

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT**  
**Citizens Oversight Committee**  
**April 19, 2004**

**MINUTES**

**I. Roll Call**

Roll call was taken; a quorum was not established with only 10 committee members present.

**Committee Members Present:** Randy Churchill, Jack Dickenson, Bob Huber, Hank Lacayo, Rex Laird, Ted Martens, Jere Robings, Sandra Rosales, Connie Tushla, Michael Wesner

**VCCCD Administration Present:** Bill Studt, Mike Gregoryk, Eva Conrad, Mary Anne McNeil, Rene Rodriquez

**Others Present:** Handel Evans, Les Dickey, Diane Stephens, Alicia Shorter (student)

**II. Chairman's Comments**

**A. Approval of minutes of January 26, 2004**

Approval of the minutes was deferred for lack of quorum.

**B. Constituency of committee – results of informal survey**

Some members of the committee have indicated that they would like to serve a second term; others have not made a decision at this time. It was suggested that the Board of Trustees be encouraged to consider members' attendance records in determining whether or not an appointment should be made for a second term.

**C. Annual report**

The membership reviewed the sample Annual Report, produced by Grossmont-Cuyamaca Community College District, and the cost of producing a similar piece was discussed. It was felt that perhaps a summary piece could be mailed out to the community, and the whole report could be put on the web. Moorpark College might be able to print it in-house. Mr. Evans will investigate the cost of producing this report.

**III. Board Member's Comments**

None.

**IV. Interim Chancellor's Comments**

Interim Chancellor Studt updated the committee on the progress with the Fire/Sheriff's Academy safety training center. The District and the Fire Department are in the final stages of completing an agreement for the use of the facilities. It was also noted that the lease for the property is being finalized.

**V. Old Business**

**A. Report of expenditures to date**

Mary Anne McNeil distributed the Report of Expenditures to Date and noted that the format has been revised.

**B. Updates**

**1. Santa Paula Center**

Mr. Evans reported that the acquisition of land to build the center is still an issue. The Limoneira property is still under discussion as a possible site. There was a suggestion that the District may want to explore alternative sources of revenue, if any exist, for land acquisition.

**2. Conejo Center**

After ratification by the Conejo Valley Unified School District, the project will move forward through the environmental assessment phase. This project will afford Moorpark College an opportunity for a continuing presence in Thousand Oaks. The issue of parking spaces at the new center was raised. The State uses a formula, which requires one parking space for every four anticipated students.

**VI. New Business**

**A. General overview of bond program and report on current projects**

The master plans for both Ventura College and Oxnard College are now complete and have been accepted by the Board of Trustees at its last meeting. Moorpark College's master plan will be presented to the Board soon. A CD with both the Ventura and Oxnard College master plans on it was distributed to each member, and the plans will be posted to the District's website. Environmental Impact Reports (EIRs) are written based on the master plans, one for each campus.

Mr. Lacayo asked for an update on the status of the Performing Arts Center at Oxnard College. Interim Chancellor Studt responded that the Board had some concerns with the Performing Arts Center, as originally presented, and that it was rejected for State funding because of the lack of FTES. The project will be reconfigured and resubmitted to the State for funding; however, he also noted there needs to be a focus on academics (the LRC, the library, a possible high tech media center). Mr. Lacayo then commended Mr. Evans for his leadership and oversight of the Measure S bond program.

Architect Selection: Mr. Evans explained the process of selecting architects for the Measure S bond projects, noting that it involves campus committees, the Board Construction Subcommittee, and the Board of Trustees, who make the final decision. It was noted that all architectural contracts let represent an 8% fee, some of which goes to local consultants employed by the architect. It was also noted that construction costs are

rising rapidly, and contracts reflect those rising costs. Currently, there are 85 architectural firms on the District's approved list, and an RFQ is being posted to solicit additional firms for consideration for future projects.

**B. Discussion of JCM progress report**

Mr. Dickey discussed the JCM progress report, noting that \$5 million has been set aside for an upgrade to the District's telephone/data system. Problems exist at all campuses with a shortage of phone lines, data ports and outdated equipment. He also noted that a number of projects will be starting after the Spring semester ends in May – the Oxnard College Child Development Center, North Parking Lot and storm water drainage improvements; the Moorpark College Track & Field project; and the renovation of the East Parking Lot at Ventura College.

**C. Actions taken by the Board involving bond funds (since last meeting)**

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

**D. Report to the community**

The Citizens Oversight Committee is required to produce an annual report to the community regarding the expenditures of Measure S bond funds. There was discussion on how to finance this annual report, the format of the report, and how best to distribute it. Mr. Evans will check on funding for printing and distribution.

**E. Performance and financial audits**

Associate Vice Chancellor Johnson reported that Performance and Financial Audits, recently completed, concluded that all bond funds have been properly expended. The financial audit lists proceeds on the first issuance of the bonds (\$85 million), of which \$10 million went to defease the COPs. She also mentioned that the next audit will be performed in October for the period ending June 2004.

**F. Next meeting date**

The next meeting was scheduled for Monday, June 21 at 3 p.m. in CA-8 at the Camarillo Airport.

**VII. Public Speakers**

None.

**VIII. Adjournment**

The meeting was adjourned at 4:25 p.m.