Unadopted Minutes
of
CITIZENS’ OVERSIGHT COMMITTEE

School Facilities Improvement District No. 2
Western Nevada County Campus Area
Sierra Joint Community College District

Regular Meeting No. 25
Nevada County Campus
250 Sierra College Drive
Grass Valley, CA 95945

Recorded by: Kristie Purdy
Date of Meeting: February 15, 2012

<table>
<thead>
<tr>
<th>Committee Members:</th>
<th>Present</th>
<th>Not Present</th>
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<tbody>
<tr>
<td>Willard Drown, Public Member</td>
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<td>Patti Foster, Public Member</td>
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<td>Doug Hastings, Public Member</td>
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<td>Vicki Downs, Business Organization Representative</td>
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<td>Julia Locatelli, Public Member</td>
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<td>Gil Mathew, Public Member</td>
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<tr>
<td>Wayne Raley, Senior Citizens Organization Representative</td>
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<td>Jacquie Wallach, Public Member</td>
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<td>Curtis Williams, Public Member</td>
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District Staff:
Laura Doty, Director, Facilities & Construction
Donna Brazil-Bloche, Supervisor Campus Operations, Nevada County Campus
Nancy Palmer, Sierra College, Sierra College Board of Trustee
Willy Duncan, President, Sierra College
Liz Skelly, Project Accountant

Guests:
Judy Bagley

1.0 Call to Order and Roll Call

Curtis Williams, Chair, welcomed the committee and attendees, called the meeting to order at 4:09 and conducted roll call. It was determined that the Committee did not have a quorum to conduct official business, but we would continue as an informational meeting. Laura Doty introduced Willy Duncan, President/Superintendent of the Sierra College District, and Nancy Palmer, President of the Board of Trustees.

2.0 Approval of Minutes from Past Meetings
The Minutes for the 10/19/12 meeting will be approved at the 7/25/12 meeting.

3.0 Public Comments
No public comments

4.0 Financial Report and Budget for Period Ending 6/30/2011

a. Auditors Report
Tina Treis, partner with Perry-Smith LLP, was introduced to present the Independent Auditor’s Report for the fiscal year ended June 30, 2011. Tina reported that the basic financial statements were audited in accordance with Government Auditing Standards and the following unqualified opinion was issued:

The financial statements present fairly, in all material respects, the financial position of the Measure G General Obligation Bonds of the District as of June 30, 2008, and the changes of financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In planning and performing the audit, the District’s internal control procedures were reviewed. No significant deficiencies in internal control over financial reporting were identified to be material weaknesses. In addition to the audit, the auditors performed agreed-upon procedures to the list of Measure G bond expenditures. Based upon their examination of the items tested, nothing came to their attention to indicate that the District was not in compliance with the following requirements:

- Bond proceeds are used only on projects, which were voter approved
- Public Contract Code
- Governmental Code

All bond expenditures tested were properly coded as to the nature of the expenditure and all were determined to represent repair, acquisition, construction, equipping buildings, sites, classrooms, labs and libraries, not District salaries or District administrative expenses.

b. Financial Report

Liz Skelly, Project Accountant, presented the financial report for the period ending 12/31/2011. She presented a condensed version of the financial summary report. The objective was to give the Committee a succinct report that can be easily read. Ms. Skelly reviewed the projects various contingency accounts updating the committee regarding changes and current balances.

Ms. Skelly is paying close attention to the project budget so that we are not overspending and has built a contingency into the budget in case of budget overruns. The District is still negotiating the traffic fee. The District calculated the fee by enrollment numbers and the City of Grass Valley thinks the fee should be calculated by square footage. The District is working through this item with the City.
5.0 Project Update
Laura Doty supplied the committee with a project update. Ms. Laura Doty, Director of Facilities and Operations, reported that a water fountain had been installed in the cardio room and new flooring had been installed in N6. N11-102 has been renovated and has become one of the most popular rooms on campus because of the storage for the disciplines.

The contract for ANOVANexus Architects will go to the March 2012 Board of Trustees meeting to explore the option of a new maintenance building.

Emergency notification stations are being installed and a question was asked if we had good lighting in the parking lot at night for safety purposes and the answer is yes. The parking lots are well-lit.

The Health Services/DPNS position will be house in N3 and it will be renovated.

The additional work update that was approved by the Board of Trustees in March 2011:

Completed 3/11-10/11
- Water fountain for Wellness
- Upgrade of site drainage ditches
- N11-102 renovations, including smart classrooms
- N9 and N10 door window glazing
- Stairway lighting
- Crosswalk lighting
- Emergency notification stations
- New stop sign on Robert Ross Way
- Improved striping on all crosswalks
- New sidewalk between N17 and N19
- New roofs on N6 and N11
- New retaining wall below N13 and N14

In Planning
- New Maintenance building –
- New campus signage directories –
- Multipurpose building lobby gallery lighting
- Additional venting for N9 and N10 art room
- Improved lighting at stairways and crosswalks.

6.0 Schedule of Future Meetings
The next meetings will be July 25, 2012 at 4:00 p.m.
7.0 Adjournment
The meeting was adjourned at 5:01 p.m.