



**SOUTHWESTERN COMMUNITY COLLEGE DISTRICT  
PROPOSITION R CITIZENS' BOND OVERSIGHT COMMITTEE**

**Wednesday, March 23, 2011**

**Members:** Dave Adams, Joe David Casillas, Claudia Duran, Rebecca Kelley, David Krogh, Ditas Yamane

**Staff:** Robert Temple (Interim Vice President for Business & Financial Affairs), Bob DeLiso (Program Director, Seville); John Brown (Director of Facilities, Operations and Planning)

**Date:** Wednesday, March 23, 2011

**Time:** 5:30 p.m.

**Place:** Southwestern College  
900 Otay Lakes Road  
Chula Vista, CA 91910  
Learning Resource Center, Room L246

Persons wishing to address the Committee should complete a Request for Public Comment card (available at the reception table) and indicate on the card if they wish to speak under Public Comment, or when a specific agenda item is considered. Cards should be submitted to the secretary prior to the start of the meeting. An oral presentation to the Committee does *not* constitute an open discussion on the presentation topic, unless that topic is on the posted agenda. Pursuant to the Brown Act (Government Code Section 54954.2(a)): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may *briefly* respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

**A G E N D A**

<b>ITEM</b>	
1. CALL TO ORDER – ROLL CALL	Adams
2. APPROVAL OF MINUTES, NOVEMBER 22, 2010 (ENCLOSURE)	Adams
3. PUBLIC COMMENT	Adams
4. INTRODUCTION OF SWC ADMINISTRATORS AND PROP R SUPPORT TEAM	Temple
5. 2010 FINANCIAL AUDIT	Yanda
6. STATUS OF SECOND BOND PROCUREMENT	Yanda
7. PROP R PROJECT STATUS UPDATE	Brown/DeLiso
8. DISCUSSION OF 2010 CBOC REPORT	Brown/DeLiso
9. CBOC VACANCIES	Adams
10. FUTURE 2011 CBOC MEETING SCHEDULE	Adams
11. COMMITTEE COMMENTS / REQUESTS	Adams
12. ADJOURNMENT	Adams

**Southwestern Community College District**



## **Southwestern Community College District**

### **Proposition R Citizens' Bond Oversight Committee November 22, 2010**

#### **MINUTES**

##### **1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. and a roll call was taken.

Members Present: Dave Adams, Joe David Casillas, Claudia Duran, Rebecca Kelley, David Krogh

Members Absent: Ditas Yamane

Staff Present: Nicholas Alioto (Vice President for Business & Financial Affairs), Henry Amigable (Bond Program Director, Seville Construction Services, Inc.), John Wilson (Consultant)

##### **2. APPROVAL OF MINUTES, JULY 28, 2010 (ENCLOSURE)**

The minutes of the July 28, 2010 meeting were unanimously approved.

##### **3. PUBLIC COMMENT**

Nick Marinovich completed a public comment card. Mr. Marinovich voiced concerns regarding the committee following all guidelines for selecting, monitoring, and measuring of performance of consultants. He voiced that he could not find any of this information on the Prop R website. Mr. Marinovich has filed a request for public records of how design consultants etc. were selected. Mr. Alioto informed Mr. Marinovich that when he informs the District what date(s) he is available for review of these documents a conference room will be set aside for him to do so. Rebecca Kelley responded that as the representative for the taxpayers on this committee she has monitored the operations/practices of this committee and assured Mr. Marinovich that the committee has conducted themselves correctly. She also mentioned that the website for Prop R is very transparent and user friendly.

##### **4. WELCOME AND INTRODUCTIONS**

Dave Adams welcomed Claudia Duran, Student Representative, as the newest member selected to serve a 2 year term. Claudia is a Senator

##### **5. REVIEW OF DRAFT ANNUAL PROP R CITIZENS' BOND OVERSIGHT COMMITTEE REPORT (ENCLOSURE)**

Henry Amigable presented a draft of the Annual Prop R Citizens' Bond Oversight Committee Report and welcomed questions/comments.

David Krogh requested the report be more detailed including balance sheets, income statement, etc.

Rebecca Kelley would like more detail of what amounts are being spent in what areas.

Mr. Alioto informed the committee that the full report will be available on the website.

There was a discussion among the committee members regarding the original Prop R plans and how much flexibility is allowed. There is some flexibility, but overall the original plan must be captured.

## **6. REVIEW BOND PERFORMANCE AND FINANCIAL AUDIT PROCEDURES**

Ken Pun from Caporicci and Larson presented a review of bond performance and financial audit procedures. The overview covers the items that his firm will be looking at while conducting this audit. The process has four basic phases: planning, internal control evaluation, year-end validation, and reporting.

## **7. REVIEW OF PROPOSED BOND ISSUE AND ASSESSED VALUATION**

Mr. Alioto gave a review of what has taken place up to this meeting. We are still in pending status for sale and issuance of GO bonds, but the resolution to the County was approved by the Governing Board.

Trennis Wright from Alta Vista, bond underwriter, presented an update regarding the bond issuance and assessed valuation.

## **8. STATUS OF PROPOSITION R**

Henry Amigable presented an update of the status of Prop R. The presentation included:

- Program Schedule
- Corner Lot Update
- Central Plant Update
- Oversight Committee Website

Rebecca Kelley would like to see the 5 year deferred maintenance plan by the next meeting. Henry will provide to her.

## **9. ESTABLISH NEXT MEETING DATE**

February 23, 2011 was tentatively set for the next meeting. Ken Pun will present audit document to committee before the March Governing Board approval.

## **10. COMMITTEE COMMENTS / REQUESTS**

Joe Casillas complimented the Prop R Website and commented on how informative it is.

## **11. ADJOURNMENT**

The meeting was adjourned at 7:59 pm.