

**CONTRA COSTA COMMUNITY COLLEGE DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE**

**Attachment A
Application for Appointment**

About Measures A 2002/2006 and Measure E 2014

Measure A 2002 is a facilities bond measure passed on March 5, 2002, by the voters of the Contra Costa Community College District (District). Measure A 2002 authorizes the District to issue up to \$120 million in general obligation bonds for the purpose of repairing, rehabilitating, and improving existing facilities, and adding new educational facilities. The Governing Board entered the election results in the minutes of the April 24, 2002, meeting.

Measure A 2006 is a facilities bond measure passed on June 6, 2006, by the voters of the District. Measure A 2006 authorizes the District to issue up to \$286.5 million in general obligation bonds for the purpose of repairing, rehabilitating, and improving existing facilities, and adding new educational facilities. The Governing Board entered the election results in the minutes of the July 26, 2006, meeting.

Measure E 2014 is a facilities bond measure passed on June 3, 2014, by the voters of the District. Measure E 2014 authorizes the District to issue up to \$450 million in general obligation bonds for the purpose of repairing, rehabilitating, and improving existing facilities, and adding new educational facilities. The Governing Board entered the election results in the minutes of the July 23, 2014, meeting.

**Duties of the Citizens' Bond Oversight Committee (Committee)
(See complete list at Procedures, Policies and Guidelines, IV.A-E)**

- The Committee shall inform the public concerning the District's expenditure of bond proceeds.
- The Committee may review reports produced by the District to ensure that bond proceeds are expended only for the purposes set forth in Measures A 2002/2006 and Measure E 2014 and that no bond proceeds are used for any teacher or administrator salaries or other operating expenses.
- The Committee shall issue a report at least once a year.

Qualifications

- Applicant must be at least 18 years of age.
- Applicant may not be an employee of the District, official of the District, or any vendor, contractor, or consultant of the District.

Applicant Information

Name: _____

Home Address: _____

Home Telephone: _____ Email: _____

Committee Membership Designations

State law requires that representation on the Committee be as follows. Please indicate the Committee designation(s) for which you are qualified:

- A student enrolled at any one of the campuses of the Contra Costa Community College District (Contra Costa College, Diablo Valley College, Los Medanos College, San Ramon Campus, Brentwood Center) and active in a community college support group, such as student government.
Organization name: _____
- A member active in a business organization representing the business community located in the District.
Business name: _____
- A member active in a senior citizens' organization.
Organization name: _____
- A member active in a bona fide taxpayers' association.
Organization name: _____
- A member active in a District support organization, such as a foundation.
Organization name: _____

Employer Information

Name of Applicant's Employer: _____

Work Address: _____

Work Telephone: _____ Email: _____

Please answer the following questions

1. Have you ever attended one of the five District campuses? _____; If so, which campus?

2. Do you have or have you had any relatives who attended any of the five District campuses? _____
Comments:

3. Are you aware of any potential conflict of interest that would affect your ability to serve on the Measure A 2002 and 2006 Citizens' Bond Oversight Committee? _____ If yes, please explain:

4. Are you now or have you ever been employed by the District? _____
If yes, please explain:

5. Why would you like to be appointed to the Committee? *(Please respond on a separate sheet.)*

Additional Information

Describe your professional skills and training. *(You may attach an additional page or resume.)*

Describe your community service background, including participation and membership in local civic organizations. *(You may attach an additional page or resume.)*

Describe your educational background. *(Response optional)*

Certificate of Applicant

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: _____ Date: _____

**CONTRA COSTA COMMUNITY COLLEGE DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
Measures A 2002/2006 and Measure E 2014**

**Attachment B
Ethics Policy Statement**

This Ethics Policy Statement provides general guidelines for Committee members to follow carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of the Ethics Policy Statement were developed from existing laws, rules, policies and procedures, as well as from concepts that define generally accepted, good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy Statement.

POLICY

CONFLICT OF INTEREST. A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

OUTSIDE EMPLOYMENT. A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

COMMITMENT TO UPHOLD LAW. A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Contra Costa Community College District.

COMMITMENT TO DISTRICT. A Committee member shall place the interests of the District above any personal or business interest of the member.