

**OHLONE COMMUNITY COLLEGE DISTRICT
Bond Oversight Committee
Purpose and Activities
Report**

Date: February 2, 2004

Reporting Period: Sept. 2003 – Dec. 2003

Committee Members: Pat Danielson, Ken Ballard, Dan Chang, Jim Laub, Christopher Gray, Louis Willett, Jason Greenfield, James Griffin, Leo Hinkel, George Mathiesen, Emily Sawyer

Purpose, Activities	Current Status
<p>I. Active review and report on the proper expenditure of taxpayers' money for school construction;</p> <p>The Committee is authorized to engage in any of the following activities in furtherance of its purpose:</p> <ol style="list-style-type: none"> 1. Receive and review copies of the annual independent performance audit required by Article XIII A, Section 1 (b)(3)(C) of the California Constitution; 2. Receive and review copies of the annual independent financial audit required by Article XIII A, Section 1 (b)(3)(C) of the California Constitution; 	<p>I.a. The Committee reviewed the Fourth Quarter 2002-2003 Bond Financial Report at the meeting of <u>October 6, 2003</u>.</p> <p>I.b. The Committee reviewed and approved the Purpose and Activities Report for the period June 2003 – August 2003 at the <u>October 6, 2003</u> meeting.</p> <p>I.c. At the <u>October 6, 2003</u> meeting, the Committee discussed a proposed website posting policy and the types of documentation that should be posted for public review. It was decided that a draft policy would be prepared and reviewed at a future meeting.</p> <p>I.d. At the <u>November 3, 2003</u> Committee meeting, the Committee reviewed and approved their website policy statement. The policy states that the website will provide information on meeting agendas and meeting minutes, Committee Quarterly Reports, Financial Report Summaries, and Project Updates. It was also determined that information would be posted at the site for one year, with the exception of project updates, which will remain posted indefinitely.</p>

Purpose, Activities		Current Status
<ul style="list-style-type: none"> 3. Inspect school facilities and grounds to ensure bond revenues are expended in compliance with Article XIII A, Section 1(b)(3) of the California Constitution; 4. Receive and review copies of any deferred maintenance proposals or plans developed by the district; and 		
<p>II. Provide oversight for:</p> <ul style="list-style-type: none"> 1. Ensuring that bond revenues are expended only for the construction, reconstruction, rehabilitation or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities; <p>(as stated in the full text of the Measure A Bond Measure - “to oversee the implementation of the General Obligation Bond Report, perform annual audits and assure that bond moneys are only spent on projects identified in the General Obligation Bond Report.”)</p> <ul style="list-style-type: none"> 2. Ensuring that no funds are used for any teacher or administrative salaries or other school operating expenses. [Education Code 15278(b)] 		<p>II.1.a. At the <u>October 6, 2003</u> Committee meeting, Don Eichelberger reported on changes to the Master Plans for the Fremont Campus and the Newark Site. He discussed such criteria as economy, State budget, the opening of Hyman Hall, effects of the new Child Care facility, and possible commercial uses.</p> <p>II.1.b. At the <u>October 20, 2003</u> Committee Meeting, MBT Architects presented planning options for a revised Newark Site Master Plan. Partnership options were also reviewed. The Committee supported the plans as presented.</p> <p>II.1.c. At the <u>November 3, 2003</u> meeting, Don Eichelberger presented sample report styles for the Committee’s review. The Committee discussed and determined what information was most important for reporting and the back up that would be available for review. Jim Laub presented samples of reporting charts, including a milestone chart for the Committee’s review.</p> <p>II.1.d. At the <u>December 16, 2003</u> meeting, the Committee reviewed the latest revisions to the Newark Site Master Plan. The plan, as presented, will look toward smaller construction, but better quality. Affiliations with other educational facilities was also explored. The Committee expressed approval for the</p>

Purpose, Activities	Current Status latest revision.
<p>III. Review efforts by the district to maximize bond revenues by implementing cost saving measures, including, but not limited to:</p> <ul style="list-style-type: none"> ◦ Mechanisms designed to reduce the cost of professional fees; ◦ Mechanisms designed to reduce the cost of site preparation; ◦ Recommendations regarding the joint use of core facilities; ◦ Mechanisms designed to reduce costs by incorporating efficiencies in school site design; and ◦ Recommendations regarding the use of cost-effective and efficient reusable plans. [Education Code 15278(c)] 	<p>III.a. At the <u>October 6, 2003</u> meeting, Deanna reported that KMD Architectural services had been terminated, due to the change in planning for the Fremont Campus. She stated that a greater period of time was needed to plan and prepare revisions to the Fremont Campus Master Plan before continuing with architectural services for the campus.</p> <p>III.b. At the <u>October 20, 2003</u> meeting, the Committee reviewed fund reallocations as a result of revisions to the Newark Center Master Plan.</p> <p>III.c. At the <u>November 3, 2003</u> meeting, the Committee further reviewed reallocation of funds, and Deanna advised the Committee that a new budget will be prepared and presented when the Newark Center Master Plan revisions are completed and approved.</p>