

College of the Sequoias Community College District
Measure I
Citizens' Oversight Committee

Tuesday, September 16, 2014
3:00 pm

College of the Sequoias
President's Conference Room
915 South Mooney Boulevard
Visalia, CA 93277

Agenda

1. Call to Order
2. Public Comments
3. Approval of Minutes – March 4, 2014 – **Action**
4. Financial Report/Progress Report on Measure I Projects
5. Approval of 2013-2014 Activity Report – **Action**
6. Committee Members Reports and Feedback
7. Completion of Measure I – Projections
8. Measure I Summary Publication
9. Date of Next Meeting – Tuesday, March 17, 2015
10. Items for Next Agenda
11. Adjourn

**COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
MEASURE I CITIZENS' OVERSIGHT COMMITTEE**

College of the Sequoias
Sequoias Building, Room 18
915 South Mooney Boulevard
Visalia, CA 93277

Tuesday, March 04, 2014, 3:00 pm

Citizens' Bond Oversight Committee for Measure I

Josh McDonnell, Juan Lopez, Matt Seals, Myron Sheklian, Tom Giampietro, Betty Anthony, Trent Terry (Student Senate Representative)

Members Present: Josh McDonnell, Juan Lopez, Myron Sheklian, Tom Giampietro, Betty Anthony, Trent Terry

Members Absent: Matt Seals

COS Representatives Present:

Christine Statton, Vice President Administrative Services
Eric Mittlestead, Dean, Facilities and Planning
Linda McCauley, Chief Accounting Officer
Meghan Tierce, Executive Assistant, President's Office

1. Call to Order

Meeting was called to order at 3:04 pm.

2. Public Comments

Christine Statton presented the Proposition 39 General Obligation Bonds Audit Report for fiscal year 2012-2013. She reported that both the financial and performance audits were "clean" and contained no findings. She also informed the committee that Prop. 39 laws require committee members to receive and review the audit report. Statton will verify any need for action by the committee for the audit report, but believes it is an informational item only. If action is required, the report will be included on the agenda for the September meeting.

3. Approval of November 7, 2013 Minutes

Tom Giampietro moved to approve the minutes of November 7, 2013; Juan Lopez seconded. Motion carried by unanimous vote.

4. Financial Report/Progress Report on Measure I Projects

Eric Mittlestead reviewed the financial report for 2nd quarter of fiscal year 2013-14. Funds expended during this quarter were for scheduled maintenance projects: 1) parking lot 4 refurbishment and 2) HVAC unit replacements in Yokut building.

Christine Statton informed the committee that the COP payoff was finalized and is saving the District over \$2M in payments between now and 2027.

5. Committee Member Report on Feedback from the Community

Committee members commended the District for proper and effective use of the Measure I funds. Discussion followed about how well the new track has been maintained and the public's response to the "rules of use" and hours of operation.

6. Completion of Measure I – Projections

Christine Statton projected that the committee will need to meet one time in fall 2014 and possibly one last time in spring 2015 to accept the 2013-14 bond audit report.

7. Measure I Summary Publication

Christine Statton will work with the COS Public Information Office and Josh McDonnell to develop a brochure which will highlight the 7 or 8 major projects completed by Measure I. The intent will be to post the brochure on the COS website and to have copies available for the community and service organizations within the district.

Betty Anthony suggested that an article be written highlighting the Measure I projects to be included in the local newspaper. Josh McDonnell will take the lead for submitting an article or op-ed to the local newspaper and will work with Christine Statton and Eric Mittlestead to craft the article.

8. Date of Next Meeting ~ Tuesday, September 16, 2014

Committee agreed to meet September 16, 2014 at 3:00 pm.

9. Items for Next Agenda

The committee asked for the following items to be included on the next agenda:

- Expenditure report
- Measure I summary publication
- Measure I article for newspaper

10. Adjourn

Meeting adjourned at 3:37 pm.

Visalia Area 2009 Individual Bond Projects 3rd Quarter FY2013/2014

	Item	Estimated Local Cost	Current Quarter	Paid & Encumbered to Date	Available Balance	Completion Date	Comments
1A	Kern Building Upgrade Project	\$ 2,170,280		\$ 2,170,280	\$ 0	8/15/12	Completed 2nd Floor Su11/1st Floor Su12
1B	Tule Building Remodel and Equipment Upgrade	\$ 356,640		\$ 356,640	\$ (0)	8/1/10	\$200 K was moved to #16 & 17 Completed as of 6/30/11
2	Purchase Houses South of Campus	\$ 2,768,357		\$ 2,768,357	\$ 0	9/30/10	Cost of purchasing 14 houses plus relocation expenses Completed
2A	Auction off Valuable Houses	-		-	-		No houses were purchased at auction
2B	Demolish Remaining Houses and Prepare Site for Parking	\$ 2,167,407		\$ 2,167,407	\$ 0	8/15/11	Construction is Completed
4A	Annual Computer Lease Payments	\$ 3,567,199	7,500.00	\$ 3,516,092	\$ 51,107	on going	FY13/14 \$53K for library subscription software
4B	Create 25 Smart Classrooms	\$ 365,276		\$ 365,276	\$ 0	8/1/10	Completed
4C	Miscellaneous Technology Equipment Purchases	\$ 69,413		\$ 69,413	\$ -	as needed	Career Pathways Completed
5	Nursing Technology and Additional Equipment	\$ 195,235		\$ 195,235	\$ 0	4/1/10	Completed
6	Health Professions Continuing Education	\$ 100,000		\$ 100,000	\$ -	on hold	Completed
7	Code Blue Phones/Burglar Alarm/Lighting	\$ 599,128		\$ 599,128	\$ 0	8/1/10	Completed
8A	Solar Installation	\$ -		\$ -	\$ -	done	State funded
8B	EMS Replacement Project	\$ 602,356		\$ 602,356	\$ -	8/1/10	Completed
8C	COP Payoff	\$ 3,608,730	2,455,000.00	\$ 3,608,730	\$ 0	2/1/14	(COPS principal \$2.455M)
9A	Payback John Muir Building Local Costs	\$ 4,424,431		\$ 4,424,431	\$ -	3/1/09	Completed
9B	Replace John Muir Kalwall with Glass Block	\$ 292,316		\$ 292,316	\$ (0)	8/15/11	Construction is Completed
10	Resurface Track, Add Scoreboard and Add Astroturf	\$ 2,351,306		\$ 2,351,306	\$ (0)	8/22/11	Construction is Completed
11A	Add Local Costs for Concession Stand and Furniture Consultant	\$ 60,750		\$ 60,750	\$ -	7/1/11	Completed
11B	Payback Local Costs for Redesign	\$ 287,296		\$ 287,296	\$ -	3/1/09	Completed
11C	Additional Gym Amenities	\$ 225,960		\$ 225,960	\$ (0)	3/1/11	Original use now met w/state \$\$; New uses: drop off cut out, cover for new gym floor, cover final 3 contracts
12A	Payback Local Cost for Temporary Parking Lot	\$ 55,055		\$ 55,055	\$ (0)	3/1/09	Completed
12B	Construct Permanent Parking Lot	\$ 707,350		\$ 707,350	\$ -	8/1/09	Completed
13	Scheduled Maintenance Match (need \$120,000 per year)	\$ 1,839,315	4,580.79	\$ 1,812,772	\$ 26,543		\$110K earmarked for fitness/weightlifting room renovations
14A	Theater Seat Replacement	\$ 363,892		\$ 363,892	\$ 0	8/1/09 or 10	Completed
14B	Theater Lighting and Sound Upgrade	\$ 386,848		\$ 386,848	\$ 0	12/1/11	Additional lighting fixtures
14C	Theater Miscellaneous Improvements	\$ 61,163		\$ 53,663	\$ 7,500	After 14A & B	Completed (including recent wireless in theatre)
15	Equipment & Furniture for ImagineU Seminar & Observation Rooms	\$ 50,000		\$ 50,000	\$ -	6/30/10	Completed
16	Bond General Expense	\$ 324,297		\$ 320,680	\$ 3,617		Remaining project management costs
18	Cashflow Nursing Bldg 41026-7103			\$ (0)	\$ 0		Cashflow State reimbursable project
19	Cashflow Gym 41055-7103			\$ 0	\$ (0)		Cashflow State reimbursable project

Total	\$ 28,000,000	\$ 2,467,081	\$ 27,911,232	\$ 88,768
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Visalia Area 2009 Individual Bond Projects 4th Quarter FY2013/2014

	Item	Estimated Local Cost	Current Quarter	Paid & Encumbered to Date	Available Balance	Completion Date	Comments
1A	Kern Building Upgrade Project	\$ 2,170,280		\$ 2,170,280	\$ 0	8/15/12	Completed 2nd Floor Su11/1st Floor Su12
1B	Tule Building Remodel and Equipment Upgrade	\$ 356,640		\$ 356,640	\$ (0)	8/1/10	\$200 K was moved to #16 & 17 Completed as of 6/30/11
2	Purchase Houses South of Campus	\$ 2,768,357		\$ 2,768,357	\$ 0	9/30/10	Cost of purchasing 14 houses plus relocation expenses Completed
2A	Auction off Valuable Houses	-		-	-		No houses were purchased at auction
2B	Demolish Remaining Houses and Prepare Site for Parking	\$ 2,167,407		\$ 2,167,407	\$ 0	8/15/11	Construction is Completed
4A	Annual Computer Lease Payments	\$ 3,574,699		\$ 3,516,092	\$ 58,607	on going	FY13/14 \$53K for library subscription software
4B	Create 25 Smart Classrooms	\$ 365,276		\$ 365,276	\$ 0	8/1/10	Completed
4C	Miscellaneous Technology Equipment Purchases	\$ 69,413		\$ 69,413	\$ -	as needed	Career Pathways Completed
5	Nursing Technology and Additional Equipment	\$ 195,235		\$ 195,235	\$ 0	4/1/10	Completed
6	Health Professions Continuing Education	\$ 100,000		\$ 100,000	\$ -	on hold	Completed
7	Code Blue Phones/Burglar Alarm/Lighting	\$ 599,128		\$ 599,128	\$ 0	8/1/10	Completed
8A	Solar Installation	\$ -		\$ -	\$ -	done	State funded
8B	EMS Replacement Project	\$ 602,356		\$ 602,356	\$ -	8/1/10	Completed
8C	COP Payoff	\$ 3,608,730		\$ 3,608,730	\$ 0	2/1/14	(COPS principal \$2.455M)
9A	Payback John Muir Building Local Costs	\$ 4,424,431		\$ 4,424,431	\$ -	3/1/09	Completed
9B	Replace John Muir Kalwall with Glass Block	\$ 292,316		\$ 292,316	\$ (0)	8/15/11	Construction is Completed
10	Resurface Track, Add Scoreboard and Add Astroturf	\$ 2,351,306		\$ 2,351,306	\$ (0)	8/22/11	Construction is Completed
11A	Add Local Costs for Concession Stand and Furniture Consultant	\$ 60,750		\$ 60,750	\$ -	7/1/11	Completed
11B	Payback Local Costs for Redesign	\$ 287,296		\$ 287,296	\$ -	3/1/09	Completed
11C	Additional Gym Amenities	\$ 225,960		\$ 225,960	\$ (0)	3/1/11	Original use now met w/state \$\$; New uses: drop off cut out, cover for new gym floor, cover final 3 contracts
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12B	Construct Permanent Parking Lot	\$ 707,350		\$ 707,350	\$ -	8/1/09	Completed
13	Scheduled Maintenance Match (need \$120,000 per year)	\$ 1,839,315	103,902.67	\$ 1,813,104	\$ 26,211		\$110K earmarked for fitness/weightlifting room renovations
14A	Theater Seat Replacement	\$ 363,892		\$ 363,892	\$ 0	8/1/09 or 10	Completed
14B	Theater Lighting and Sound Upgrade	\$ 386,848		\$ 386,848	\$ 0	12/1/11	Additional lighting fixtures
14C	Theater Miscellaneous Improvements	\$ 53,663		\$ 53,663	\$ -	After 14A & B	Completed (including recent wireless in theatre)
15	Equipment & Furniture for ImagineU Seminar & Observation Rooms	\$ 50,000		\$ 50,000	\$ -	6/30/10	Completed
16	Bond General Expense	\$ 324,297		\$ 320,680	\$ 3,617		Remaining project management costs
18	Cashflow Nursing Bldg 41026-7103			\$ (0)	\$ 0		Cashflow State reimbursable project
19	Cashflow Gym 41055-7103			\$ 0	\$ (0)		Cashflow State reimbursable project

Total	\$ 28,000,000	\$ 103,903	\$ 27,911,565	\$ 88,435
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COLLEGE OF THE SEQUOIAS

MEASURE I

CITIZENS' OVERSIGHT COMMITTEE



2013-2014 ACTIVITY REPORT

FOR SCHOOL FACILITIES IMPROVEMENT DISTRICT (SFID) NO. 2
BOND MEASURE I

Purpose of the Activity Report

In accordance with Education Code Section 15280, the following report is the fulfillment of the committee's annual requirement.

Measure I was approved by the voters on November 4, 2008. A Bond Resolution was adopted and signed by the Governing Board on June 9, 2008, and is available on the COS website at: <http://www.cos.edu/About/Governance/Board/Pages/Measure-I-Bond.aspx>.

Measure I required the creation of a Citizens' Oversight Committee. The purpose of the Citizens' Oversight Committee is to inform the public concerning the expenditure of bond revenues. The Committee is charged with actively reviewing appropriate reporting on the proper expenditure of taxpayers' money for school construction. The Citizens' Oversight Committee shall advise the public whether the community college district is in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California constitution.

2013-2014 Membership

The Citizen's Oversight Committee consisted of the following members and terms of office:

College Support Organization

Josh McDonnell, chair (7/1/12 – 6/30/14)

Taxpayers

Betty Anthony (2009 – 11/19/15)

At-Large/Business

Tom Giampietro (10/15/13-10/15/15)

Juan Lopez (10/15/13-10/15/15)

Business

Matt Seals (10/15/13-10/15/15)

Senior Citizen's Group

Myron Sheklian, co-chair (10/15/13-10/15/15)

COS Student Organization

Trent Terry (10/15/13-6/30/14)

Summary of Activity

The Measure I Citizens Oversight Committee met on the following dates and conducted business generally as follows:

November 7, 2013

- Election of Officers
- Review Citizens' Oversight Committee Responsibilities
- Review and Approve Meeting Minutes of February 26, 2013
- Financial Report/Progress Report on Measure I Projects
- Committee Members Reports and Feedback

March 4, 2014

- Review and Approve Meeting Notes of November 7, 2013
- Financial Report/Progress Report on Measure I Projects
- Proposition 39 General Obligation Bonds Audit Report – June 30, 2013
- Community Members Reports and Feedback
- Projected Completion of Measure I
- Measure I Summary Publication

An annual audit for the year ending June 30, 2014, is being conducted at this time by Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants and will be completed by December 2014.

The meeting agendas, minutes, and materials distributed to the Committee are posted on the District's web site and available in hard copy from the President's Office. A notice was sent out to the local media prior to each meeting. The meeting materials are sent to the committee members, the members of the Governing board and to those members of the public who have requested to be on the mailing list.

The Committee met on September 16, 2014 to review and approve this report and instructed the Committee Chairman or his designee to submit this Activity Report to the Governing Board of the College of the Sequoias Community College District at its regularly scheduled October 13, 2014 meeting.

Findings

Based on this information, as of June 30, 2014, the Citizens' Oversight Committee finds that the bond revenues were expended on the specific projects approved by the voters and that no funds were used for any teacher or administrative salaries or other school operating expenses.

This year-end activity report will be posted on the Internet at: www.cos.edu. Copies are available to the public, either electronically or hard copy, by contacting any of the following:

In Person or Via U.S. Mail:
Superintendent/President's Office
College of the Sequoias
915 South Mooney Boulevard
Visalia, Ca 93277

By Telephone:
(559) 730-3745

By Fax:
(559) 737-4869

By Email:
stanc@cos.edu

Approved by the Citizens' Oversight Committee
for Bond Measure I for College of the Sequoias
Community College District on September 16, 2014

Submitted
Josh McDonnell, Chairman
Citizens' Oversight Committee for Bond Measure I
College of the Sequoias Community College District