

ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT

Lancaster, California

MINUTES OF THE REGULAR MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE

May 24, 2005

CALL TO ORDER

The regular meeting of the Citizens' Oversight Committee was held on Tuesday, May 24, 2005, at Antelope Valley College, 3041 West Avenue K, Lancaster, California. Dr. Jackie Fisher, Sr., President of Antelope Valley Community College District, called the meeting to order at 6:00 p.m. in Room SSV-151, Student Services Building.

ATTENDANCE

Citizens' Oversight Committee Present

David Cleveland
Rafael Felix
Tim Fuller
Roger Gallizzi
Nicole Guyer
Norman Hickling
Bruce Jacobsen
Fran Marroquin
Emmery McNairy
Jim Miller
Mark Troth
William Walsh IV

College Staff/Representatives Present

Jackie Fisher, Sr.
Tom Brundage
Doug Jensen
Newton Chelette
David Casnocha

Committee Members Absent:

Harvey Holloway
R. Rex Parris
Danny Roberts
Olaf Landsgaard
Mark Bozigian

Recorded by: Deborah Morgan

- I. COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS** - No comments.
- II. WELCOME** – Dr. Jackie Fisher, Superintendent/President, welcomed the committee and expressed appreciation for their involvement.
- III. INTRODUCTION OF THE COMMITTEE MEMBERS** – Dr. Fisher introduced college staff members and bond counsel, David Casnocha. Committee members introduced themselves and provided brief statements regarding their interest for serving on the committee.
- IV. ROLE AND RESPONSIBILITY OF THE COMMITTEE** – Mr. David Casnocha, bond counsel, reviewed the resolution establishing a Citizens' Oversight Committee as defined in Section 15278 of the Education Code of the State of California. Additionally, Mr. Casnocha reviewed the Bylaws by which the Committee will operate, summarizing the purpose and duties of the Committee and the District, authorized activities, membership, etc. Primary duties of the committee--inform the public, review expenditures and annual reports—were discussed in more

detail. Committee members were provided an Ethics Policy Statement to provide general guidelines in carrying out their roles in an ethical and professional manner.

Mr. Casnocha provided an update to Section 3.2 (b) of the Bylaws which states *no bond proceeds [will be] used for any teacher or administrative salaries or other operating expense.* According to the opinion of Attorney General Bill Lockyer in a report published on November 9, 2004, “*A school district may use Proposition 39 school bond proceeds to pay the salaries of district employees to the extent they perform administrative oversight work on construction projects authorized by a voter approved bond measure.*” To this end, it was announced that in order to cut project management costs, the District will be appointing Mr. Doug Jensen, Director of Campus Development and Facilities, to oversee all bond construction projects.

A question was raised on who to report to if a committee member sees that funds are being improperly spent. The committee was instructed to report to Dr. Fisher through the chair of the committee. If the response is not to the satisfaction of the committee, it may be taken forward to the Board in public session.

A summary of key Brown Act provisions was also presented (copies previously distributed).

- V. ANNOUNCEMENT OF CHAIR/ELECTION OF VICE CHAIR** – Dr. Fisher announced his selection of Mr. Olaf Landsgaard as chair of the committee. There were no objections by the committee. The election of vice chair was tabled for the next meeting.

Committee members drew numbers to determine length of service. There are 10 two-year terms, 7 one-year terms. Members can volunteer for a second term. Committee members drew the following terms:

Two Year Term	One Year Term
Winifred Brunston	Rafael Felix
David Cleveland	Tim Fuller
Nicole Guyer	Roger Gallizzi
Bruce Jacobsen	Norman Hickling
Fran Marroquin	Emmery McNairy
Mark Troth	Jim Miller
William Walsh IV	

- VI. RECOMMENDED CAPITAL OUTLAY PROJECTS** – Prior to the presentation of capital outlay projects, Mr. Brundage gave a brief overview of the bond plan with emphasis on the first series of bonds to be released. Sources and uses of funds and a history of interest rates were also provided. Mr. Roth from UBS was scheduled to make this presentation, but was unable to make the meeting.

Discussions followed regarding the importance of leveraging the District's money against statewide matching funds.

Mr. Doug Jensen, Director of Facilities and Campus Development, gave a presentation explaining the Chancellor's Office process for approving and funding capital outlay projects. In addition, he reviewed the capital outlay project history, beginning in July 2002 when the Educational Master Plan was completed, going forward through the approval of the Facilities Master Plan, initial bond project lists, the bond campaign and approval of Measure R.

A question and answer session followed.

VII. DATE OF NEXT MEETING

The next regular meeting of the Citizens' Oversight Committee will be discussed and determined at the next meeting. The by-laws require that at least one meeting be held annually, however, Mr. Casnocha suggested that we consider meeting on a quarterly basis. If no expenditures are made during a quarter, the meeting may be cancelled.

VIII. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.