



## Citizens' Oversight Committee

### MINUTES

**April 10, 2015**

**3:00 pm – 5:00 p.m.**

**Building 7500, Room 7506**

COMMITTEE MEMBERS:			DISTRICT STAFF:			GUESTS:
	Pamela Avila	X	Ann Grant	X	Gil Stork	David Casnocha
X	David Booker	X	Scott Lathrop	X	Chris Green	Lauren Milbourne
X	Daniel Cadwell		Patrick O'Hara	X	Terry Reece	Michaela Stone
X	Gayla Chapman	X	Timothy Roche	X	Shanna Ahrens	Lisa Cadwell
	Susan Dressler	X	Anneka Scranton	X	Merlynn Foppiano	

AGENDA ITEMS - DOCUMENTS	WHO	TIME	INTENT	NOTES
<b>1. Approval of agenda</b>	All	2 min	A	Approved: Motion by Cadwell, Second by Roche.
<b>2. Welcome address from President Stork</b>	Stork	10 min	I	Dr. Stork thanked the committee for their willingness to commit to serving on this committee.
<b>3. Public Comment</b>	All	5 min	I	There was no public comment.
<b>4. Introductions</b>	All	5 min	I	The attendees briefly introduced themselves.
<b>5. Roles &amp; Responsibilities</b>	Casnocha	45 min	I, D, H	David Casnocha, Attorney for Stradling, Yoca, Carlson & Rauth, gave a brief background on the history of bonds in the educational system. He also went through the Citizens' Bond Oversight Committee Bylaws. The following is a summary of the highlights: <p><b>Meeting rules to follow</b></p> <ul style="list-style-type: none"> <li>• This committee is NOT an advisory committee but an oversight committee.</li> <li>• The committee is subject to the Brown Act.</li> </ul>

\*Discussion on any agenda item may lead to Action

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			<ul style="list-style-type: none"> <li>• All meetings are to take place in an open forum; no serial meetings.</li> <li>• The committee will discuss only “agendized” items</li> <li>• Review authority only covers “Measure L” dollars</li> </ul> <p><b>Primary responsibilities of the Oversight Committee:</b></p> <ul style="list-style-type: none"> <li>• Inform the public concerning the District’s expenditure of bond proceeds. The information shall be communicated by the Chair acting on behalf of the committee.</li> <li>• Review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in Measure L; and (b) no bond proceeds were used for teacher or administrative salaries or other operating expenses.</li> <li>• Present to the Board of Trustees, in public session, an annual written report.</li> <li>• Receive copies of the District’s audits.</li> <li>• Inspect District facilities and grounds for which bond proceeds have been expended</li> <li>• Review copies of deferred maintenance plans developed by the District</li> <li>• Review efforts by the District to maximize bond proceeds by implementing cost-saving measures</li> <li>• Receive from the Board responses to any and all findings, recommendations, and concerns addressed in the Audit.</li> <li>• District staff/and or District consultants shall attend Committee proceedings in order to report on the status of projects and the expenditure of bond proceeds (e.g., auditor).</li> </ul> <p>The District shall provide to the Committee necessary technical and administrative assistance.</p> <p>When reviewing expenditures, the Oversight Committee must conclude whether the type of project falls within Measure L, which is the sum of the types of projects that are authorized by Exhibit A, types of projects more richly described as Exhibit B, and projects which appeared in the District’s Facilities Master Plan as it existed</p>
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				as of the date the resolution was adopted (July 29, 2014).  The District will provide all committee members with a copy of the Facilities Master Plan.
<b>6. Selection of Terms</b>	All	15 min	I, D, A	Each member shall serve a term of two (2) years. No member may serve no more than three (3) consecutive terms. At the Committee's first meeting, members will draw lots selecting a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two-year term.  The following term appointments for committee members were randomly selected from a hat: <ul style="list-style-type: none"> <li>• Timothy Roche – 2 years</li> <li>• Ann Grant – 2 years</li> <li>• Scott Lathrop – 1 year</li> <li>• Anneka Scranton – 2 years</li> <li>• Daniel Cadwell – 2 years</li> <li>• Gayla Chapman – 2 years</li> <li>• David Booker – 1 year</li> <li>• Pamela Avila – 2 years</li> <li>• Susan Dressler – 1 year</li> <li>• Patrick O'Hara – 1 year</li> </ul>
<b>7. Election of Committee Chair &amp; Vice Chair</b>	All	10 min	I, D, A	<b>Upon a motion by Booker/Chapman, the committee unanimously approved the appointment of Scott Lathrop as Chair and Daniel Cadwell as Vice-Chair.</b>
<b>8. Introduction to the Bond Program</b>	Stork/Green/Reece	15 Min	I, D	T. Reece gave a power point presentation highlighting the various projects to be completed with the first issuance of Bond proceeds (\$75 million). These projects include: <ul style="list-style-type: none"> <li>• Four roofs and HVAC units on the SLO Campus</li> <li>• Aquatics facility renovation</li> <li>• The removal of temporary buildings (modulars)</li> <li>• North County Campus Center</li> <li>• SLO Campus Instructional Building</li> <li>• Technology upgrades</li> <li>• Debt retirement</li> </ul>

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<b>9. Select Future Meeting Dates</b>	All	10 min	I, D, A	<p>According to the Bylaws, meetings must occur once a year and no more than quarterly. The agenda should be posted 72 hours prior to the scheduled meeting.</p> <p>The committee agreed to meet quarterly on the second Thursday of the month, from 3:00 to 4:30 p.m., in Building 7500, Rm. 7506.</p> <p>The committee also agreed to meet in May in order to get up-to-speed on various administrative and maintenance issues. The next scheduled meeting will be set for May 14, 2015 from 3:00 – 4:30 p.m.</p>
<b>10. Future Agenda Items</b>	All	5 min	I, D	<p><b>Upon a motion by Booker/Roche, the meeting was adjourned at 5:10 p.m.</b></p>

\*A Action Item   D Discussion   I Information   H Handout

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