

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

**MEASURE E CITIZENS' BOND OVERSIGHT COMMITTEE  
THURSDAY, MARCH 23, 2017 – DISTRICT OFFICE – DISTRICT BOARD ROOM**

**MINUTES**

Members Present: Bruce Bauer  
Denise Bittel  
Alberta Christy  
Larry Cohn  
Beatriz Mendoza  
Kenneth Nicolson  
Christian Seyb

District Staff Present: Peter Hardash, Vice Chancellor, Business/Fiscal  
Carri Matsumoto, Assistant Vice Chancellor, Facility Planning  
Adam O'Connor, Assistant Vice Chancellor, Fiscal Services  
Dr. John Hernandez, President, Santiago Canyon College  
Dr. Linda Rose, President, Santa Ana College

1. Call to Order and Introductions

Mr. Cohn called the meeting to order at 6:06 p.m. followed by committee introductions.

2. Annual Organizational Meeting

- Election of Committee Officers: A motion was made, seconded and passed unanimously to appoint Mr. Cohn as Chair and Ms. Bittel as Vice-Chair
- Adoption of Meeting Schedule for 2017/18. A motion was made, seconded and passed unanimously to approve the proposed meeting schedule for 2017/18 with meetings on September 14, 2017 and January 25, 2018. This schedule is subject to change.
- The Committee affirmed the Measure E Citizens' Bond Oversight Committee Ethics Policy Statement as presented.
- The Committee affirmed the Measure E Citizens' Bond Oversight Committee Bylaws as presented.

3. Public Presentations

There were no public presentations.

4. Approval of Minutes – October 18, 2016

Mr. Cohn called for a motion to approve the Measure E Citizens' Bond Oversight Committee meeting Minutes of October 18, 2016. As most current members were not present at the previous meeting, the committee elected to accept the document as Notes instead of Minutes.

5. Accept the Measure E – June 30, 2016 Audits (Performance and Financial)

Mr. Hardash reviewed the Performance and Financial Audits for the Measure E Bond for the 2015/16 fiscal year, ended on June 30, 2016. Both audits are clean audits, both have presented fairly meaning that the funds are being spent appropriately. A motion was made,

seconded and unanimously accepted the Measure E – June 30, 2016 Performance and Financial Audits as presented. Ms. Christy added that taxpayers appreciate that the District follows the guidelines of Prop 39 by not charging any administrative staff salaries to bond funds.

6. District Update

Chancellor Rodríguez was not present.

7. Bond Projects Update

Ms. Matsumoto provided the committee with an overview of the following projects:  
Measure E:

- SCC U Portables: Four bid packages for site work, electrical, plumbing and interior work were released on February 15th. Anticipated start of construction is May 2017.
- Ms. Matsumoto reviewed the Measure E project budget history stating that \$1.37 million of Measure Q expenses for the Central Plant Infrastructure, an allowable expense, was transferred to Measure E. This transfer reduces the balance to zero in Measure E, therefore allowing the district to close out the bond fund. Bond counsel has reviewed and assessed that this transfer is an allowable transfer. Mr. Hardash added that the external auditors will audit the fund this summer, the Measure E Citizens' Bond Oversight Committee will publish their final report to the community in late October 2017, accept the final audit in January 2018 and a formal close out, including acknowledging all serving committee members from 2003-2017 in January 2018.

8. Bond Budget Update

Mr. O'Connor reviewed the Financial Summary as of March 17, 2017. By the end of fiscal year 2016/17 on June 30, 2017 all funds will have been spent and a final financial summary will be presented to this committee at the fall 2017 meeting.

9. College Updates

Dr. Rose provided the committee an update on construction, enrollment, activities and upcoming events.

Dr. Hernandez provided the committee an update on construction, enrollment, activities and upcoming events.

10. Comments from the Committee

Members of the committee shared brief comments. Mr. Hardash welcomed all new members and thanked members who have served on the committee in recent years.

11. Adjournment

A motion was made, seconded and passed to adjourn the meeting at 7:17 p.m.