



## **COLLEGE OF THE SISKIYOU CITIZENS' BOND OVERSIGHT COMMITTEE**

### **MINUTES**

**Monday, June 19, 2006**

**2:00 p.m. – 5:00 p.m.**

**Board Room – Weed Campus**

1. Call to Order

Dr. Pelham called the meeting to order at 2:02 p.m.

2. Welcome

Dr. Pelham welcomed all in attendance and thanked Committee Members for their willingness to serve on the Citizens' Bond Oversight Committee. Brief introductions were given by individuals in attendance:

David Pelham- Superintendent/President, College of the Siskiyou  
Kent Gross – Controller, College of the Siskiyou  
Rand Roselli – Foundation Board President, College of the Siskiyou  
Bob McCrillis – Investment Consultant  
Barbara Dillmann – K-12 Representative  
Earl Wilson – Citizen at Large, City of Weed  
Jim Wrobel – Retired Social Security Administrator  
Michael Kobseff – Guest  
Dwayne Jones – CEO Fairchild Medical Center  
David Casnocha – Bond Attorney  
Todd Corey, (Citizen, MCTV-15)  
Mark Healy – Facilities Manager, College of the Siskiyou  
Rose Applewhite – Bond Secretary, College of the Siskiyou

Members Absent: Allison Leal, Tom Moore, Norman Shaskey, Jessica Thomas

3. Rules & Responsibilities

Mr. Casnocha reviewed the following rules and responsibilities for Committee members as they relate to the Bylaws:

▪ **Call for Election:**

The Board of Trustees of the District adopted a Resolution ordering an Election, and establishing specifications of the election order at its July Board meeting. Pursuant to Section 15278 of the Education Code, the District is obligated to establish the Citizens' Bond Oversight Committee which shall have duties and rights set forth in the Bylaws.

▪ **Review of Bylaws:**

An overview of specific sections within the Bylaws was reviewed. The Committee shall have all the duties and rights set forth within the sections of the Bylaws. Committee Members are an advisory group only and do not have independent legal capacity from the District.

▪ **Change or Amendment to Bylaws:**

Any amendment or change to the Bylaws must be made through a Resolution.

4. Report From District Regarding Proposed Projects

- Dormitory Remodel
- Science Building
- Rural Health Science Institute – in the process of identifying programs to be housed in the facility.
- Welding Shop – OSHA had issues with ventilation system. Project is listed in the Strategic Master Plan. Anticipated project cost is \$400,000 and has to be completed before the start of the fall semester.
- Sewer Lift Station – Will need to add a sewer lift station if we are going to expand our Fire Science Program. Currently, there are no bathroom facilities in that section of the campus. The College infrastructure will not support the addition of a new facility without the addition of a sewer lift station.
- Upgrading Electrical Utility Service – Our current infrastructure is not adequate to support additional buildings.

Dr. Pelham provided the following information for Committee Members:

- focused projects were the result of a poll survey which included approximately 400 voters. Approximately 20 projects were included in our first Strategic Master Plan. The Fire Science Building and Rural Health Institute polled about 82%. Because certain projects were supported by voters, we continue to use them.
- Our Foundation had the remodel of the dormitories as their priority. The Foundation agreed to provide approximately \$50,000 towards campaign with the understanding that the dormitories would be remodeled.
- Additional bonds will be sold in the next 2-3 years. Bond dollars will be spent in the next 7 years.
- The Rural Health Institute may take more than 3 years to complete. Money will be used from the 1<sup>st</sup> and 2<sup>nd</sup> bond sales.
- Committee members may ask the College to provide them with the process they went through to select a contractor; however, the Committee does not have jurisdiction over the following activities: construction contracts; construction change orders; expenditure of construction funds; handling of all legal matters; approval of construction plans and schedules; approval of all deferred maintenance plans; or approval of the sale of bonds.
- A Construction Project Manager will be hired to oversee all projects. To date, six companies have submitted bids and have been asked to do a presentation for the Project Management Selection Committee. It is anticipated that the Construction Project Manager will be on board by August.

5. Comments From Public

The following questions/concerns were posed during public comment:

1. What criteria will be used for selecting each project?
  - All staff that will utilize the facility will be brought together for discussion
  - Architect will run numbers to show costs for facility
  - Review and pair down figures

2. Does the College have an overall direction for electrical costs related to feasibility?
  - wind generation is a possibility.
3. Are matching funds available?
  - It is expected that approximately \$5/M will be available in matching funds from various sources, but can't be certain at this time.

6. Selection of Terms for Members

Each member shall serve a term of two (2) years, commencing on the date of the first meeting of the Committee. No member may serve more than two (2) consecutive terms. During the first meeting, members will select a minimum of two members to serve for an initial one (1) year term and remaining members for an initial two (2) year term.

James Wrobel and Dwayne Jones volunteered to serve one (1) year terms. However, due to the absence of several Committee members, the selection of terms will be discussed at the next Committee meeting.

7. Election of Officers

This item was tabled for discussion until the next meeting of the Citizens' Bond Oversight Committee.

8. Date for Next Meeting

The Committee identified the months of October, February, and June for future meetings. The exact dates for each of the meetings will be determined via e-mail vote.

9. Adjournment

There being no further business to come before the Committee, Dr. Pelham declared the meeting adjourned at 3:34 p.m.