

MINUTES OF MEETING OF
MEASURE "E" CITIZENS' OVERSIGHT COMMITTEE
STATE CENTER COMMUNITY COLLEGE DISTRICT
JANUARY 22, 2009

Call to Order	A regular meeting of the Measure "E" Citizens' Oversight Committee of the State Center Community College District was called to order by Committee Chair Don Larson at 5:31 p.m., January 22, 2009, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.
Members Present	Rajanae Allen Carrie Bowen Tom Burk Don Larson Jeffrey Reid
Members Absent	Carol Martens, Audrey Redmond
Other Attendees:	Doug Brinkley, Vice Chancellor – Finance and Administration, SCCC Teresa Patterson, Executive Director – Public & Legislative Relations, SCCC Brian Speece, Associate Vice Chancellor – Business & Operations, SCCC Ed Eng, Director of Finance, SCCC Samantha Moore, Vavrinek, Trine, Day & Co., LLP Dori McKay, Administrative Secretary, SCCC
Approval of Minutes	<p>The minutes of the Measure "E" Citizens' Oversight Committee meeting of July 24, 2008, were presented for approval. Tom Burk moved to approve the minutes as presented, Carrie Bowen seconded, and the motion was unanimously approved.</p> <p>The October 23, 2008, meeting was cancelled due to lack of quorum and was not convened. There are no minutes.</p>
Public Comment	None
Presentation and Consideration to Accept the Quarterly Financial Reports of September 30, 2008, and December 31, 2008 [09-01] <u>Action</u>	<p>Samantha Moore of Vavrinek, Trine, Day & Co., LLP, presented the General Obligation Bonds Agreed-Upon Procedures audits for the quarters ending September 30, 2008, and December 31, 2008. She noted that all was in compliance and there were no exceptions.</p> <p>Ms. Bowen moved to accept the quarterly reports as presented, Mr. Burk seconded, and the motion was unanimously approved.</p>

Presentation and
Consideration to
Accept the 2007-08
Annual Report, and
Select a Committee
Representative for
Presentation to the
SCCCD Board of
Trustees
[09-02]
Action

Samantha Moore of Vavrinek, Trine, Day & Co., LLP, presented the Annual Measure "E" Compliance and Performance Report for the fiscal year ending June 30, 2008. She noted that all was in compliance and there were no exceptions.

In the discussion which followed, Mr. Brinkley explained the start dates as shown on the Schedule of Project Status. He also explained the timing of bond issuance and how the current financial situation might affect the District's rating at the time of the next bond issue.

Mr. Reid moved to accept the Annual Measure "E" Compliance and Performance Report, as presented. Ms. Bowen seconded, and the motion was unanimously approved.

Jeff Reid requested that administration draft a written annual report that reflects the Oversight Committee's due diligence and to indicate the Committee's compliance with the Bylaws. Doug Brinkley stated that a cover letter had been drafted with the same wording as the agenda item [09-02], but was not included in the Committee's agenda packet. The full packet, as it will be presented to the Board of Trustees, would be emailed to the Committee members on the day after the meeting. Don Larson will make the presentation at either the Board's February 3 or March 3, 2009, meeting.

Action

Mr. Reid moved to approve Chair Don Lawson to present the annual report to the Board of Trustees at either the February 3 or March 3, 2009, meeting. Mr. Burk seconded, and the motion was unanimously approved.

Project Progress
Report – Information
Only

Brian Speece gave a PowerPoint presentation with photos showing the status of several projects. The Measure E Project Status Report of January 22, 2009, included the expenses to date for the following projects:

- FCC Old Administration Building
- Willow International Phase 2
- Madera Vocational Lab
- Reedley College Residence Hall
- Reedley College Modernization Projects

Mr. Brinkley explained that Harris Construction is coordinating seventeen contractors for the OAB project, and that they are doing very well. He also praised Brian Speece and Christine Miktarian for the many hours they work and the effort they are making to oversee this very complex project. He said, for the most part, the contractors are being very cooperative.

Don Larson asked about the proposed stoplight at Willow and Sheppard. Mr. Speece gave a brief update on the status. According to the City, June 15, 2009, is the projected completion date for the stoplight.

Establish Next Meeting Date

The next meetings are scheduled for Thursday, April 23, 2009, and July 23, 2009, at 5:30 p.m. After discussion it was suggested that the April meeting be held at the District Office boardroom and the July meeting include a tour of the OAB.

The motion to establish April 23, 2009, and July 23, 2009, as the next meeting dates was made by Mr. Burk, seconded by Ms. Bowen, and unanimously approved.

Other

Jeff Reid asked if administration would be sending Conflict of Interest forms to Committee members. Mr. Brinkley said he would look into it.

Adjournment

The meeting was adjourned at 6:30 p.m. by the unanimous consent of the committee.

:dbm

Don Larson, Chair
Measure "E" Citizens' Oversight Committee