



## SAN JOSE EVERGREEN COMMUNITY COLLEGE DISTRICT

### CITIZENS BOND OVERSIGHT COMMITTEE

#### MEETING MINUTES

Tuesday, February 5<sup>th</sup> at 4:00 PM

San Jose City College Science Complex – Room S-119

<u>Attendees:</u>	Benjamin White	Community at-large
	Nicholas Dinh	Taxpayers Association
	Hector Cortez	Support Organization
	Jaspal Singh	Business Community
	Adan Lupercio	Student
	Ron Root	District Vice-Chancellor
	Serena Muindi	District Controller
	Robert Dias	District Director of Facilities
	Diana Rodriguez	District Facilities Administrative Assistant

1. At 4:21, as present committee members wait for others to arrive, they head for a tour of the Science Complex with Dean of Math and Science, Leandra Martin.
2. Fortunately Mr. Singh arrives at 4:25 and there are now enough members to form a quorum. Mr. Singh joins the tour
3. Committee returns from tour of Science Complex at 4:54
4. Mr. Root suggests that future regular meetings include a tour of a Measure G project as
5. Mr. Root reviews the purpose of the CBOC, Proposition 39 and the differences between old and new bond laws; such as 55% majority. Provisions to Proposition 39 include an annual performance audit and the CBOC.

The Committee's role is to make sure the District is on track. If any committee member has a concern they can either contact the Board of Trustees, or send a message to the community via media, etc.

6. Roll call – quorum confirmed
7. Committee member Adan Lupercio arrives

8. Agenda is approved. Nicolas Dinh motions, Hector Cortez seconds the motion
9. Mr. Root reviews the performance and financial audits. It is explained how the auditor performs the audit, and addresses the summary letter by the auditor which details that there were no concerns or disagreements in the audit
10. Exhibit A of the audit is reviewed, which describes that the auditor looks for when performing the audit. Page 13 of the audit is summarized, which details the Bond's expenditures and income, the income is from interest earned
11. Arbitrage rules are reviewed
12. Mr. Root shares with the committee that the district is in the process of selling its second series of bonds, which amounts to about \$98 million
13. Nicolas Dinh asks if the committee should choose the auditor used for the audit. Mr. Root recommends that the same auditor who performed the financial be used because they already have all the data and it is much easier and faster
14. Performance Audit is approved. Hector Cortez moves, Adan Lupercio seconds the motion
15. Meeting minutes from 05-07-2007 are approved. Ben Hite moves, Hector Cortez seconds the motion
16. Master Plan is reviewed by Ron and Robert, various examples are used at each campus such as the High Tech Center Science building, and Arts Complex.
17. Robert explains how budgets are adjusted based on bids received. Most projects will have bids higher than the original budgeted price when the project is first designed. The master plan summary is explained and Robert recommends that the committee review all items later at their own leisure as all the information is a lot to absorb.
18. Applied Science and Cosmetology/Reprographics remodel project are used as examples of projects currently under construction as part of this Bond. SJCC Cosmetology is one of the most popular programs in the South Bay, space will be doubled based on this demand.
19. Ron suggests that when one of these projects is complete, a meeting can take place there.
20. Robert explains that the District uses its discretion in adjusting master plan based on need and demand. The Technology Center is used as an example of how demand for one program can quickly change based on industry changes.

21. Everyone agrees how the transformation of the SJCC campus has really changed perception of the campus.
22. Nick asks why the numbers in the budget and expenditures column of the master plan are identical. Robert explains that these numbers are adjusted to keep in balance. Serena adds that this is done only after a project has been completed.
23. Nick asks how the funding is distributed amongst the two campuses. Ron responds by stating that the monies are set where there is the most need, the SJCC campus is much older and has a much dire need for renovations. There is not a 50-50 split of the Bond funds on each campus.
24. The draft annual report is reviewed. Ron asks the committee review report and help establish a template for the final report. The final report will be added to the CBOC section of the District website at:  
<http://www.sjeccd.org/citizenbond/index.html>
25. Nick asks if the committee can meet at a non-district location to review the draft report. Ron explains that all CBOC meetings must be posted three days in advance per Brown Act and must take place on district property.
26. Nick suggests that the committee meet again within the next month to allow time to review the draft agenda and approve. Time suggested is 5:30 PM, dates will be suggested via email to Diana.
27. Meeting adjourned at 6:10 PM. Nick motions and Ben seconds this motion to adjourn.

*The aforementioned meeting minutes are the author's interpretation of issues and discussions at the meeting. If there are any discrepancies or misinterpretations, please submit any feedback or clarification within 10 working days of the issuance of these minutes.*

Respectfully Submitted:

Diana Rodriguez  
Facilities Administrative Assistant