

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. BROADWAY
SANTA ANA, CA 92706**

BOND OVERSIGHT COMMITTEE

**WEDNESDAY, MARCH 17, 2004
DISTRICT BOARD ROOM**

MINUTES

Members Present: Jim Adams
Larry Means
Robert Odle
Chongge Vang
Darin Woinarowicz

Members Absent: Tien Tat Chu
Barbara deBoom
Patricia Garcia-Velasquez
Russell Langenbeck
Salvador Sarmiento

District Staff Present: Mark J. Zacovic, Vice Chancellor, Business and Fiscal Services
Noemi Kanouse, Assistant Vice Chancellor, Fiscal Services
Robert Partridge, Assistant Vice Chancellor, Facility Planning
Kathy Mennealy, Vice President, Santa Ana College, Continuing
Education
Bob Deegan, Vice President, Santiago Canyon College, Student
Services

1. Call to Order and Information

Chairman Woinarowicz called the meeting to order at 6:10 p.m.

2. Approval of Minutes - October 22, 2003

A motion was made, seconded and passed to approve the minutes of the October 22, 2003 meeting of the Bond Oversight Committee.

3. Public Presentations

There were no presentations made by members of the public.

4. Introduction of Mr. Jim Godsey and Ms. Jean Horimoto of Macias, Gini and Company

Dr. Zacovic introduced Mr. Jim Godsey and Ms. Jean Horimoto of the firm Macias, Gini and Company to present the bond audit.

Mr. Godsey distributed the “Schedule of Proceeds and Use of General Obligation Bonds” handout. Mr Godsey quoted: “Macias Gini and Company has audited the schedule of proceeds and use of General Obligation Bonds (Election of 2002, Series 2003A) of the Rancho Santiago Community College District’s (the District) for the period from March 31, 2003 through June 30, 2003. This schedule is the responsibility of the district’s management. The responsibility of Macias, Gini and Company is to express an opinion on the schedule based on their audit.

Macias, Gini and Company conducted the audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that Macias plan and perform the audit to obtain reasonable assurance about whether the schedule is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the schedule. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the schedule. Macias, Gini and Compnay believes that the audit provides a reasonable basis for their opinion.”

Mr. Godsey reviewed the schedule of proceeds and use of general obligation bonds for the period from March 31, 2003 through June 20, 2003. Mr. Godsey provided the following analysis:

Bond Proceeds:	\$96,125,000
Net Bond Proceeds and Interest Income:	\$97,716,458
Total Expenditures for Santa Ana College:	\$ 8,456,659
Total Expenditures for Santiago Canyon College:	\$25,835,483
Total Expenditures for the District	\$ 25,205
Total Project Expenditures	\$34,317,347
Ending Balance as of June 30, 2003	\$63,399,111

Chairman Woinarowicz asked the committee if there were any questions. There were no questions at this time. Chairman Woinarowicz thanked Mr. Godsey and Ms. Horimoto for their presentation to the committee.

5. Bond Projects Update

Mr. Partridge distributed a site map of all properties acquired by the district on the Santa Ana Campus and indicated that the remaining properties on College Avenue should be acquired by mid summer. Mr. Partridge added that the Martha Lane property and the Batavia property were the two properties purchased since the last meeting of the Bond Oversight Committee.

The construction update of Santiago Canyon College was distributed. Mr. Partridge said that the Student Services and Classroom Building would be done by June 2004.

Mr. Partridge reviewed the location for Digital Media Center.

Mr. Partridge reminded the committee that the district had selected LPA as the master planner for the bond projects. The construction management firms selected are: Turner Construction for Santiago Canyon College and C.W. Driver for the Santa Ana College campus.

6. Bond Budget Update

Ms. Kanouse distributed and reviewed the bond budget update. Ms. Kanouse reviewed the year to date encumbrances for the fiscal year 2004; the year to date actual amounts for the fiscal year 2004; the total encumbrances and expenditures and the total available amounts as of today, March 17, 2004. The total amount available for all sites as of today is \$39,845,609.

Chairman Woinarowicz asked if there were any questions on the bond budget update. There were no questions at this time.

7. Santa Ana College Update

Ms. Mennealy introduced herself as the Vice President of the Santa Ana College Continuing Education. Ms. Mennealy said that Santa Ana College has a College Construction Coordinating Committee made up of faculty members, classified staff and supervisory staff. Ms. Mennealy reminded the committee that LPA is working with the College Construction Coordinating Committee on the master plan and that the progress on the Santa Ana College Campus is a wonderful sight for all to see. Ms. Mennealy said that if any members of the committee were interested in touring the campus, to please contact her office.

Santiago Canyon College Update

Mr. Juan Vazquez said that the new Financial Aid office will be located in the new Student Services and Classroom building and will be directed by a new Financial Aid Director.

Mr. Vazquez added that the Facility Planning Office has done a marvelous job with the details and planning for the new building. Mr. Vazquez encouraged all members of the committee to join him and his colleagues for the opening of the new building on September 16, 2004 at 12:30 p.m.

8. District Liaison Report

Dr. Zacovic informed the committee that Mr. Salvatore Sarmiento had resigned from the committee due to a conflict of interest and that we are now in need of a Santa Ana representative. He asked the committee to forward the names of anyone who might be interested in serving on the Bond Oversight Committee to contact him.

Dr. Zacovic said that he is currently in contact with the student government offices to at both campuses to select new student representatives from each college to serve on the committee.

Dr. Zacovic extended an invitation to the members of the committee to take tours of the college campuses and the new construction areas. Tours will be set up and committee members contacted to schedule a convenient time.

Dr. Zacovic informed the committee that the bylaws for this committee include that an annual report be made to the community and to the Board of Trustees, and that he would work with our Public Affairs office and Mr. Woinarowicz to complete and distribute the annual report by this summer.

Dr. Zacovic distributed the RSCCD web site information which contains a section on Measure E. All Bond Oversight Committee agendas and minutes can be viewed under the Measure E tab.

9. Comments from the Members

Mr. Woinarowicz informed the committee that a quorum is necessary to conduct the meetings of the Bond Oversight Committee and that if for any reason a committee member cannot attend a meeting to please contact Dr. Zacovic's office.

10. Future Meetings

The meetings for 2004 are scheduled as follows:
July 21, 2004 at 6:00 p.m. in the district board room and
November 17, 2004 at 6:00 p.m. in the district board room.

Mr. Woinarowicz thanked the committee and district staff members for their attendance at this evening's meeting.

11. Adjournment

A motion was made, seconded and passed to adjourn the meeting at 6:50 p.m.