



Santa Monica Community College District

CITIZENS' BOND OVERSIGHT COMMITTEE

ANNUAL REPORT, 2004-2005

Submitted to the
Santa Monica Community College District
BOARD OF TRUSTEES

Carole Currey, Chair
Dr. Nancy Greenstein, Vice-Chair
Dr. Susan Aminoff
Dr. Dorothy Ehrhart-Morrison
Dr. Margaret Quiñones
Rob Rader
Herbert Roney
Belinda Phillips, Student Trustee

**CITIZENS' BOND OVERSIGHT COMMITTEE
2004-2005**

Linda Sullivan, Chair
Paul Leoni, Vice-Chair
Clarence Chapman
Veronica Lopez
Eleanore Meyer
Ed Moosbrugger
James Mount
Herb Reich
Herb Rose
Bertrand Staggers
Irma Vargas
Pierce Watson
Joe Weichman
Allen Weiss

John Jalili, Committee Advisor
Lisa Rose, Committee Coordinator



Santa Monica Community College District
Citizens' Bond Oversight Committee

ANNUAL REPORT, 2004-2005

STATEMENT OF COMPLIANCE

This Annual Report is submitted to the Board of Trustees by the Santa Monica Community College District Citizens' Bond Oversight Committee.

The Committee advises that, to the best of its knowledge, the Santa Monica Community College District is in compliance with the requirements in Article XIII A, Section 1(b)(3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure U and no funds were used for any teacher or administrative salaries or other operating expenses, as prohibited by Article XIII A, Section 1(b)(3)(a) of the California Constitution.

Respectfully Submitted:

Linda Sullivan, Chair
Citizens' Bond Oversight Committee

Date:

June 20, 2005



Santa Monica Community College District
Citizens' Bond Oversight Committee

ANNUAL REPORT, 2004-2005

STATEMENT OF COMPLIANCE

This Annual Report is submitted to the Board of Trustees by the Santa Monica Community College District Citizens' Bond Oversight Committee.

The Committee advises that, to the best of its knowledge, the Santa Monica Community College District is in compliance with the requirements in Article XIII A, Section 1(b)(3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure S and no funds were used for any teacher or administrative salaries or other operating expenses, as prohibited by Article XIII A, Section 1(b)(3)(a) of the California Constitution.

Respectfully Submitted:

Linda Sullivan, Chair
Citizens' Bond Oversight Committee

Date:

June 20, 2005



Santa Monica Community College District
Citizens' Bond Oversight Committee

ANNUAL REPORT, 2004-2005

SUMMARY OF THE CITIZENS' BOND OVERSIGHT COMMITTEE
PROCEEDINGS AND ACTIVITIES
2004-05

Meetings of the Citizens' Bond Oversight Committee

The Committee conducts its meetings in accordance with provisions of the Ralph M. Brown Public Meetings Act, Government Code Sections 54950 *et seq.* Meeting notices and agendas are sent to members of the Committee within the required period of time and are also posted at eight SMC campus locations and satellite sites. Meeting notices, agendas, minutes and all documents and reports received by the Committee members are a matter of public record and made available on the SMC website:

(www.smc.edu/admin/trustees/CitizensBondOversightCommittee/default.htm)

July 21, 2004

SMC Business Building Room 111
1900 Pico Boulevard, Santa Monica

REAPPOINTMENT OF MEMBERS

The following members of the committee were unanimously reappointed for another two-year term by the Board of Trustees on June 7, 2004:

Paul Leoni
Ed Moosbrugger
Jim Mount
Herb Reich
Herb Rose
Bertrand Staggers
Pierce Watson

The following information was included in the minutes regarding the composition of the Citizens' Bond Oversight Committee (CBOC):

Education Code Section 15282 states that the Citizens' Bond Oversight Committee shall consist of at least seven members, comprised of the following:

- *Representative of business community*
- *Representative of senior citizens organization*
- *Member of a taxpayers' organization*
- *Currently enrolled student*
- *Member of college advisory board or foundation*

There are two vacancies that need to be filled: (1) SMC student and, (2) representative of a Taxpayers' Association. The District is accepting applications to fill these positions (application is enclosed) and recommendations will be submitted to the Board of Trustees for approval in time for the October CBOC meeting.

Election of officers for 2004-05 will be held at the October meeting after the vacancies are filled.

REPORTS and DISCUSSION

- Draft of Annual Report, 2003-04
Approval of the Annual Report was deferred to the October meeting.
- Status of Projects
- Proposed Bond Measure:
- Federal Appropriations Update

October 20, 2004

Business Building Room 111
1900 Pico Boulevard, Santa Monica

APPOINTMENT OF STUDENT REPRESENTATIVE

SMC student Veronica Lopez was unanimously appointed by the Board of Trustees on September 8, 2004 to serve as the student representative on the Citizens' Bond Oversight Committee for a one-year term, 2004-05.

ELECTION OF OFFICERS FOR 2004-06

Linda Sullivan was elected Chair and Paul Leoni was elected Vice-Chair for a two-year term, 2004-06.

REPORTS and DISCUSSION

- Measure U Construction Projects Timeline
- Measure U Construction Project List – Expenditure Report

APPROVAL OF ANNUAL REPORT, 2003-04

Since the Annual Report contains a statement of compliance that bond revenues have been expended only for the purposes so described in Measure U, it is necessary to defer approval until the statement from the auditor is received. Therefore, approval of the Annual Report, 2003-04 was deferred until the meeting on January 19, 2005.

January 26, 2005

Drescher Hall, Room 300-E
1900 Pico Boulevard, Santa Monica

APPOINTMENT OF MEMBER REPRESENTING TAXPAYERS' ORGANIZATION

Clarence Chapman was appointed by the Board of Trustees on November 15, 2004 to serve on the Citizens' Bond Oversight Committee for a two-year term, 2004-06.

REPORTS and DISCUSSION

Linda Sullivan recognized the retirement of Piedad Robertson. Randy Lawson reported the following "interim" administrative reorganization resulting from Piedad Robertson's retirement: Tom Donner has been appointed Interim Superintendent/ President; Randy Lawson, Executive Vice-President; Marvin Martinez, Provost Bundy Campus; Dianne Berman, Director Bundy Campus; Robert Sammis, Vice-President, Planning and Development; Jeff Shimizu, Vice-President Academic Affairs.

- Bundy Campus - Update
- Measure S
- Expenditure Report
- Opinion provided by the Office of the Attorney General
An opinion was provided by the Office of the Attorney General that "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." This does not apply to administrative functions to support the committee.

ANNUAL REPORT, 2003-04

The Audit Report and statement from the Auditor addressing the incorrect reporting of an expenditure transferred to Measure U has not yet been received. Both documents will be forwarded to the Committee as soon as received and the issue will be placed again on the agenda for April 20, 2005. Therefore, approval of the Annual Report for 2003-04 was deferred until the April meeting.

April 20, 2005

SMC Business Building Room 111
1900 Pico Boulevard, Santa Monica

REVIEW OF DISTRICT AUDIT REPORT (as it pertains to Measure U funds).

The major issue in the Audit Report was how to address a transfer made during the year end closing process which was improperly recorded. Expenditures related to the library addition project were recorded to the Measure U Bond Building Fund rather than to the old Bond Building Fund, in the amount of \$1,187,168.05. The auditor and the District staff agreed that the proper adjustment could be made in the subsequent year's beginning balance adjustments since the County does not have another way to correct errors in closing. In the future, the closings would be earlier so that there is an opportunity to make adjustments. The next audit report will be coming for the next period and will be forwarded to the Committee. There was no effect of this adjustment on interest earned in the account.

APPROVAL OF ANNUAL REPORT, 2003-04

The Annual Report for 2003-04 includes a statement that the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution and a summary of the Committee's proceedings and activities for 2003-04.

REPORTS and DISCUSSION

- Capital Outlay Program – Bond Projects
- Measure U/Measure S Construction Projects Timeline
- Measure U/Measure S Projects Expenditure Report
- Santa Monica Airport Campus
- Shuttle Replacement Parking Structure:
- 14th and Pico