



SAN JOSE EVERGREEN COMMUNITY COLLEGE DISTRICT

CITIZENS BOND OVERSIGHT COMMITTEE

MEETING MINUTES

Monday, May 7, 2007 at 4:00 PM

District Office Board Room

<u>Attendees:</u>	Jaspal Singh	Business Community
	Benjamin White	Community at-large
	Nicholas Dinh	Taxpayers Association
	Gregory Hobbs	Senior Citizen
	Adan Lupercio	Student Representative
	Hector Cortez	Support Organization
	Tony Estremera	Community at-large
	Rosa G. Perez	Chancellor
	Ron Root	Vice-Chancellor, Administrative Services
	Robert Dias	Executive Director of Facilities
	Diana Rodriguez	Senior Administrative Assistant

1. Opening And Welcome:

The meeting opened with an announcement by Chancellor Perez welcoming the members and their willingness to serve on this committee. A brief explanation was given as to the delays in convening the kickoff meeting.

2. District Summary & Bond Measures:

Vice-Chancellor Root presented a brief summary of the district, including an explanation of its organizational structure, the district office and its campuses, a brief history, including the passage of both Measures I and G Bonds.

3. Committee Introductions:

Each member of the committee was given an opportunity to introduce themselves and indicate their respective representation.

4. Appointment Of Chair And Vice-Chair

Upon the recommendation of Chancellor Perez, Nicolas Dinh was nominated to serve as Chair of the Committee and Jaspal Singh was nominated to serve as Vice-Chair. Mr. Dinh and Mr. Singh were unanimously approved by the Committee.

5. Approval Of Meeting Agenda:

The Meeting Agenda was approved by the Committee.

6. Approval Of June 17, 2006 Minutes:

The minutes were approved by the Committee.

7. Overview of Measure G – Prop 39:

Vice-Chancellor Root explained the background of Measure G. Proposition 39, approved by the voters that allows the passage of a local G. O. Bond measure with 55% local approval. Prop 39 also requires the formation of a Citizen’s Bond Oversight Committee to ensure proper expenditures of bond funds. The CBOC is required to comply with the Brown Act and follow Robert’s Rules.

8. Review of the Education Code – CBOC:

Provisions of the Education Code and Proposition 39 were presented as it relates to the requirement of a Citizen’s Bond Oversight Committee.

9. Roles, Rights and Responsibilities – CBOC:

Vice-Chancellor Root reviewed the role, rights and responsibilities of the Committee as it relates to its purpose, activities and miscellaneous activities. A question was raised by Vice-Chair Singh regarding any concerns related to construction that have been raised by any neighborhood groups.

10. State Attorney General’s Opinion – Use of Bond Funds:

The State Attorney’s General’s opinion regarding use of bond funds for salaries of employees. It was explained that bond funds can only be used for employees who are directly related to the implementation of the specified bond capital outlay projects.

11. Review of Committee By-Laws:

The Committee’s By-Laws were presented in terms of the limits on its role and responsibilities.

12. Measure G – Ballot Language:

The Measure G ballot language was reviewed. A resolution was adopted by the Board of Trustees approving the placement of the bond measure in the November 2004 election. The district has much leeway in terms of what can be implemented in accordance to original ballot language. Additionally, Prop 39 allows the district to purchase instructional furniture and equipment.

13. Review of Original Facility Master Plans:

Exec. Director Dias reviewed the original and updated Facilities Master plans, adopted in 1999. It was pointed out that the campus Facility Master Plans are living documents and are subject to change. These changes will be made from time to time to adjust to the changes in each college’s goals and instructional priorities.

13. Overview of Revised Facility Master Plans & Updates:

Chancellor Perez reviewed the college’s facilities master plans. It was stated that funds from different sources are allocated to implement the District’s Capital Construction program. Funds have been allocated from a combination of Measure I, Measure G, State and private sources. The Science Complex at San José City College is used as an example of a project that has been funded partially by the State, and partially by Measure G.

The SJCC Parking Garage is used as an example of a project funded by lease revenue bonds .

Chancellor Perez went on to talk about the District's current goals and priorities, along with the identification of community and instructional needs, especially to help educate economically challenged students. Enrollment, Cost of Ownership and Efficiency are critical factors that will impact the implementation of our campus facility master plans. There is a need to address the needs of our communities in Milpitas and the North County and working with the Milpitas Unified School District a partnership is planned. Partnerships with the City of San Jose will be developed to address back-to-work and workforce training.

14. Expenditure Overview:

Vice-Chancellor Root presented a summary of the district's bond expenditures as of December 31, 2007. The summary reflected expenditures in both Measure I and G. The spreadsheet is based on the original budget, changes made in the original budget and the adjusted budget. As the two bond measure overlap, it is important to illustrate the ties between both bond measures. The spreadsheets allow the district to effectively reallocate resources in line with changing priorities and instructional needs.

15. Performance Audit:

An independent auditor reviews and performs an annual financial audit. However, it will be the responsibility of the CBOC to do an annual report. It was suggested that this be done at the beginning of next year

16. Meeting Schedule:

It was recommended that the committee schedule a minimum of two meetings per year. It was agreed that a campus tour be scheduled for the next meeting to take place sometime in January, 2008. The district will provide a draft agenda to the Committee Chairperson who will in turn approve and distribute to the committee. It was suggested that the next meeting take place at SJCC so that the committee can tour the Science Complex and any other projects.

17. Adjournment:

The meeting adjourned at 6:12 PM

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