

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT**  
**Citizens Oversight Committee**  
**October 20, 2003**

**MINUTES**

**I. Roll Call**

Roll call was taken and a quorum was established with the following present:

**Committee Members Present:** Randy Churchill, Jack Dickenson, Don Facciano, Gerald Gooss, Mary Howard, Bob Huber, Lee Ingraham, Rex Laird, Ted Martens, Sandra Rosales, Jane Rozanski, Connie Tushla, Michael Wesner, Kay Wilson-Bolton

**VCCCD Administration Present:** Mike Gregoryk, Deputy Chancellor; Bob Liebling, Director of Facilities; Sue Johnson, Associate Vice Chancellor of Business Services; Mary Anne McNeil, District Budget Officer

**Others Present:** Handel Evans, Bond Project Manager; Les Dickey, JCM Project Director; Richard Thompson, AC Martin Architects; and Vince Coffeen, Leo Daly Architects

**II. Chairman's Comments**

**A. Approval of Minutes**

The minutes of July 21, 2003, were approved with the correction indicating that Mr. Huber was present.

**III. Deputy Chancellor's Comments**

**A.** Deputy Chancellor Mike Gregoryk reported on the Board-approved Phase II construction projects and the State budget situation.

**IV. Old Business**

**A. Audit firm of Vicenti, Lloyd and Stutzman (S. Johnson)**

The process for selection for an audit firm for bond funds is completed. The firm of Vicenti, Lloyd and Stutzman were chosen, and a meeting will be held with the firm shortly. Audit work should begin in December.

**B. Report of expenditures to date (M. A. McNeil)**

A report of all bond expenditures as of October 14, 2003, was distributed. The report includes shared costs, i.e. infrastructure studies, program management, construction management, etc. It also includes the amount of interest the District has received to date. It was noted that the next expenditure report will show more details.

**C. General overview of the Bond Program and report on current projects (H. Evans)**

Mr. Evans explained the process that has taken place for identifying and ranking the projects included in the Measure S construction program and what projects are completed or underway. The Phase I projects were, for the most part, those that could be done immediately, were urgent in nature, involved safety issues or did not require an EIR, i.e. fixing leaky roofs, rehabilitating physical education facilities, etc. The Moorpark College parking lot renovation was also completed in Phase I. The real content of the bond, however, is in the individual campus construction projects in Phases II and III. The Board of Trustees has approved about 16-17 projects for the three campuses. The Phase IIA projects at Oxnard

College were approved at the October Board meeting. By the end of November, about two-thirds of the bond program will be underway in some form or another. Scheduled maintenance projects are also being done: plumbing, fire alarm systems, etc. For the first time, all scheduled maintenance projects are being fully funded, using a combination of State, District and bond funding sources. A District-wide study has commenced to determine what technology infrastructure issues need to be addressed and the order of priority. The Board actions relating to bond projects are included in the COC packet for this meeting.

**V. New Business**

**A. Election of New Chairperson/Vice Chair**

Mr. Churchill was elected as chair of the Citizens Oversight Committee last year. He asked for nominations to fill the position for this year. Mr. Huber nominated Mr. Wesner. The motion was seconded and carried. Mr. Wesner will assume the role of chair at the January meeting. Discussion was opened up for the vice-chair position. Ms. Rozanski nominated Mr. Churchill and he accepted. The motion was seconded and carried.

**B. Presentation of Master Plans for Oxnard and Ventura Colleges**

Richard Thompson (AC Martin) and Vince Coffeen (Leo Daly) presented the draft master plans for Oxnard College and Ventura College, respectively. Parking issues at Ventura College were discussed, along with the impact that construction might have on the weekend swap meet, which is a major funding source for the VC Foundation.

**C. Updates**

**1. Santa Paula Center**

Mr. Evans explained the requirements of building a formal off-campus stand-alone center, funded by the State, as opposed to an outreach educational center. Certain criteria must be met in order to justify State funding, including identification of a site and justification of future enrollment and growth. He further explained that the approval process will be lengthy, 3 or 4 years at the minimum. The Board has approved a consultant group (STRATUS) to work with Ventura College on the issues involving the Santa Paula Center.

**2. Conejo Center (outreach program)**

The District has proposed a partnership with the Conejo Valley Unified School District to build a joint educational facility in Thousand Oaks. The proposed location is ideal, adjacent to the CVUSD headquarters at the corner of Janss/Moorpark Roads. This facility will primarily be used for continuing education high school courses during the day and college courses in the evenings. Discussions are still ongoing.

**3. Status of Project Labor Agreement discussions**

There are three main parties that have an interest in these discussions: the joint labor unions, the Association of General Contractors, and the Ventura County Contractors Assn. Their views differ greatly regarding project labor agreements; however, talks are still taking place to see if a compromise can be reached. When a decision is made, it will be presented to the Board of Trustees for approval.

**4. Architectural Selections**

Mr. Evans reported that a policy for selecting architects is being presented to the Board at their next meeting. The process is an attempt to be fair, appoint on competency, and to support a successful relationship between the architect and the client. Cost will also be considered. The second phase of the screening interviews, which will involve the maximum amount of discussion at the collegiate level, will be open to public viewing; however, the Board will be the body that makes the final selections. It is the board's intention to provide as much work as it can to local firms, but if a firm is not local, then it is desirable that the firm hire as many local consultants and specialists as possible. All architects who have submitted an SOQ will soon be invited to an informational meeting, explaining this process.

**D. Actions taken by the Board involving bond funds since last meeting**

The list of bond expenditures approved by the Board since the last Citizens Oversight committee meeting was reviewed and discussed.

**E. Discussion of Phase II Construction Projects**

A listing of the Phase II construction projects previously approved by the Board of Trustees, with an update on projects to be presented at the next meeting of the Board, was distributed to the committee.

**VI. Public Speakers**

None.

**VII. Adjournment**

The meeting adjourned at 4:45 p.m.

**Next meeting: Monday, January 26, 3 p.m., CA-8**