

**MARIN COMMUNITY COLLEGE DISTRICT  
MEASURE C BOND CITIZENS' OVERSIGHT COMMITTEE**

**Annual Report  
For The Period Ending June 30, 2008**

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**Description of Measure C**

On November 2, 2004, voters in Marin County approved Measure C which provided \$249.5 million in funding to update, modernize, and retrofit the Marin Community College District serving County residents at the College of Marin Kentfield and Indian Valley Campuses.

**Measure C Bond Citizens' Oversight Committee**

As provided in Education Code Section 15278, a Citizens' Oversight Committee was formed by the Community College District's Board of Trustees on February 8, 2005. The committee is composed of members that represent student government, the business community, a senior citizen organization, taxpayer association, college support organizations and the community at large. The role of the committee is to inform the public concerning the District's expenditure of revenues received from the sale of bonds authorized by the voters in the November 2004 general election. In particular, the committee is providing oversight ensuring that:

1. Bond proceeds are expended only for construction, reconstruction, rehabilitation or replacement of College facilities in compliance with the projects listed in the Measure C ballot language; and that
2. No funds are used for teacher or administrator salaries or for other college operating expenses.

To carry out its role, the Citizens' Oversight Committee may:

1. Receive and review copies of the annual independent performance audit conducted to ensure that the bond revenue has been expended only on the specific projects listed in the bond proposition;
2. Receive and review copies of the annual independent financial audit of the bond revenue;
3. Inspect college facilities and grounds to ensure that the bond revenue is expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution;
4. Receive and review copies of deferred maintenance proposals or plans developed by the district; and
5. Review efforts by the district to maximize bond revenues by implementing various cost saving measures.

At the end of this reporting period the Committee had lost six members whose terms expired in May 2008; another member's term was to expire in August 2008. One member whose term was to expire in May 2009 was deceased. Five members remained, whose terms expire in May 2009. Six or seven new members were being sought to start at the next meeting scheduled for September 2008.

## **Meetings**

Since its formation in February 2005 (to the end of this reporting period), the committee has met 13 (thirteen) times. Minutes of the meetings are posted on the District website and are available to the public. Locations of meetings are announced in advance through the publication of the individual agenda and posted on the District website. The committee meetings have been held at the Kentfield Campus.

During the reporting period (July 1, 2007 – June 30, 2008), the Citizens' Oversight Committee met on three occasions (October 2, 2007; February 12, 2008; and April 8, 2008). In these meetings the committee reviewed audit and quarterly reports through December 31, 2007. The committee also heard several reports from staff on the bond's planning, design and construction activities.

## **Major Bond Activity July 1, 2007 – June 30, 2008**

- Under the leadership of Director of Modernization V-Anne Chernock, the program management team from Swinerton Management & Consulting pre-qualified general contractors; finalized a Project Stabilization Agreement for two building projects; refined and received Board approval for a new change order / amendment approval process; and coordinated architect activities related to Division of the State Architect (DSA) approval processes and LEED (Leadership in Energy and Environmental Design) certification.
- In January 2008 and again in April 2008, the Board of Trustees approved revisions to the Bond Spending Plan, which outlines how the program's \$264.5 million (\$249.5 m bond plus projected \$15 m interest) will be spent on seven major building projects, several smaller infrastructure projects, temporary "swing" space, and operating and management expenses.
- During this fiscal year the District began construction on its first major building project (the Diamond PE Center modernization); prepared temporary spaces for several instructional programs; relocated the Kentfield PE program into portables; and began and/or completed construction of several infrastructure projects.
- In Fall 2007 and again in Spring 2008 the District convened a pair of community forums to inform the public of the program's progress, and formed constituent user groups to gather ideas and preferences the design of each building project.
- In November 2007 the Board certified program-level Environmental Impact Reports for both campuses.
- In early 2008 Swinerton hired Leigh Sata as Program Manager to replace former Program Manager Rich Graziano who was re-assigned.

## **Audit Results**

The accounting firm of Perry – Smith, LLP conducted two six-month financial and performance reviews for the periods January 1 - June 30, 2007 and July 1 – December 31, 2007. In both cases the firm found that the bond fund financial statements present fairly the financial position and results of operations for the fund.

During each audit the accountants selected a sample representative of 50 warrants issued from the respective reporting period to check for mathematical accuracy and proper representation of bond

expenditures. The firm concluded that each of the representative samples accurately represented a valid bond expenditure. Expenses were properly charged in the location indicated; expenses were properly coded; and were determined to represent construction, rehabilitation, or replacement of school facilities. The firm also determined that the expenditures were mathematically accurate. The firm indicated that their findings of 100% accuracy are not common across the work that they do.

The Measure C Citizens' Oversight Committee reviewed the first (January-June 2007) six-month audit on February 12, 2008 and the second (July-December 2007) six-month audit on April 10, 2008.

## **Conclusion**

The committee is pleased with the results of the District's efforts on the Measure C bond program for the time period July 1, 2007 through June 30, 2008.

More detailed information about the College District's bond projects, timelines, and expenditures-to-date are available on the District's web page: [www.marin.edu](http://www.marin.edu). From the first page, under "About the College" click on "Measure C Updates" and "Citizens' Oversight Committee" where you will find minutes, agendas and reports considered by the Citizens' Oversight Committee. Measure C Updates allows you to view the bond project lists and other bond-related information. If you still have questions or concerns, please contact the Citizens' Oversight Committee c/o Melinda Molloy at 415-485-9508, e-mail [Melinda.Molloy@marin.edu](mailto:Melinda.Molloy@marin.edu).

The College of Marin Citizens' Oversight Committee invites community members to attend its meetings held at the College of Marin, Kentfield, CA 94904. All meetings are open to the public; meeting dates, locations and agendas are posted on the District web site.

Measure C Citizens' Oversight Committee: (As of June 30, 2008)

Dr. William Levinson, Chair  
(Co-chair vacant on June 30, 2008)

### Other members as of June 30, 2008:

Richard Biegel  
Joan Capurro  
Nancy McCauley  
Perry Newman  
Walter Strauss