

## STAY IN TOUCH

The Citizens Oversight Committee meets four times a year to review Measure C projects and progress. All meetings are open to the public, and are held at 2:00 p.m. at the Coast Community College District headquarters at 1370 Adams Avenue in Costa Mesa. For more information, go to the District web site at [www.cccd.edu](http://www.cccd.edu) or call the District at (714) 438-4600.

### Upcoming meeting dates:

March 9, 2005

June 8, 2005



#### Coast Community College District Board of Trustees

Paul G. Berger • George E. Brown • Walter G. Howald  
Jerry Patterson • Armando R. Ruiz • Heather Larson, Student Trustee

Kenneth D. Yglesias, Ed.D., Chancellor



Coast CCD  
1370 Adams Ave.  
Costa Mesa, CA 92626

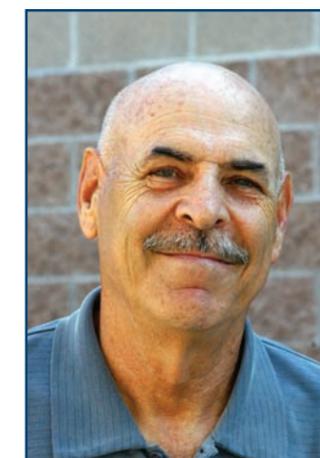
# Citizens Oversight Committee 2003-2004 Annual Report



## Letter from the Measure C Citizens Oversight Committee Chair

To Our Community:

Welcome to the first edition of the Coast Community College District Measure C Citizens Oversight Committee's Annual Report. As your representatives, it is our committee's duty and privilege to oversee the expenditure of funds approved by voters to upgrade and expand the facilities at Orange Coast, Golden West and Coastline community colleges.



This committee represents a cross-section of the Coast District community, which includes nine cities along the northern coastal portion of Orange County. Over the last year, it has been our pleasure to work with the students, faculty, staff and administration of the Coast District and its three colleges. As the chair of this committee, I can assure you that the people in this district are working diligently to ensure that every Measure C dollar is spent efficiently on those projects that are most vital to the mission of the district—providing quality, affordable, accessible educational opportunities to all in the community.

It is exciting to be a part of the changes that will ensure that our local colleges continue to be a valuable resource to our residents and businesses. As you will find in this report, several projects are already underway at each college to repair aging facilities and infrastructure, increase efficiency and provide students and faculty with the latest technological tools to enhance the learning experience.

Our committee meets four times a year, and we welcome all members of the public to each of our meetings. Meeting dates and locations are included in this report, as are ways to contact us with your comments and questions.

We look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "James Garmon".

James Garmon  
Committee Chair

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## WHAT IS MEASURE C?

In November 2002, voters in the Coast Community College District approved Measure C – a \$370 million general obligation bond measure to fund facilities improvements at the District's three colleges – Orange Coast College, Golden West College and Coastline Community College.

Since then, the colleges have been putting those bond funds to work to renovate aging facilities, equip classrooms with new computers and technology, make safety upgrades and construct new facilities to meet the demands of our current and future students.

## WHAT IS THE CITIZENS OVERSIGHT COMMITTEE?

Measure C was approved under the requirements of California's Proposition 39, the Strict Accountability in Local School Construction Bonds Act passed by state voters in 2000. As required by Proposition 39, the Coast Community College District Board of Trustees appointed an independent committee of citizens to oversee the expenditure of all bond funds. The Citizens' Oversight Committee includes representatives from taxpayer groups, business and industry, senior citizens' organizations, and students, and is charged with ensuring that all bond funds are spent as promised on capital projects within the District.

Since the passage of Measure C, the Committee has met several times to review the District's bond-funded construction program, and ensure the program maximizes all funding sources and makes the most prudent use of taxpayer dollars. In addition, the Committee is charged with assuring that the District adheres to the requirements of Proposition 39, including spending funds only on those projects identified in Measure C and approved by the voters.



### 2003-2004 Citizens Oversight Committee Members

**James Garmon**  
Chairman

**Ron Linsky**  
Vice Chairman

**Tony Almaguer**  
At-Large Representative

**Heather Arroyo**  
Student Representative

**Neel Buell**  
College Foundation Representative

**Katrina Foley**  
At-Large Representative

**John Lindgren**  
Senior Citizen Representative

**David Quatman**  
Business Representative

**Lisa Silbar**  
Taxpayer Representative

### Coast Community College District Programming Team

**C.M. Brahmbhatt**  
Vice Chancellor, Administrative Services

**Kevin McElroy**  
Coastline Community College  
Vice President, Administrative Services

**Janet Houlihan**  
Golden West College  
Vice President, Administrative Services

**Rich Pagel**  
Orange Coast College  
Vice President, Administrative Services

**Kim Allen**  
District Director, Fiscal Affairs

**Ardith Richey**  
District Facilities Coordinator

**Erin Cohn Curtis**  
District Director, Public Affairs

## MEASURE C: THE FIRST TWO YEARS

Since voters approved Measure C in November 2002, the Coast Community College District has made significant progress in its Capital Facilities Program. As of September 30, 2004, four projects were under construction and three projects were completed. Two projects have been submitted to the State Division of Architect's Office (DSA) and are awaiting approval. Several projects — including technology, classroom and equipment upgrades — are part of a phased plan of installation at the college campuses.

Updates to the facilities master plans at all three colleges and District-wide are underway, and all were expected to be complete by early 2005. Through the end of September 2004, the District had spent \$41 million of the \$110 million in Phase One bond funds.

A District Programming Team has been formed to monitor projects District-wide. The Programming Team is comprised of staff from the District office and all three colleges.

Finally, like all educational institutions engaged in capital construction, the District has encountered an alarming rise in the cost of construction materials and services. In the last year, building costs have increased by 8.7 percent, and the cost of building materials has increased 20 percent.

## FINANCIAL AND PERFORMANCE AUDITS

### Measure C Independent Financial and Performance Audits Come Up Clean

Measure C contains strict financial safeguards, including a requirement that independent financial and performance audits be conducted annually to ensure that bond funds are spent only on classroom and facility improvements as identified in the ballot language.

Measure C was passed by voters in November 2002. In April 2003, the first phase of general obligations bonds was sold for a total of \$110,000,000.

The audit firm Vicenti, Lloyd & Stutzman, LLP, conducted audits of the bond expenditures and activities for the period April 17, 2003 through June 30, 2004. The firm reported that the Coast Community College District properly accounted for the expenditures of the funds held in the bond building fund and such expenditures were made on authorized bond projects. Furthermore, it was noted that the funds held in the bond building fund and expended by the district were not expended for salaries of school administrators or other operating expenditures.

“Our examination disclosed no instances of non-compliance related to the requirements of Proposition 39,” the audit firm concluded.

One minor accounting finding was brought to the District's attention. That finding involved four invoices for goods or services that were received prior to June 30, 2004, but were paid out of the following fiscal year. The audit recommended the District review all outstanding liabilities at each fiscal year end and properly accrue those amounts for which the goods or services were received by the end of the fiscal year.

In response, the District reviewed internal procedures and implemented necessary changes to ensure all invoices and estimates are properly accrued at year-end.

A copy of the full financial and performance audits can be viewed on the Coast CCD Web site at [www.cccd.edu/bond](http://www.cccd.edu/bond).

## MEASURE C FEATURED PROJECTS

### IN CONSTRUCTION

#### GWC Student Center Remodel

GWC is renovating and expanding the existing Student Center to improve traffic flow for students. The new Student Center will incorporate a study area with Internet access and a flexible interior space allowing the area to be used more efficiently.



#### OCC South Campus Utility Upgrade

This project includes the replacement of existing 50-year-old utilities and the addition of new lines for future buildings. The utilities included underground lines for storm water, fire prevention and reclaimed water. The next phase of implementation will include high-voltage electrical lines and a new electrical distribution center.



## BOND EXPENDITURE UPDATE

In March 2003, the first series of bonds under Measure C was sold, yielding \$110 million. Several high priority construction and upgrade projects were launched at our colleges in the last year using those funds.

Bond-funded projects that have been completed or were in progress as of September 30, 2004, are listed below.

Project	Amount Expended by September 30, 2004	Status of Project as of September 30, 2004
<b>Coastline Community College</b>		
• Construct Westminster Learning Center	\$2,161,310	Under Construction
• Upgrade College Infrastructure for Energy Efficiency	\$23,590	Ongoing
• Upgrade security/safety systems	\$167,445	Complete
<b>Golden West College</b>		
• Renovate Student Center	\$868,297	Under Construction
• Upgrade Information Technology Infrastructure	\$2,628,078	Ongoing
• Upgrade Campus HVAC	\$40,568	Ongoing
• Replace Instructional Technology Equipment	\$775,749	Ongoing
• Resurface and Repair Track	\$150,203	Complete
• Renovate Classrooms and Student Success Center	\$765,422	Program/Working drawings
• Repair Cosmetology Facility	\$4,950	Ongoing
• Facilities Planning	\$24,994	Ongoing
<b>Orange Coast College</b>		
• Upgrade Auditorium and Music Complex	\$110,182	Program/Working drawings
• Construct New Library/Learning Resource Center	\$1,005,322	DSA review
• Upgrade Sailing Center Seawall and Construct Women's Locker Facility	\$406,177	Seawall - complete/Women's locker room - Ongoing
• Upgrade Soccer Fields, Stadium, Dance Floors, Exercise Science & Weight Labs	\$3,504,916	Complete
• Upgrade Information Technology Infrastructure	\$3,746,970	Installation in progress
• Upgrade Utility Infrastructure	\$820,115	Under Construction
• Watson Hall Renovation	\$1,061,306	DSA review
• Renovate Parking Lots	\$1,760,513	Under construction
• Classroom Upgrades	\$781,373	Ongoing
• Master Facilities Planning	\$19,023	Ongoing
<b>District-Wide</b>		
• Design Permanent Structure for District Office	\$23,105	Ongoing
• Construct New District-wide Transportation and Maintenance Facility	\$1,017,392	Ongoing
• Retire Long-Term Debt	\$17,405,791	Complete
• District-Wide Planning	\$794,432	Ongoing
<b>TOTAL</b>	<b>\$41,076,984</b>	

COMPLETED PROJECTS

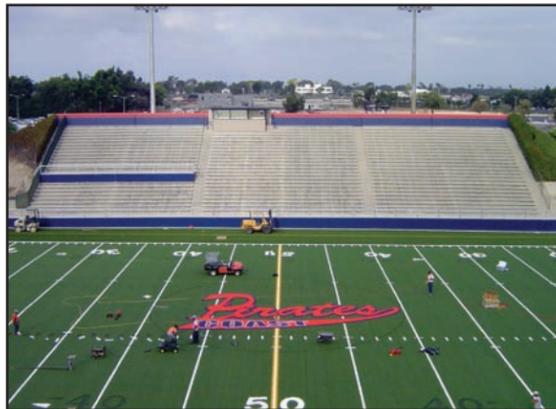
GWC Library Classroom Improvements

GWC students enjoy the renovated student computing lab, writing center and disabled students lab. The area was redesigned to allow for better access for students and the equipment was upgraded to the latest technology.



OCC Soccer Fields and Stadium Renovation, Phase I

In September 2004, OCC completed a remodel of its 50-year-old LeBard Stadium, making it accessible for handicapped fans and installing a state of the art artificial surface called FieldTurf. The new field accommodates both football games and soccer matches, and is used by OCC, GWC and local high schools. OCC also completed a brand new artificial-surface soccer facility located north of the stadium that will host men's and women's soccer matches.



OCC Student Parking

A new student parking lot was completed just days before the beginning of the Fall 2004 semester. The parking lot is adjacent to the future District transportation facility (which is under construction) and can accommodate 500 student vehicles.



IN CONSTRUCTION

District Transportation Facility

A new vehicle maintenance shop is under construction on the OCC campus. The facility will be home to all District vehicles and will provide a maintenance workshop, bus storage, a vehicle wash station, above-ground gas tanks and office space.



Coastline Community College Westminster Learning Center

Coastline broke ground in August on a new, two-story, 42,000-square-foot Learning Center.

The Westminster Learning Center will replace the current leased Huntington/Westminster location. The new center will include modern instructional facilities and technology for classroom instruction.

