

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT  
MEASURE I CITIZENS' OVERSIGHT COMMITTEE

College of the Sequoias  
Room 1, Administration Office  
915 South Mooney Boulevard  
Visalia, CA 93277

Tuesday, March 3, 2009  
5:30 pm

**Citizens' Bond Oversight Committee for Measure I**

Dr. Robert Aguilar, Betty Anthony, Bob Bricker, Mary Lou Burbery, Dena Cochran, Phil Cox,  
Norma Freeborn, Bob Line, Tom Link, Jerry Long, Denaé Moreno, Robert Phillips

**1. Welcome by COS President Bill Scroggins**

Dr. Scroggins welcomed the Measure I Citizens' Oversight Committee members to the first meeting and thanked them for agreeing to serve on this important committee.

**2. Self Introductions by Committee Members, Staff, Committee Consultants and Others**

The following individuals were present and introduced themselves:

*Bill Scroggins*, COS Superintendent/President

*Phil Cox*, At-Large, Tulare County Board of Supervisors and Contractor

*Bob Line*, At-Large, Former COS Trustee and former Superintendent of Visalia Unified School District

*Bob Bricker*, At-Large, Business

*Tom Link*, Business, Former COS Foundation Member

*Eric Mittlestead*, Dean of Facilities, COS

*Mary Lou Burbery*, At-Large, League of Women Voters

*Rod Frese*, COS Vice President, Administrative Services

*Josh McDonnell*, Principal Planner with Quad Knopf, Visalia

*Dena Cochran*, At-Large, Vice President of Development, Kaweah Delta Hospital, Member Measure I Campaign

*Shirley Rankin*, Executive Assistant to Superintendent/President, COS

*Annette Bishop*, Administrative Assistant to Vice President, Academic Services, COS

*Norma Freeborn*, At-Large, Retired COS Faculty Member

*Jerry Long*, Business, Senior Citizens' Group

*Bob Aguilar*, COS Foundation Member, Member Measure I Campaign

*Betty Anthony*, Taxpayer Organization, Retired COS Faculty Member

*Denaé Moreno*, ASB Commissioner of Publicity and Art, Member Measure I Campaign

*Robert Phillips*, COS Student Trustee, Member of Measures C and J Oversight Committees

Dr. Scroggins expressed his appreciation for the wide assortment of talents on this committee and again thanked the members for volunteering for this important task for the college.

He pointed out the committee members list in the binders and asked everyone to confirm that their contact information that the college has on file is correct.

**3. Public Comments**

There were no public comments.

**4. Review Role and Responsibilities of Committee and Bylaws**

Dr. Scroggins reviewed the bylaws for the Citizens' Bond Oversight Committee and noted that they were established by Prop 39. He also pointed out that this committee is subject to the Ralph M. Brown Act; a full description of the Brown Act and the committee's responsibilities is included in the binder. He encouraged committee members to review this document and return with any questions they might have. Answering a question regarding Statements of Economic Interest, Dr. Frese replied that copies of 700 forms are not necessary as this committee does not have the authority to make purchases.

Dr. Scroggins continued that protocol will be established to communicate the work of this committee to the public. He advised the committee that answers to most questions regarding Measure I can be found on COS' Web site by following the direct link from the home page.

The accounting office will provide regular, quarterly reports to the committee. To make sure expenditures are consistent with the voters' authorizations, copies of the resolution sanctioning the bond sale are included in the binder.

Dr. Scroggins continued reviewing the bylaws. He was pleased to report that this committee has twelve members even though only seven are required. According to the bylaws, two members can be selected to serve for an initial one year term with the remaining members for an initial two year term. A question was asked if the number of those serving for the initial one year term could be increased to three or four members since the committee has more than the required seven members. Dr. Scroggins replied that this could be addressed during the "selection of terms."

**5. Report on Bond Sale**

Dr. Frese reported that the bond sales were done through an underwriter, Piper Jaffrey, and the college's advisor was Dale Scott, an external consultant. He explained the State is currently not selling any construction bonds; however all of COS' bonds were obligated by noon on January 28 with a true interest cost of 5.49%, which includes the cost of selling.

**6. Selection of Terms**

Dr. Scroggins asked the committee if they would agree with the earlier suggestion to increase the number of committee members serving for the initial one year term to three or four. There were no objections; Phil Cox, Mary Lou Burbery, Robert Phillips, and Denaé Moreno volunteered for the initial one year term.

**7. Election of Officers**

Asked by Dr. Scroggins, Bob Line consented to be the chairperson of the committee. Robert Aguilar was nominated and elected by acclamation to be vice-chairperson.

**8. Measure I Projects Presentation**

Eric Mittlestead provided maps of the site plan and spreadsheets for the individual Measure I bond projects listing the estimated local cost, lead person, completion date, and comment for each project (1A – 17). He explained the individual projects in detail and noted some of the monies might shift between priorities.

Discussion regarding the purchase of homes along Woodland and Tulare Avenues ensued.

Dr. Scroggins added that a series of community meetings are planned to keep homeowners in the neighborhood informed.

Answering a question if the \$2 million donation by Mary Beth Porter was designated to the gym, Dr. Scroggins replied it was donated to the Foundation, with \$1.3 million undesignated and \$700,000 designated for joint projects between the City of Visalia and COS.

A discussion regarding the current state fiscal situation in relationship to the bond followed. Dr. Frese took the opportunity to express the college's appreciation of Eric Mittlestead's hard work on behalf of COS.

Eric continued with his presentation. He concluded if projects come in below budget, any residual budget will be deposited in line item 17, thus being available to augment projects that come in above budget.

Answering a question, Eric replied all projects have a small, 5 – 7% of construction, contingency budget.

Bob Line thanked Eric for his detailed presentation; a short discussion regarding the feasibility of using local contractors followed.

**9. Review of Information in Committee Binders**

This was reviewed earlier; however, Dr. Scroggins asked members to review the printout of “Measure I Frequently asked Questions” included under tab 7. He asked committee members to let him know of any information they would like to have prepared for future meetings. It was suggested to provide expenditure information. Dr. Frese replied he is expecting summaries from the financial consultants for the board; he will make these available to the committee. Dr. Scroggins added documents related to the bond sale will also be posted online in the board agenda.

The student representatives were asked to communicate student feedback to the projects during future meetings.

Replying to a question, Dr. Scroggins added that the two primary activities during each meeting will be to review the expenditures and short walking tours on campus to view the status of all the projects. The spreadsheet listing the individual bond projects will also be updated regularly.

Per request, reports on the progress of the purchase of the houses between Laurel and Tulare Avenues will be made available.

A student report on how they will communicate the committee’s activities to students on campus will be added to the agenda for the next meeting.

Phil Cox expressed his appreciation to Dr. Scroggins for his work on behalf of Measure I during the campaign.

**10. Correct and Update Committee Information**

This was addressed at the beginning of the meeting.

**11. Questions and Discussion by Committee Members**

- None –

**12. Future Meeting Dates**

The committee agreed to meet on a quarterly basis; the next meeting is scheduled for Tuesday, May 26, 2009, at 5:30 pm in Room 1.

**13. Adjourn**

The meeting was adjourned at 7:00 pm.