

CITIZENS OVERSIGHT COMMITTEE
FOR BOND MEASURE A
SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT
February 2, 2009

Meeting Notes

Committee Members Present:

Jessica Cunningham
Kathryn Schmitz
Tara Swanson
Joe Gibson

Committee Members Absent:

Scott Brown
Dawn Kreick
Vienna Montague
Jeffrey Moyer
Greg O'Sullivan

Advisory Staff to the Committee Present:

Gary Lewis
John Moore
Tom Orr
Debbie Parisot
Joe Wyse

Call to Order

Co-Chair Jessica Cunningham called the meeting to order at 6:20 p.m. at Shasta College, Tehama Campus, 900 Palm Avenue, Room 7801, Red Bluff, California.

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

Ms. Cunningham asked if there were any requests from the audience to speak to any item on the agenda. There was no response.

Notes of the October 8, 2008, Meeting

Ms. Cunningham asked if there were any changes to the notes of the October 8, 2008, meeting. Ms. Cunningham noted that she would like the location of the meeting (e.g, Shasta College, Trinity Campus) added to the minutes for a clearer representation of where the meeting takes place. There were no other changes.

Update on Bond Projects and Financial Reports

Joe Wyse, Vice President of Administrative Services, referred to Exhibit B, for an oversight of the progress of the reminding projects of the Measure A Bond.

Mr. Wyse noted that the Library Annex project is not part of the G.O. bond.

Since the committee had just toured the new Shasta College, Tehama Campus construction site, Mr. Wyse wanted to take this opportunity to compliment Gifford Construction on what an excellent job they are doing on this project. Joe Gibson questioned that with the state budget situation, was the District still in the belief that the third building would be ready by Spring 2010? Mr. Wyse noted that the construction documents were approximately 50% complete with the architect. But because of the furloughs that the State might implement, DSA could be behind which would delay the process even further. Jessica Cunningham reported that she had heard that many private contractors worked for DSA and they too were being cautious about the situation for fear they might not get paid.

On the Theatre and Trinity Campus projects Mr. Wyse noted that there still was a punch list being addressed as well as some credits for materials not used and services in dispute. He anticipated the credit to be approximately \$2,600 for the Theatre and up to \$15,000 for Trinity. The plan was still to pay for the overages with the interest from the bond funds which can only be used for these projects.

Ms. Cunningham asked what the duties of Andy Anderson were. Mr. Wyse noted that all projects required a state certified inspector and Mr. Anderson was the inspector for this project. His duties are to make sure the District meets all requirements and regulations set forth by the State.

Ms. Cunningham asked why the contractors, Lakmann for the Theatre and Gallino for the Trinity Campus, were being paid more than the original amount which was awarded by the Shasta College Board of Trustees. Mr. Wyse explained that this was for change orders in the projects. He stated that it was not unusual for a project to have approximately 5% error margin which in turn creates change orders. He assured the committee that George Estrada, Project Manager, monitors this process very closely. He asked Mrs. Parisot to change the report and remove the words "Base Bid" as this was not the case at this point in the project.

Ms. Cunningham asked about enrollment figures for Trinity since completion of the new campus. Tom Orr, Dean, Extended Education noted that at this time it is up approximately 12% over last year at this same time period.

Measure A Bond Fund Annual Financial Audit

Mr. Wyse explained to the committee that part of the bond requirements were to have an independent auditor's report prepared each year on these funds. He noted that we had a very clean audit according to the auditors of Nystrom & Company, LLP. Nystrom auditors, in their opinion, said the Shasta-Tehama-Trinity Joint Community College District complied, in all material respects, for the period of July 1, 2007 through June 30, 2008. Gary Lewis complimented the Shasta College staff for their efforts in making this a successfully endeavor. This was not an action item but the committee acknowledged receipt of the audit of the General Obligation Bonds (Election of 2002, Series A & B) as prepared by Nystrom & Company, LLP.

Other Business

Ms. Cunningham requested that at the next meeting that an agenda item be added to appoint another co-chair in order to help relieve her of the meeting if needed.

Future Meeting Dates

Ms. Cunningham announced that the next meetings of the committee were scheduled as:

May 4, 2009
August 3, 2009
November 2, 2009

Mr. Lewis announced that the ribbon cutting for the Shasta College, Tehama Campus would be on Saturday, August 22, 2009. He hoped the committee would be in attendance.

Next Meeting

The next meeting is scheduled for Monday, May 4, 2009 at 5:30 p.m. in the Shasta College, Redding campus, Board Room.

Adjourn

It was moved by Mr. Gibson, seconded by Ms. Swanson, and carried TO ADJOURN.
Ms. Cunningham adjourned the meeting at 6:41 p.m.

Submitted,

Debbie Parisot
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