The college staff will provide a list of acronyms common to the community college arena for the Committee's use as a resource.

Dr. Van Hook presented an overview of the District and its plans for the future via a PowerPoint presentation. Major areas included:

- ✓ Growth of the college and the community;
- ✓ History of College of the Canyons' facility development including previous funding sources;
- ✓ Performing Arts Center;
- ✓ University Center;
- ✓ 2002 Educational and Facilities Master Plan; and
- ✓ Projects to be funded with the bond issuance.

**Overview of District &  
Facilities Master Plan  
Building Program  
(V)**

A copy of the presentation is herein made a part of these minutes.

Mr. Dowty and Mr. Cassan from KBZ introduced, via a PowerPoint presentation, the Facilities Master Plan Building Program. Handouts were provided to the Committee. A copy of the presentation is herein made a part of these minutes.

Dr. Van Hook invited Committee members to contact Ms. Bozman in the Public Information Office to set up a tour of campus facilities.

The Committee reviewed draft copies of the 2002 Educational and Facilities Master Plan. Copies of the Facilities Master Plan will be distributed to the Committee members when the document is completed.

Dr. Van Hook presented to the Committee the projects (those listed in Measure "C" last November) for which bond money could be expended. A list of those projects was included in the handout that accompanied the presentation she made.

**Review of Measure  
"C" Eligible Projects  
(VI)**

Dr. Van Hook reviewed the bond issuance process and timeline with the Committee. She provided copies of the presentation made to Standard and Poor's and Fitch Ratings in San Francisco on April 8th to obtain the bond rating, which included the following topics:

**Bond  
Issuance—Process &  
Timeline  
(VII)**

- ✓ District Organization and Overview;
- ✓ District Financial Condition;
- ✓ Overview of Facility Requirements;
- ✓ Bond Election;
- ✓ Projects to be Financed with Bonds;

- ✓ Tax Base of the District;
- ✓ Estimated Tax Rates; and
- ✓ Bond Structure and Legal Matters.

Ms. MacGregor advised the Committee that the College would be making every effort to secure as much money as possible. She credited Dr. Van Hook on her efforts to do so and noted that Dr. Van Hook's knowledge of community college finance, her interface with the Chancellor's Office, and her aggressive efforts in getting funds for College of the Canyons' construction program was largely the reason the College has made the progress it has.

Ms MacGregor noted that expenditure of some funds relative to architectural planning, project design, and consultants has already been made. She further noted there would be a separate fund set up relative to the building projects funded by the bond. Financial reports will be distributed on a monthly basis to this Committee as expenditures occur. They will provide notations as to what the expenditure was for as allowed by Proposition 39 relative to the governance of Measure "C" bond funds.

Ms. MacGregor suggested providing a list of acronyms to the Committee members, as they aren't familiar with many of the terms used in the community college setting. Dr. Van Hook advised the Committee that this document had already been developed and would be sent to the Committee.

The College staff will notify the Committee when the bonds are issued.

Dr. Van Hook advised the Committee that because of the process the College is following regarding the bond issuance, the next meeting would not be scheduled until early Fall 2002. Members were asked to provide information on their availability to attend meetings to the Superintendent-President's Office.

**Next Meeting  
(VIII)**

The meeting was adjourned at 3:12 p.m.

**Adjournment  
(IX)**