

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
SCHOOL FACILITIES IMPROVEMENT DISTRICT 3
MEASURE J – TULARE AREA
CITIZENS' OVERSIGHT COMMITTEE

Official Minutes

Monday, October 15, 2012

4:00pm

Tulare Campus Center
4999 East Bardsley Avenue
Tulare, CA 93274

Measure J – Tulare Area Citizens' Bond Oversight Committee Members:

John Beck, Howard Berger, Anthony DeRose, W. Lynn Dredge, Mike Graville,
Jim Henderson, Sue Ann Hillman, Sarah Koligian, Richard Ortega, Bill Postlewaite
John Thomas, Melody Tucker and Juan Moreno

Members Present: John Beck, Anthony DeRose, Jim Henderson, Sarah Koligian, Richard Ortega,
Bill Postlewaite, John Thomas, Melody Tucker, and Juan Moreno

Members Absent: Howard Berger, W. Lynn Dredge, Mike Graville, and Sue Ann Hillman

COS Representatives Present:

Stan Carrizosa, Superintendent/President
Larry Dutto, Dean of Career Technical Education
Eric Mittlestead, Dean Facilities and Facilities Planning
Linda McCauley, Chief Accounting Officer
Karen Pauls, Executive Assistant to Vice President, Administrative Services

1. Call to Order

Jim Henderson called the meeting to order at 4:00 pm.

2. Introductions

Stan Carrizosa, new Superintendent/President of COS, introduced himself. Committee members also introduced themselves.

3. Public Comments

There were no public comments.

4. Approval of Minutes of November 4, 2011

John Thomas moved to approve the minutes and Melody Tucker seconded the motion. Motion carried.

5. 4th Quarter 2011-2012 Financial Report

Linda McCauley reviewed the financial report with the committee.

Sarah Koligian asked for clarification on the expenditures for Janna Accomando. Eric Mittlestead explained that Janna is a consultant that works with the project management software. The project management software is used in addition to spreadsheets to track expenditures.

Tony DeRose asked if the expenditures are in-line with the projections. Eric Mittlestead responded that the expenditures are in-line and he also said he is predicting some savings on the project.

John Beck moved to approve the Financial Report and Richard Ortega seconded the motion. Motion carried.

6. Approval of 2011-2012 Activity Report

Richard Ortega moved to approve the Activity Report and Melody Tucker seconded the motion. Motion carried.

7. Approval of 2010-2011 Financial and Performance Audit Report

Linda McCauley informed the committee that the report included all of the bonds. Measure J for Tulare, Measure I for Visalia and Measure C for Hanford.

Bill Postlewaite moved to approve the Financial and Performance Audit Report and John Thomas seconded the motion. Motion carried.

8. Appointment of Committee Member to Present 2010-2011 Financial and Performance Audit

Tony DeRose will present the report to the Board of Trustees on November 13, 2012

9. Review Committee Terms

Mr. Carrizosa introduced student representative Juan Moreno.

Mr. Carrizosa explained to the committee that we would like them to meet one more time before most of their terms expire to review/approve the annual audit.

There was brief discussion about Howard Berger remaining on the committee. Karen will confirm Howard's status.

10. Measure J Project Update

Eric Mittlestead informed the committee that the 1st equipment shipments started today and that the punch list items are being completed. The District is gearing up to move staff during the Christmas holiday.

Eric pointed out that the Farm is about one month behind schedule and briefly discussed the litigation with the steel contractor because of the delay.

Larry talked about the Tulare College Center bookmarks handed out, which contain a lot of helpful information about the new campus. A schedule of classes for spring 2013 was also given to the committee.

Larry briefly spoke about the availability of employees in Financial Aid and Admissions & Records.

Juan Moreno asked about ASB leadership at the Tulare campus. Larry Dutto said there is already funding for ASB and that the east end of Building A will house Student Activities and ASB.

Larry also pointed out that when the campus is completely built out it will have athletic facilities, a pool, a theatre – all of the things that are on the Visalia campus.

Mr. Carrizosa and Larry Dutto are willing to give brief updates and distribute information about the Tulare

Center to Tulare service clubs. Karen will arrange presentations.

The ribbon cutting ceremony is scheduled for January 9, 2013 at 10:00 a.m. There will be campus tours after the ribbon cutting.

Melody asked about a Tulare Facebook page. Larry told the committee that he met with the Webmaster today and one is being developed.

Mr. Carrizosa discussed the financial challenges of the District, but assured the committee that the Tulare Center will open for classes in January 2013.

Melody asked about new jobs created by opening the Tulare Center. Mr. Carrizosa said there would be 1, 2, or 3 new positions simply because of square footage and acreage.

Larry informed the committee that SCE is donating \$25,000 for four (4) transfer classes in Tulare.

11. Date of Next Meeting

Monday, February 25, 2013, has been set as the next meeting of the Measure J – Tulare Area Citizens' Bond Oversight Committee. *The meeting will be held at the Tulare Center at 4:00 pm.*

12. Items for the Next Agenda

None

13. Adjourn

The meeting was adjourned at 5:02 pm.