

**Mt. San Jacinto Community College District  
Citizen's Bond Oversight Committee  
Measure AA**



**Thursday, June 25, 2015  
San Jacinto Campus, Room 200  
7:00 p.m.**

**Minutes**

**Present:**

Committee Members

- Brenda Maya Esparza - Student Representative
- Dee Cozart - Business Representative
- Dennis Anderson - MSJC Support Organization (MSJC Foundation Board)
- Altie Holcomb - Member At Large
- Robert "Bob" Botts - Member At Large
- Salvador Valdivia - Senior Citizen's Representative
- Judy Guglielmana - Taxpayer Association
- Amy Campbell - Member At Large

District Staff:

- Becky Elam, Vice President of Business Services
- Brian Orlauski, Dean of Information Technology
- Julie Venable, Dean of Administrative Services
- Brain Twitty, Director of Maintenance and Operations
- Gail Jensen, Interim Director of Budget and Accounting
- Jennifer Marrs, Executive Assistant

Guest:

- David Casnocha, Bond Counsel
- Steve Renew, District Consultant
- Kathy Prokop

**1. Call to Order** - Becky Elam, Vice President of Business Services called the meeting to order at 7:02 pm.

**2. Introductions** - Ms. Elam welcomed the committee and thanked them for their commitment to the college. She asked the committee to introduce themselves and provide a brief bio. Ms. Elam introduced Mr. David Casnocha from Stradling, Yocca, Carlson and Rauth; Mr. Casnocha is the District Bond Counsel and author of the Measure AA Ballot Language.

**3. Public Comment** - *None*

**4. Role and Responsibilities of the Oversight Committee** – Mr. Casnocha provided an Education Code requirements a District must adhere to when attempting a General Obligation Bond, per the

1. Passage Rate of 55%
2. Included in a General Election
3. Provide Voters with Types of Projects
4. Will not sell bonds in excess of \$25
5. Annual Independent Audits
6. Citizen’s Oversight Committee

The Mt. San Jacinto College Board of Trustees adopted a resolution approving the bylaws of the Independent Oversight Committee as well as the Committee Members on May 12, 2015.

Mr. Casnocha reviewed the Independent Citizens’ Bond Oversight Committee Bylaws. He stated that no member of the committee may be an employee of the District, a consultant or a Member of the Board of Trustees. Members of this Committee are not required to file a Form 700. All meetings are governed by the Brown Act, all business is done in public and must be on the agenda.

The following are the duties of the Oversight Committee:

1. Review expenditures reports – this is the most important duty of the Committee
  - a. Exhibit A and Exhibit B of resolution 2014/15-001, provides the Committee with the type of projects the District may pursue.
  - b. If the Committee feels that expenditure is not appropriate it is the responsibility of the Committee Chair to speak with the President of the college first, then they may address the Board of Trustees.
2. Inform the Public
3. Prepare an Annual Report

The Oversight Committee **shall not**:

1. Review projects that are financed through funds other than Measure AA
2. Establish Priorities for Bond Projects
3. Select Contractors
4. Approve Designs
5. Select Audit Firm
6. Approve Annual Budget
7. Appoint or reappoint Committee Members

The Oversight Committee may:

1. Receive copies of the District’s Annual Audit
2. Tour facilities and grounds where bond proceeds have or will be expended
3. Review copies of the deferred maintenance plans
4. Review efforts by the Districts to maximized bond proceeds

5. Receive, within three months, responses to any and all audit findings

The committee is made up of nine individuals appointed by the Board of Trustees. Each member will serve for a two year term and shall not serve more than three consecutive terms. Two members of the Committee shall be selected to serve a one year term.

5. **Appointment/Election of Chair** - Bob Botts was selected a Chair by a unanimous vote of the Committee

6. **Appointment/Election of Vice Chair** - Amy Campbell was selected as Co-Chair by a unanimous vote of the Committee.

7. **Terms of Service** - The Committee decided to do a random draw for the terms of service. Placed in a hat were seven (7) two-year terms and two (2) one-year terms. The results were as follows:

Member	Term Limit
Brenda Maya Esparza	2 years
Dee Cozart	2 years
Dennis Anderson	2 years
Darryl Drott	2 years
Altie Holcomb	2 years
Robert "Bob" Botts	1 year
Salvador Valdivia	1 year
Judy Guglielmana	2 years
Amy Campbell	2 years

8. **Bond Sales Update** - Ms. Elam stated that the District received a Bond rating of AA- from Standard & Poors and an Aa2 rating from Moody's Investors Services. The Series A bond sale was in the amount of \$70 million and will be used to prepay the District's 2003 & 2008 Lease Revenue Bond, CEQA Studies, and facilities projects. The dollars are kept with the County of Riverside.

9. **Facilities Report** - Ms. Elam provided the Committee with a Capital Projects Prioritization presentation. The presentation provided a campus development history, Facilities Master Plan review, Measure AA Bond projects, quick start projects and the review of the Chancellor's Office Five Year Construction Plan.

The Committee Members were provided a binder that included the information on the steps that the District took when considering moving forward with a Bond. Also included in the Binder was information on the District's Five Year Construction Plan, Educational Master Plan, Proposed Bond Projects and the California Environmental Quality Act

(CEQA). Becky Elam introduced her team to the committee and thank them for their hard work and dedication to the college.

**10. Committee Members Comments** - The Committee Members appreciated the detailed information that was provided and were excited to be part of the Committee during this historical time.

**11. Adjourn** - Prior to adjourning the Committee Members scheduled the next meeting for Wednesday, September 23, 2015 at 4:00pm. The meeting will take place on the Menifee Campus, room 805.

On motion by Dee Cozart and seconded by Dennis Anderson the first meeting of the Mt. San Jacinto College Citizen's Bond Oversight Committee was adjourned.

*Mt. San Jacinto College offers accessible, equitable and innovative educational programs and services to students aspiring to achieve their academic, career and personal development goals. We provide students a safe environment in which to pursue basic skills, career and general education pathways. Our programs lead to transfer, associate degrees and certificates which meet workforce development needs in our diverse communities. Our commitment to student success empowers students with the skills and knowledge needed to participate meaningfully in today's complex world.*

*Approved by the Board of Trustees on November 13, 2014*