

**Regular Meeting**  
**Citizens' Oversight Committee**  
**Coast Community College District**

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District Board Room – 2 p.m.

May 21, 2003

**MINUTES**

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on May 21, 2003, in the Board Room at the District Office.

**1. Call to Order – 2:05 p.m.**

Coast Community College District Board President Paul Berger welcomed the committee and thanked them for their participation and public service. Chancellor Bill Vega was then introduced to preside over the meeting. Chancellor Vega also thanked the committee members on behalf of the District and said he is looking forward to working with them to prepare our facilities to meet future demands and to continue the District's tradition of educational excellence. Committee members provided brief self-introductions.

**2. Roll Call**

Members Present: Tony Almaguer, Heather Arroyo, Katrina Foley, Jim Garmon, John Lindgren, Ron Linsky, David Quatman, Lisa Silbar.

Member Absent: Neel Buell

Trustee Present: Paul Berger

Staff: William M. Vega, C. M. Brahmbhatt, Erin Cohn, Ding-Jo Currie, Gene Farrell, Ken Yglesias, Jorge Sanchez, Rich Pagel, Ardith Richey, Bill Conley, Dale Berry, Virginia Yomogida.

Visitors: Barbara Bond, Fred Hokanson, Carol Burke, Kevin Parker, Arlene Hewitt, Tina Bruning, Diana Sharpe, Frank Oppedisano, David Cosnocha.

**3. Opportunity for Public Comment**

There were no requests to address the Committee under Public Comment.

**4. Overview of Committee Responsibilities and Bylaws**

David Casnocha, Esq., Stradling Yocca Carlson & Rauth, Bond Counsel, was introduced and presented an overview of the committee's responsibilities and bylaws. Casnocha explained that the committee's responsibilities include informing the public concerning the District's expenditure of bond proceeds and reviewing bond fund expenditures to ensure that proceeds are expended only for the purposes set forth in the ballot measure and not for any teacher or administrative salaries or other operating expenses. The findings of the committee will be provided to the District Board of Trustees in an annual report. Activities of the committee will include receiving and reviewing performance and financial audits, touring facilities and grounds and reviewing deferred maintenance plans and cost-saving measures.

Casnocha also clarified that the Committee is subject to the Brown Act. A copy of a summary of the Brown Act from the California Attorney's General's Office will be distributed to the committee. As July was arbitrarily picked as the timeline for the first meeting as stated in the bylaws, the first meeting of the committee on May 21, 2003, satisfies the first annual meeting of the committee.

Vice Chancellor C.M. Brahmbhatt is the designated District contact for the Committee.

**5. Appointment of Committee Chair**

Chancellor Vega appointed Jim Garmon to serve a two-year term as the Committee Chair. Garmon accepted the gavel and presided over the rest of the meeting.

**6. Determination of One- and Two-Year Terms**

As outlined in the Committee bylaws, the committee members drew lots to determine which members would serve two-year terms and which committee members would serve one-year terms. Results were as follows:

One-Year Terms: John Lindgren, David Quatman, Lisa Silbar, and Heather Arroyo (Student serves a one-year term)

Two-Year Terms: Tony Almaguer, Neel Buell, Katrina Foley, Ron Linsky

**7. Election of Vice Chair**

Chair Jim Garmon opened the election for the position of Vice Chair. Following consent from the committee to open the selection first on a volunteer basis, Chair Garmon asked for volunteers who would be interested in serving as Vice Chair. Ron Linsky volunteered to serve in this capacity.

It was moved by Katrina Foley and seconded by John Lindgren that Ron Linsky be elected as Vice-Chair. Motion carried with a unanimous yes vote.

8. **Vice Chancellor C. M. Brahmbhatt's Report to Committee**

Vice Chancellor Brahmbhatt provided the following report to the committee:

*Bond Projects List*

The Bond Projects List as approved by the voters and included in the committee's binders highlights projects for Orange Coast College, Golden West College, Coastline Community College, and the District. The majority of the projects are focused on improving campus security/fire safety; repairing leaking roofs, upgrading wiring for computer technology; renovating deteriorating classrooms/libraries; repairing/acquiring/constructing/equipping buildings, sites, high-tech learning centers. The list of all the projects was identified by each college based on the needs for the next 15- to 20 years.

*First Bond Issuance*

The first series of bonds for \$110,000,000 have been sold and will be spent by June 30, 2006. The existing District's Facilities Master Plan is under review and will be completed within the next 12 months. A portion of the bond proceeds allowed the District to retire Certificates of Participation and long-term leases. So far, bond monies have been spent for planning purposes only. Architects have been selected for the retrofit of the OCC library building; CCC Westminster Learning Center and the GWC Student Center. The District Transportation Building relocation is in the planning stages with preparation for the working documents. No dollars have been awarded to any contractors.

*Performance and Financial Audits*

A financial audit for the first year will be conducted by June 30, 2003, and will be available for Committee review at the Spring 2004 meeting. The first performance audit will be conducted by December 2004 and available for Committee review at their Spring 2005 meeting.

9. **Schedule of Future Meetings**

Chair Garmon opened discussion on the committee's future meetings schedule. As the Quarterly Report will be coming out in February 2004, it was the general consensus of the committee to have the next meeting after February 2004, with the fourth week in February 2004 being the best time to meet.

It was moved by John Lindgren and seconded by Katrina Foley that the next committee meeting be held on **Wednesday, February 25, 2004, 2 p.m., in the District Board Room.** Motion carried with a unanimous yes vote.

Board President Berger again thanked the committee for their commitment to serving on the Citizens' Oversight Committee.

## **Adjournment**

There being no further business, it was moved by Heather Arroyo and seconded by John Lindgren that the meeting be adjourned. Motion carried with a unanimous yes vote.

The meeting was adjourned at 3:11 p.m.