



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES OF THE
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING OF
April 25, 2018

The Citizens' Bond Oversight Committee met at 3:30 p.m. on Wednesday, April 25, 2018 at the Bookstore 2nd Floor Conference Room 253 at El Camino College.

The following Oversight Committee Members were present, Steve Scott, David Kartsonis, Joan Jones and Kirk Retz. Dr. Eugene Krank was absent.

Also present was Brian Fahnestock, Dr. Maloney, Ann O'Brien, Marc Stevens and Nailah Lee

Minutes of the Citizens' Oversight Committee Meeting of March 14th:

The [minutes](#) approved.

Public Comment:

None

Bylaws

Nothing has changed in the by-laws, just wanted to go over the information for new members.

Section 1. Committee Established.

The committee was established with the passing Measure E bond in 2002 under Prop 39. In 2012, another bond Measure E was passed and this committee took on the duties and rights set forth in the Bylaws with oversight responsibility over both 2002 Measure E and 2012 Measure E.

Section 2. Purposes.

The purposes of the Committee are set forth in Prop 39, and the Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California.

Section 3. Duties.

The Committee shall perform the duties set forth in Section 3.1, 3.2 and 3.3 and shall refrain from those activities set forth in Sections 3.4 and 3.5.

- 3.1 Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds.
- 3.2 Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that:
 - (a) Bond proceeds were expended only for the purposes set forth in the Measures; and
 - (b) No bond proceeds were used for any inappropriate teacher or administrative salaries or other operating expenses.
- 3.3 Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
- (b) A summary of the Committee's proceedings and activities for the preceding year.

Section 5. Membership

5.1 Number.

The Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for the college, such as a foundation.
- Two (2) members of the community at-large.

Annual Report

The committee received the CBOC Annual Report 2016-17.

Page 3 - Letter from the Chair, Kirk Retz. We did add a sentence on the last paragraph saying, "for the fiscal year ending June 30, 2017, the District complied with the requirement of Article XIII A, Section 1(b)(3) of the California Constitution".

Page 4 - shows us the committee member and their terms.

Page 5 - Committee Bio - If you have any changes to this section, please let us know and we will update it.

Page 6 - Milestone - the project that were underway for the fiscal year 2016-17.

Page 7 - Expenditure for 2002 bond Measure for fiscal year 2016-17.

Page 8 - Sequencing Schedule of the bond projects for next 3 years.

Page 9 - Expenditure for 2012 bond Measure for fiscal year 2016-17.

Page 10 - 11 - Show the rendition of the new building construction for the near future.

Page 12 - Shows the groundbreaking ceremony for the Student Services Building.

Schedule of Future Meetings:

Next meeting will be on November 18th at 3:30pm. This will be a regular meeting with Measure E agenda from the month of March through June. We will also take a tour of the Student Services Building.

Open Discussion:

- Groundbreaking for the Pool/Classroom Building will take place on June 18, 2018 at 3:30pm. Invitation will be sent to all of you.
- Next meeting agenda items to include bylaws, voting for chair & vice chair and terms of the committee members.

Adjournment:

The meeting was adjourned at 4:00pm.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))