SAN JOAQUIN DELTA
COMMUNITY COLLEGE DISTRICT

MINUTES OF THE CITIZENS’ OVERSIGHT
COMMITTEE MEETING
Thursday, May 28, 2009

The regular meeting of the Measure L Bond Citizens’ Oversight Committee of the San Joaquin Delta Community College District was held on Thursday, May 28, 2009, at 5:30 p.m. in the Board Room, Administration 103, 5151 Pacific Ave., Stockton, California.

Members Present: Nancy Alhberg Mellor, Bob Bentz, Paul Cavanaugh, Bruce Jonsson, Janet Lilly, Gary Yocum

I. Called to Order

The Board meeting was called to order by Chairperson Nancy Alhberg Mellor at 5:36 p.m.

Call to Order

II. Communications

A. Public Comments

There were no public comments.

Public Comments

III. Approval of the Agenda

A motion was made by Vice Chairperson Gary Yocum to approve the agenda; seconded by Committee member Bob Bentz and unanimously approved.

Moved, seconded, and unanimously approved.

IV. Welcome, Introductions, and Announcements

- Dr. Jon C. Stephens, VP of Business Services
- Lee Belarmino, VP of Information Technology
- Dr. Kathy Hart, Asst. Supt./VP of Instruction
- Maria Baker – Director of Facilities Management
- Raquel Puentes-Griffith – Budget Manager
- Greg Greenwood, Director of Public Information & Marketing
- Ian Jonsson, Delta College student

Welcome, Introductions, and Announcements

V. Unfinished Business

There was no unfinished business on the agenda.
VI. New Business

A. Approval of Minutes, February 26, 2009 (regular meeting), and March 26, 2009 (Study Session) – Committee member Paul Cavanaugh made a motion to approve the minutes; seconded by Committee Vice Chair Gary Yocum. Both sets of minutes were unanimously approved.

B. Measure L Quarterly Finance Report/Program Update – Budget Manager Raquel Puentes-Griffith presented the Measure L Bond Program financial report (3rd quarter) as of March 31, 2009, reviewing the closed out projects as well as the projects that are currently active. Also attached with the financial report was the budget reconciliation. She included two draft reports, draft quarterly variance and draft project reference to ballot language in response to some requests from the last meeting.

   a. Third Quarter Financial Report – This was approved by the Board of Trustees at their May meeting. For the total Bond Program Budget Reconciliation, in reviewing all the series releases plus interest earned plus refunding and adding in future releases, there is a total bond program budget of $281,508,437. Fiscal year expenditures were examined – total bond program expended to date is $106.5 million. On the detailed project listing, it showed the Board-approved budget and cost category details were explained.

   b. Measure L Bond Budget Reconciliation – The intention of this report is to show any type of additional funding received for original projects. There are two state-funded projects: Goleman Library and the Math & Science building. In addition to the total Bond budget, we also have those two amounts which total $37 million. With that, the total budget is $318.6 million.

   c. Draft Closed Out Project Reference to Ballot Language as of 2nd Quarter, 02/09 – This was provided as requested by the Oversight Committee. This shows the cost as expended thus far to ballot language points. Some of these projects met multiple points on the ballot language. The five points in the ballot language were listed out and each project was given a numerical reference to the ballot language. The most dollars spent were on the ballot language concerning upgrading, acquiring, construction, equipping buildings, sites, classrooms, which equaled $13 million. Dr. Stephens interjected that other formats were looked at on how to divide up expenditures by ballot language. It was felt that this format provided the most information.

   d. Draft Quarterly Variance Report as of 03/31/09 –
Shown in this report are the expended-to-date quarter 1 vs. expended-to-date quarter 2. Then a variance by dollars is given as well as by percent. Another section shows expended by quarter 2 vs. quarter 3, as well as a variance by dollars and percent. The largest variances are occurring in projects in the construction phase. These include the Gateway Student Services Building, Mt. House off-site & on-site, Goleman Library.

At the conclusion of the report, it was asked where we stood with the state matching funds – if the state is short, are we guaranteed these monies eventually? The response was that we are assured the money, it is just the timing. The state will give appropriation for the guaranteed money. However, when we actually get the money is the question. Our projects are not fully funded yet because we haven’t completed building them yet; but we expect to get the money eventually.

It was felt by Committee Chair Mellor that these reports were easy to understand and thoughtfully put together for the Committee. It was suggested that the topic adopting this method of informing the Committee regarding ballot language reports and the variance report be placed on the next Committee agenda for formal approval.

C. Approval of Measure L Annual Report – Director of Public Information & Marketing Greg Greenwood distributed a draft sample of the Measure L Annual Report to the Committee for review. This sample reflected all the suggestions received thus far. He noted that he has kept the costs considerably under budget. He asked that the Committee approve this report, with corrections, to publish the report. As this was the first time the Committee had seen the annual report, they asked to take a 15 minute break in order to review the pages.

One item that was pointed out was as this was the previous year’s annual report, maybe the past Committee members should be acknowledged in some way, as it is the work of the last Committee. There should be some way to incorporate some recognition of the former Committee members, as they were primarily responsible for the efforts put forth in the report. It was further suggested to include their names and when they termed out of their positions. A list will be included showing those members along with sentence from the current members acknowledging their service to the Measure L Bond and Delta College. Other than that, typographical errors were noted as well as other suggestions. These adjustments will be taken into account in the final edit.

In reference to the auditor’s report, Committee member Bruce Jonsson again stated that he would like to see the

Break taken at 6:00 pm
Reconvened at 6:14 pm
auditors’ working excel spreadsheets/working papers of the actual audit. He would like to have it available to him and the other Committee members so they could see what expenditures were actually audited. Dr. Stephens noted that these may need to be subpoenaed, but he would ask Vavrinek, Trine and Day.

Committee member Janet Lilly made a motion to accept the Measure L Bond 2007-08 Annual Report with the corrections identified and also include the additional listing of the 2007-08 Citizens’ Oversight Committee members and acknowledgment of their contributions. This motion was seconded by Committee member Bob Bentz and approved unanimously.

D. Review of Last Meeting’s Instructions – This request came from Committee members. This will also refer to the next agenda topic. The Grand Jury criticized the make-up of the Committee and felt that they should re-appoint Committee members to fill the void. Also, the Grand Jury suggested the Committee meet once a month. Committee member Bruce Jonsson stated he approached Board of Trustees member Mary Ann Cox and Board President Steve Castellanos about having a representative from the Citizens’ Oversight Committee sit on the Board’s Bond committee, as he understood that two Board members were part of that team. Dr. Stephens commented that this would need to be reviewed with the Education Code regarding the authority of a citizens’ oversight committee. It was felt that the oversight committee has “oversight” to accept the transactions in the past tense…not current actions of the Board of Trustees.

E. Consideration of Committee Members Becoming:
   • Taxpayer Association Representative
   • Foundation Representative
   • Student Representative

The thought was that a current “at-large” Committee member might have the credentials to switch to one of the vacant positions, thereby rounding out the makeup of the Committee. A good faith effort has been tried again and again to fill these positions without any luck. Committee member Paul Cavanaugh mentioned that he had looked at what it might take to be a member of a taxpayers association. With the four groups he reviewed, the cost for membership was on the high end. He would continue the quest. Committee member Bruce Jonsson noted that he is currently a student at Delta College and volunteered to be the student representative. Dr. Stephens noted that the Foundation of Delta College is in the process of being resurrected. As there are no Foundation members at the present time, he will be looking at the Foundation Board members when they are selected.

Moved, seconded, and unanimously approved.

Committee Member Bruce Jonsson volunteered to become Student Representative to the Citizens’ Oversight Committee.
V. Committee Member Comments

- Committee member Bob Bentz reported that he recently attended a meeting of the Senior Awareness group at Micke Grove.
- Committee member Janet Lilly remarked that the Citizens’ Oversight Committee serves a useful purpose because it prevents people from going off and doing things unilaterally. She noted that she is pleased where the group is and where they are going. She did ask if it would be possible to take a short tour of the campus, new and modified buildings.
- Vice Chair Gary Yocum echoed the comments by Janet stating that he believes the Committee is performing a good function. He also agreed that a tour would be an excellent idea.
- Committee member Bruce Jonsson stated he liked the format of the financial reports. He also likes the idea of a campus tour. He felt that this Committee should be more involved on where the bond money goes and how it is spent.
- It was remarked by Committee member Paul Cavanaugh that he used to be a member on a Citizens’ Advisory Committee, which would advise a board on projects/scoring projects. After the last meeting the Committee had with bond attorney David Casnocha, he felt it gave a better understanding of the role of a oversight committee...it is not an advisory committee.
- Chair Nancy Alhberg Mellor felt the meeting with Mr. Casnocha was very illuminating. She commented that she was very pleased with the annual report. She stated that this was a beautiful job of carrying out the message with appropriate, timely restraint. The text was composed in an understandable way.

VI. Other Business/Comments

A motion was made by Committee Member Janet Lilly to adjourn the meeting. Committee member Paul Cavanaugh seconded the motion. The motion was unanimously approved, and the meeting was adjourned at 7:11 p.m.

Respectfully submitted,

Jon C. Stephens
Vice President of Business Services

Meeting adjourned