

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
Citizens Oversight Committee  
June 21, 2004

**MINUTES**

Michael Wesner, Chair, called the meeting to order at 3:10 p.m.

**I. Roll Call**

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

**Committee Members Present:** Jack Dickenson, Don Facciano, Bob Huber, Hank Lacayo, Ted Martens, Sandra Rosales, Jane Rozanski, Connie Tushla, Michael Wesner, Kay Wilson-Bolton

**VCCCD Administration Present:** Cheryl Heitmann, Trustee; Bill Studt, Interim Chancellor; Sue Johnson, Associate Vice Chancellor, Business Services; Mary Anne McNeil, District Budget Officer; Rene Rodriguez, Vice President, College Services, Oxnard College

**Others Present:** Handel Evans, Bond Project Manager; Les Dickey, The JCM Group; and Carmen Smith, The JCM Group (Acting Recording Secretary)

**II. Chairman's Comments**

**A. Approval of Minutes**

The Minutes of October 20, 2003, January 26, 2004, and April 19, 2004, were approved as submitted.

**B. Constituency of Committee**

Mr. Wesner referred to the letter from the COC to the VCCCD BOT dated May 4 with the request and recommendation to reduce the COC membership from 23 members to 11. The rationale for the suggested reduction in size is that the COC has not had a quorum of members for over a year at their regularly scheduled meetings, thus restricting the COC's ability to process recommendations to the BOT. Attendance records for members will be forwarded to the BOT. Mr. Lacayo suggested the possibility of nominating alternate members so that in the event regular members are unable to attend a meeting, the committee attendance can still possibly maintain a quorum at meetings.

Ms. Heitmann thanked the COC members for their involvement and efforts for serving on the Citizens Oversight Committee and indicated it is anticipated the BOT will follow the recommendation presented.

Terms for members was also discussed. It is recommended that terms be “staggered” [to eliminate a turnover of all board members at once]. Please contact Handel Evans if anyone would like to nominate or recommend someone to serve as a member of the COC.

**C. Draft Annual Report**

The [Draft] Annual Report was distributed. Chair Wesner indicated the recommendation is that this draft Annual Report be approved as corrected (typographical) and forwarded to the BOT. Mr. Lacayo moved to approve the Annual Report and forward it to the BOT. Ms. Rozanski seconded the motion and it carried unanimously.

It was recommended that the Annual Report be posted on the VCCCD website (eliminating a hard copy mailing/distribution thus saving that expense.)

**III. VCCCD Board Member’s Comments**

None

**IV. Interim Chancellor’s Comments**

Interim Chancellor Bill Studt commented following discussion with regard to the overall program update.

**V. Old Business**

**A. Report of Expenditures to date**

Mary Anne McNeil distributed and reviewed a VCCCD Use of Bond Proceeds [\$85 million first issuance] Summary of Project Costs as of June 16, 2004, indicating funds spent or committed thus far. Please return any comments to Mary Anne McNeil.

**B. Updates**

**1. Santa Paula Center**

Mr. Evans attended a meeting hosted by Limoneira along with Bill Studt, Cheryl Heitmann and representatives from Ventura College regarding potential land for the future VCCCD [Santa Paula] Center. Limoneira has expressed tremendous support for the Center. A potential site has been identified. It will involve approximately one year to work through the process for acquisition of the property. There is also a potential for joint use of the Center with the City Library and possibly the [Santa Paula] High School District.

**2. Conejo Center**

Mr. Evans indicated the “Off Campus Center” [Conejo Center] will be shared with the Conejo Valley Unified School District. A Memorandum

of Understanding has been developed indicating CVUSD will take responsibility for the environmental work and planning process to move us to the point of construction. Legal issues are still being finalized.

## **VI. New Business**

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

Mr. Evans provided a brief overview of the Bond S program and indicated we are getting further away from programming and planning and moving into design and building. About ten projects are underway and are now in the design stage. We will report back to the BOT as projects progress when design is completed and before moving to construction, making certain we have the funds for the respective projects and that they are following the recommendations and approvals in place. The panel of architects process was reopened. Architects were invited to submit their Statement of Qualifications or modify those currently held. The panel of architects has increased from approximately 85 to 115. These architects will be considered as projects develop.

### **B. Bond Program Management and Related Costs**

Mr. Evans discussed projects with shared funds – State and Measure S monies, i.e., Ventura College LRC and Moorpark College LRTC, and the status of those projects. Discussion followed with regard to other Districts (i.e., Los Angeles/ Rio School District, etc.) who are “in trouble” with their bond ~ budget. (i.e., money spent and construction not done).

Mr. Evans indicated JCM made a presentation to the BOT explaining JCM’s role and costs. Les Dickey reviewed the JCM presentation (*copy distributed with the agenda packet*) regarding the VCCCD Capital Program – State Funds and Measure S – June 2004. Mr. Evans commented on the County assessment on county roads indicating that the County has made a decision that development of the campuses has an effect on all county roads and has filed a suit against VCCCD for these funds. Mr. Evans said the District will be working to resolve this.

Members discussed project priorities and budgets and how they fit with Measure S language. Trustee Heitmann indicated the BOT has asked the campuses to re-prioritize projects to assist the BOT (since there will not be enough funds to build all the projects listed in Bond Measure S). Trustee Heitmann further stated we will be pursuing matching State funds wherever possible.

Discussion continued regarding project planning and prioritization, i.e., Oxnard College Performing Arts Center and the Oxnard College Library project. Bill Studt stated the importance of a high quality library for Oxnard College. Rene Rodriguez made a statement on behalf of Oxnard College indicating “...the LRC is important in terms of campus needs, but a Performing Arts Center is a priority for Oxnard College.”

The role of the COC was discussed and it was determined the COC may report input/suggestions and/or provide feedback to the BOT for consideration.

**C. Actions taken by the Board involving bond funds (since last meeting)**  
*(Report provided in Board Agenda packet.)*

**D. Next meeting date**

The next meeting of the Citizens Oversight Committee is scheduled for September 20, 2004, at 3:00 p.m., in CA-9 at the Camarillo Airport.

**VII. Public Speakers**

None.

**VIII. Adjournment**

The meeting adjourned at 4:58 p.m.