

**MEETING OF THE CITIZENS OVERSIGHT COMMITTEE
FOR BOND MEASURE A**

SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT
TEHAMA CAMPUS, ROOM 7206A
770 DIAMOND AVENUE, RED BLUFF, CALIFORNIA

**MONDAY, NOVEMBER 7, 2011
6:00 P.M.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. CALL FOR REQUESTS FROM THE AUDIENCE TO SPEAK TO ANY ITEM ON THE AGENDA
4. Notes of the May 2, 2011 Meeting of the Citizens Oversight Committee for Bond Measure A
(Exhibit A to the Agenda)
5. Update on Bond Projects
(Exhibit B to the Agenda)
6. Financial Reports
(Exhibit C to the Agenda)
7. Committee Vacancies
(Exhibit D to the Agenda)
8. Projected Closeout Schedule
9. COMMENTS FROM THE AUDIENCE
10. NEXT MEETINGS OF THE COMMITTEE
 - February 6, 2012
 - May 7, 2012
11. ADJOURN and commence tour of the Tehama Campus

Persons with disabilities needing assistance such as listening devices or other accommodations, please notify the President's Office at (530) 242-7510 as soon as possible so accommodations can be made.

CITIZENS OVERSIGHT COMMITTEE
FOR BOND MEASURE A
SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT
May 2, 2011

Meeting Notes

Call to Order

Mr. Joe Gibson called the meeting to order at 5:30 p.m. in the Board Room of the main Shasta College Campus in Redding.

Roll Call

Committee Members Present:

Scott Brown – Business Organization
Henry Cuenca – At-Large
Joe Gibson – Organization of the Community College
Dawn Kreick – Taxpayers Organization
Gail O'Brien – At-Large
Kirsten Plate – At Large
Larry Robins – At Large

Committee Members Absent:

Missy McArthur – At-Large
Larry Montgomery – Senior Citizens Organization
Robert Rock – At Large
Marcus Wetter - Student

Advisory Staff to the Committee Present:

Joe Wyse, Vice President of Administrative Services
Debbie Parisot, Capital & Special Projects Analyst

Call for Requests from the Audience to Speak to Any Item on the Agenda

Mr. Gibson asked if there were any requests from the audience to speak to any item on the agenda. There were none.

Notes of the February 7, 2011 Meeting

Mr. Gibson asked if there were any changes to the notes of the February 7, 2011, meeting. There was one correction to the minutes made by Kirsten Plate, whose first name was spelled incorrectly as "Kirstein."

Update on Bond Projects

Mr. Wyse said Exhibit B shows we are just about done with the trail project we discussed last time. Scott Brown asked if this was the trail in Red Bluff. Mr. Wyse responded yes; it's a little over one mile long. The base is going in, and it's being compacted. We received \$80,000 in labor from the California Conservation Corps. It's exciting to see this coming together. We are debating when to have a meeting down there so we can tour the Tehama Campus and see the trail. We'll possibly do this at our August meeting. Mr. Brown asked if the trail is shaded. Mr. Wyse responded yes, and there is a cool breeze from the river. We'll meet around 5:30 or 6:00. The project is going along nicely. There's a \$36,000 budget for it, some of which was raised by the Shasta College Foundation, and some of which is from the bond.

Henry Cuenca said he read in the report we're using crushed rock. Mr. Wyse said it's the same material they're using around Turtle Bay. Mr. Cuenca said he read you could ride a bike on it. Mr. Wyse said it's a special mix. You should be able to push a wheelchair on it, ride a bike on it, etc. At Turtle Bay, they're applying a polymer coating that's porous. It's a new product we didn't want to pay extra for until we see if it works. It helps the bonding process even more. Mr. Cuenca asked where this is located at Turtle Bay. Mr. Brown suggested the arboretum, which has compact rock. Mr. Wyse said Scott Thompson, Executive Director of the Shasta College Foundation, is not here, but he would know that. Mr. Wyse asked if there were any other questions. There were none.

Financial Reports

Mr. Wyse said Exhibit C is a report the committee is used to seeing, and he'd like to point out a few things. Interest proceeds from the bond money have been allocated as needed to various projects. \$74,000 is not yet allocated. In the center is shown the original visionary budget. As it was revised over time, other sources of income were added, such as interest, lease revenue bond dollars, or donations. This is detailed on the bottom left-hand side. You'll see on the right two projects with money still unspent. A little over \$300,000 is left in the Tehama Campus project. We've already encumbered the trail expense, so this is what's left. There is about \$1,200 left in the Trinity Campus project. We put in up to \$4,000 for freeway sign visibility. He said he thinks we've spent what we needed to on that. When it's all totaled up, there's a little over \$400,000 unallocated. This relates to closing out the General Obligation (GO) bond project, which is when the committee's task is over. This discussion is reflected as Item 7 on the agenda. Mr. Wyse said to keep in mind that \$400,000, and the fact that we've spent zero on energy facility upgrades. He said he may refer back to this page.

Mr. Wyse said there is one rounding error of \$1 popping up. The lease revenue bond project detail is included for general information because we allocated some money to help finish these projects. However, that is not a part of these bonds. Gail O'Brien asked if we moved some funds from the \$10,000. It used to be under facilities energy upgrade, and now it's up to the stadium lighting category. Mr. Wyse said if we reprioritize the work, every month we create an updated spreadsheet. These projects were funded by a separate bond, which is not part of this committee's oversight. This spreadsheet is provided for information only, as it shows where the extra money came from (\$500,000 was allocated for the Theatre Remodel project from the lease revenue bonds), which is shown about 1/3 of the way down. These funds were allocated to the Theatre Remodel project as supplemental dollars so we could make sure the project was done right. With regard to HVAC upgrades, our original vision was that the GO bonds would pay for it. We ended up borrowing to do that, and we didn't have enough to do the project. Mr. Gibson asked if there isn't a lot left over, can it be paid back. Mr. Wyse said yes, and he'll explain in a minute. Our attorney advised us to do something different.

Projected Closeout Schedule

Mr. Wyse said he spoke with our legal counsel, David Casnocha, whom we've used for a number of our borrowings. We asked him to outline the procedure for closing out this committee. Once all the money is spent, the last fiscal year has been audited, the audit has been presented to the Governing Board and this committee, and the committee can make a final annual report, a resolution will be passed by the Governing Board to disband the committee. We're hoping to find a way to spend \$300,000 before June 30, 2011 (this fiscal year) so we can get the audit done and have November's meeting be the last one for this group.

Our bond attorney said he understood our position, but that we shouldn't take GO bond dollars and pay back another bond. He wouldn't do it, and advised against it. He asked about any other projects that could fall under the energy facility upgrades category. It makes a lot more sense to spend money on a project that fits the criteria. This summer we were planning on repairing a lot of the gas lines around campus which are not up to code. There is an occasional leak. When some of them were fixed, we noticed that PVC and not gas line pipe was used. The lines were installed in 1968; we're not sure why they were done that way. We were aware of the problem, and this was going to the Governing Board next month. We were already approved to go out to bid, and we want to get this project done this summer. Projected costs will be \$400,000 to \$500,000. This is a perfect project for the voter intent. We'll be upgrading our facilities for energy usage. We proposed to the Governing Board that we spend the last of our bond dollars on it, but that means it will go into another fiscal year before it's completed. It will result in this committee having to operate into November 2012. That's the bad news. The good news is we don't have to meet if there is no new business to discuss, or expenditures. We'll plan to meet for the next two regularly scheduled meetings, and then we won't meet for a couple of meetings. When the audit is ready, we'll meet. Hopefully, that makes sense. Everyone answered in the affirmative.

Mr. Wyse said there are three members whose terms will expire before November 2012: Scott Brown, Joe Gibson and Dawn Kreick. We will need to find replacements for those three positions. We'll need the three new members just to close out the GO bond, with one of them needed for one meeting only to replace Joe Gibson. We will check with legal counsel to see if perhaps we won't need a replacement for just one meeting. Some of our members are At Large, and some represent specific populations. Mr. Brown represents the Business Organizations; Mr. Gibson represents the Organization of the Community College, and Ms. Kreick represents the Taxpayers Organization. We will be asking you to help us recruit for these short-term appointments. Mr. Brown asked if there is a requirement as to how many terms can be served. Ms. Markword said two 2-year terms is the maximum that can be served.

Ms. Plate asked if the gas line project meets the voter criteria. Mr. Wyse replied on the Exhibit C cover page, you'll see about halfway through Energy Facilities Upgrades, which is the seventh project listed in the center box. These represent the voter-approved projects. We couldn't take any money and build a new gym, but we can do energy facilities upgrades. Ms. Plate asked about the ECE Facility. Mr. Wyse said the energy facilities upgrades category is broader, allowing this to be done at the end. The ECE Facility was not here in 2001 when we were getting votes. Ms. Plate replied it's not a spectacular way to spend the money, but if we need to do it, then we need to do it. Ms. Kreick asked about the difference between ECE and energy efficiency. Mr. Wyse replied ECE stands for early childhood education, whereas energy efficiency is anything to help improve electrical and/or gas usage. Ms. Kreick asked if this type of work could be done at this facility only, or at any of our facilities. Mr. Wyse said at any of our facilities, but this is the aging facility. Ms. O'Brien asked if the gas lines are actually leaking. Mr. Wyse said right now, there are no leaks we know of. We've had one leak in the last four years. There was one additional leak prior to that, and we started to discover the incorrect piping. Mr. Cuenca asked if actual PVC was used. Mr. Wyse replied yes, although this is not a high pressure system. It's a low pressure system, but they still glued the PVC joints. Inside the buildings, the piping is correct. Ms. Plate asked if there is plastic piping where a lot of things are going on. Mr. Wyse responded this has already been corrected at the art building when we built the 700 building. Mr. Cuenca asked if the joints are leaking. Mr. Wyse said joints had come loose. The new lines are still plastic, but are made of a softer plastic that gets melted together, so the joints will be very strong. Ms. O'Brien asked if the project will be throughout the campus. Mr. Wyse said it's pretty extensive. Each of the five main boiler rooms has gas lines, but not

every building has a boiler room. A couple of other buildings have offshoots. Ms. Plate asked if we pay for the design, and then go out to do the work. Mr. Wyse said we already had the design done by a Chico firm. Mr. Brown asked when the project is going out to bid. Mr. Wyse said it's currently being advertised, with the bid opening scheduled for early June. Ms. Plate asked what VTEA stands for. Mr. Wyse said it's now called Perkins, and represents money that comes in for skill programs such as agriculture, welding, and other vocational programs. These are Federal dollars we were able to direct to these projects so we could help match the funds needed for the facilities. Debbie Parisot said we were able to use VTEA funds for the ECE Facility because that's a vocational program. Ms. Plate said it does double duty over there. Mr. Brown asked about the bond attorney, David Casnocha. Mr. Wyse said his firm is out of San Francisco. We use that firm for TRANs borrowing (cash flow note borrowing against future property taxes). It's hard when one-third of our income arrives in January and April. We band together with 8-20 other community colleges and participate in a combined issuance for lower fees. Mr. Brown asked the name of the firm. Mr. Wyse said the District here used them for a number of years. It helps get the offerings sold on the New York Stock Exchange. Mr. Brown said his firm issues as well. Mr. Wyse said we would have to look at what firm is used. Ms. Parisot said it also has to do with the Community College League.

Other Business

There was no other business discussed.

Future Meeting Dates

Mr. Gibson announced that the next meetings of the Committee are schedule for:

- August 1, 2011 (if anyone needs transportation to the Tehama Campus, we can arrange for a van to drive down there from the Shasta College main campus)
- November 7, 2011

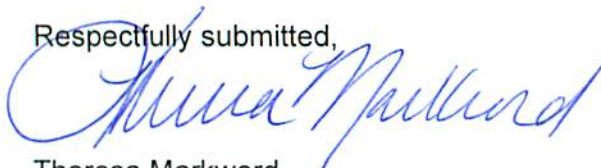
Next Meeting

The next meeting is scheduled for Monday, August 1, 2011 at 5:30 p.m. in the Board Room of the Shasta College main campus.

Adjourn

Mr. Wyse adjourned the meeting at 6:00 p.m., at which time a tour of the Early Childhood Education Center commenced.

Respectfully submitted,



Theresa Markword
Notetaker
(530) 242-7510

Update on Bond Projects

PROJECT	BACKGROUND	STATUS
Gas Line Repair and Replacement Project	Bids were opened as advertised on June 2, 2011. An award was granted to Cal Electro at the June 8, 2011 regular Board meeting. The bid amount of \$458,000 will be paid for through GO bond dollars, with the remainder funded through lease revenue bond dollars.	This project was completed on time and within budget.

**Shasta-Tehama-Trinity Joint Community College District
General Obligation Bonds Series A**

EXHIBIT C COC AGENDA 11-07-2011
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Cumulative Recap of Bond Activity July 2002 - October 24, 2011

Bond Income	Received to Date		
Bond Sales Series A	11,000,000		
Bond Sales Series B	23,000,000		
Interest	2,568,550	through 6/30/2011	Unallocated Interest
Transfer Interest for Expenses	<u>(2,567,800)</u>		\$ 750
Total	<u><u>34,000,750</u></u>		

Cumulative Recap of Project Budgets, Additional Revenues and Expenditures July 2002 - October 24, 2011

Projects	Original Budget	Adjusted Budget	Additional Funds from Other Sources	Source	New Adjusted Budget	Expenses to Date Incl. Encumbrances	Budget Balance
Shasta College ECE Facility	1,000,000	1,598,439	66,155	(1)	1,664,594	1,664,594	-
SC Downtown Redding Campus HS/UC	15,500,000	16,722,322	1,594,188	(2)	18,316,510	18,316,510	-
Shasta College Science Lab Upgrade	1,000,000	916,906	74,590	(3)	991,496	991,496	-
Shasta College Tehama Campus	12,000,000	12,762,333	798,000	(4)	13,560,333	13,556,578	3,755
Shasta College Theatre Remodel	700,000	700,000	969,154	(5)	1,669,154	1,669,154	-
Shasta College Trinity Campus	1,300,000	1,300,000	544,285	(6)	1,844,285	1,844,285	-
Energy Fac. Upgrades (Gas Lines Repairs)	2,500,000	-	306,597	(7)	306,597	306,597	-
Total	<u><u>34,000,000</u></u>	<u><u>34,000,000</u></u>	<u><u>4,352,969</u></u>		<u><u>38,352,969</u></u>	<u><u>38,349,214</u></u>	<u><u>3,755</u></u>

Additional Funds Sources

(1) VTEA Funds	66,155
(2) VTEA Funds	27,847
(2) Dental Society Foundation Funds	541,502
(2) SC Foundation Fund Raising	106,894
(2) Career Tech Trailer Bill 06-07	2,620
(2) Judge Eaton Donation	9,000
(2) McConnell Foundation Grant	208,000
(2) Redding Rancheria	58,000
(2) EWD Nursing Grants	234,504
(4) Rolling Hills Casino	10,000
(4) Johnson Family Donation	18,000
(5) Lease Revenue Bonds	500,000
(5) Recycled Material Sale	1,897
Totals	<u><u>1,784,419</u></u>

Distribution of Interest Proceeds

(2) HS/UC	405,821
(3) Science Lab Upgrade	74,590
(4) Tehama Campus	770,000
(5) Theatre Remodel	467,257
(6) Trinity Campus	544,285
(7) Gas Line Repairs	306,597
Total distribution of interest	<u><u>2,568,550</u></u>

Report prepared for Citizens Oversight Committee for Bond Measure A
and Shasta College Board of Trustees

Questions on numbers, please contact Debbie Parisot.

Capital & Special Projects Analyst
dparisot@shastacollege.edu

242-7637

Frey									6,102		
GovConnection									88		
IVCI									140,226		
JMA									12,773		
Mounts & More									280		
Multi Servi Inc									1,468		
North State Blinds & Draperies									2,977		
Northern Tool									434		
NOVA Solutions									26,980		
Office Depot									126,415		
Pocket Nurse									19		
ProVantage									517		
Raine Industries									1,087		
Rizno Inc.									128		
Sargent-Welch LLC									2,923		
SC Phy Plant Locks									1,398		
Sears									3,021		
Secure.Com									8		
Sigma Aldrich Inc.									621		
Spectrum									4,710		
Stroups Power Equipment									776		
Tech Depot									7,886		
Tractor Supply									17	37	
Triarch Inc.									747		
True Value									10	33	
Vermed									157		
Vernier Software									7,484		
Vitalograph Inc.									3,767		
WalMart									342		
Wards Natural Science									3,648		
Wausau Tile									1,883		
Wilco Supply									70		
Zumar Industries									4,798		
Total of Expenses	105,726	936,384	277,851	80,887	3,165,106	3,009,411	4,948,859	107,477	689,733	235,145	13,556,578
Balance of Budget	0	0	0	0	0	826	0	0	1	2,927	3,755

Estimated Construction Costs
Current Est. \$ per Sq. Ft. @ 13,990 SF (Construction Costs)
Construction Budget

355
4,960,000

Start Date
Finish Date
Sq. Footage

December-06
February-10
13,990

11/2/2011 9:01

Shasta-Tehama-Trinity Joint Community College District
Lease Revenue Bonds Projects Board Report
Through October 24, 2011

2008A Lease Revenue Bonds		Budget	Expenses					Balance of Budget	
Projects	Account # Reference		Architectural, Engineering, Inspections	Project Management	Construction and/or Installation Contracts	Other	Total Income/ Expenses		
Bond Issuance Costs						139,820	139,820	-	
Interest YTD						(96,869)	(96,869)	-	
Completed Projects									
Shasta Central Plant HVAC Upgrades	71502-620000	1,713,668		4,015	1,684,854	24,799	1,713,668	-	
Shasta Central Plant Lighting Upgrades	71502-620000	55,157				55,157	55,157	-	
Shasta Central Plant Water Heaters	71502-620000	12,987				12,987	12,987	-	
Theatre Remodel	71508-620000	500,000	14,828	354	477,206	7,612	500,000	-	
Football Stadium Pedestrian Walkway	71018-612000	164,075	1,363	2,035	160,677		164,075	-	
Football Stadium Loud Speaker System	71018-640000	8,641				8,641	8,641	-	
Pool Mechanical Room Roof	71056-620000	184,518			184,518		184,518	-	
Gym Bleachers Refurbishing	71002-620001	207,096		2,695	203,631	770	207,096	-	
Gym Floor Refinishing	71002-620007	33,335			33,335		33,335	-	
Stadium Booth Repairs	71002-620005	9,129			9,129		9,129	-	
Stadium Lighting	71002-612008	8,733	110		8,623		8,733	-	
Open Projects									
Pool Deck Repairs	71002-612002	32,000		1,128	7,149		8,277	23,723	
Gym Room 1904 Tech Update	71002-620009	1,682			1,682		1,682	0	
ADA Site Access	71039-612000	110,000	39,213	3,328	61,512	4,493	108,546	1,454	
ADA Building Access	71039-620000	43,000			22,083		22,083	20,917	
Bat Abatement/Soffit Bldg. 2100	71084-573000	100,000	4,608	550	4,550		9,708	90,292	
Sewer Pond Lift Station	71038-640000	60,000			47,634		47,634	12,366	
Gas Line Replacement	71058-612000	193,403			156,889		156,889	36,514	
Welding Building Project		300,000			175,820		175,820	124,180	
Contingency		107,576				(1,472)	(1,472)	109,048	
		3,845,000	60,122	14,105	3,239,293	155,938	-	3,469,458	375,542
2009A/B Lease Revenue Bonds									
Projects	Account # Reference	Budget	Architectural, Engineering, Inspections	Project Management	Construction and/or Installation Contracts	Other	Total Expenses	Balance of Budget	
Bond Issuance Costs		133,054				133,054	133,054	-	
Solar Field	71507-612000	7,224,082	50,326	25,960	7,104,036	43,760	7,224,082	(0)	
Transfer to General Fund for LRC Reimb.		3,871,736				3,871,736	3,871,736	-	
Interfund Transfers (Principal Payment)		460,121				460,121	460,121	-	
Gym HVAC	71002-620003	150,000		386		5,669	6,054	143,946	
Gym Locker Room Remodel	71002-620004	101,250				2,816	2,816	98,434	
Contingency		530,045					-	530,045	
		12,470,288	50,326	26,346	7,104,036	4,384,102	11,564,810	772,424	
11/2/2011 9:01 Prepared by Deb Parisot									

Citizens Oversight Committee for Bond Measure A
Name and Term Expiration List

Name	Representation	Term Expires	Reappointment Accepted	New Term Expiration
Scott Brown	Business Organization	12/16/2011	Ineligible	
Henry Cuenca	At Large	7/14/2012	Yes	7/14/2014
Joe Gibson	Organization of the Community College	09/10/2010	Yes	9/10/2012
Missy McArthur	At Large	7/14/2012	Yes	7/14/2014
Larry Montgomery	Senior Citizens Organization	7/14/2012	No	
Gail O'Brien	At Large	7/14/2012	Yes	7/14/2014
Kirsten Plate	At Large	7/14/2012		7/14/2014
Larry Robins	At Large	7/14/2012	Yes	7/14/2014
Robert Rock	At Large	7/14/2012	Yes	7/14/2014
Dawn Kreick	Taxpayers Organization	12/16/2011	Ineligible	