

**GLENDALE COMMUNITY COLLEGE DISTRICT
INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
OVERVIEW***

Committee Established - The Glendale Community College District was successful at the election conducted on March 5, 2004, in obtaining authorization from the District's voters to issue up to \$98,000,000 aggregate principal amount of the District's general obligation bonds ("Measure G"). The District was successful at the election conducted on November 8, 2016 in obtaining authorization from the District's voters to issue up to \$325,000,000 aggregate principal amount of the District's general obligation bonds ("Measure GC"). Pursuant to Section 15278 of the Education Code and a resolution of the Board of Trustees of the District, the District has established an Independent Citizens' Bond Oversight Committee. The Committee does not have legal capacity independent from the District.

Duties - The Committee shall perform only the duties set forth in the law:

- **Inform the Public.** The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority view of the Committee.
- **Review Expenditures.** The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in the Measures; and (b) no bond proceeds were used for any teacher or administrative salaries or other operating expenses.
- **Annual Report.** The Committee shall present to the Board, in public session, an annual written report which shall include the following:
 - ✓ A statement indicating whether 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 the preceding year.

Authorized Activities

In order to perform its duties, the Committee may engage in the following authorized activities:

- Receive and review copies of the District's annual, independent performance audit and annual, independent financial audit, no later than March 31 of each year.
- Inspect District facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District.

- Review copies of scheduled maintenance proposals or plans developed by the District.
- Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.
- Receive from the Board, within three months of the District receiving the Audits, responses to any and all findings, recommendations, and concerns addressed in the Audits, and review said responses.

Membership

- The Committee shall consist of at least seven (7) members appointed by the Board from a list of candidates submitting written applications:
 - ✓ One (1) student enrolled and active in a community college support group, such as student government.
 - ✓ One (1) member active in a business organization representing the business community located in the District.
 - ✓ One (1) member active in a senior citizens' organization.
 - ✓ One (1) member active in a bona-fide taxpayers' association.
 - ✓ One (1) member active in a support organization for the District, such as a foundation.
 - ✓ Two (2) members of the community at-large.
- A committee member must be at least 18 years of age.
- The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.
- Each member shall serve a term of two (2) years and may serve no more than three (3) consecutive terms.

Meetings of the Committee

- The Committee meets quarterly.
- All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.*

Officers - The Committee shall elect the Chair and a Vice-Chair who shall act as Chair only when the Chair is absent. The Chair and Vice-Chair shall serve in such capacities for a term of one year and may be re-elected by vote of a majority of the members of the Committee.

*Highlights of provisions of the Amended and Restricted By laws of the Oversight Committee adopted by the GCCD Board of Trustees December 20, 2016.