

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

Citizens Oversight Committee (Bond Measure S)

MINUTES July 21, 2003

Mr. Don Facciano was the Acting Chair in the absence of Chairman Randy Churchill. Mr. Facciano called the meeting to order at 3:05 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 (Acting Chair), Gerald Gooss, Rex Laird, Ted Martens, Mary Anne McCabe, Jere Robings, Sandra Rosales, Jane Rozanski, Connie Tushla, Michael Wesner, Bob Huber

VCCCD Administration Present: Bill Studt, Interim Chancellor; Bob Liebling, Director of Facilities; Mary Anne McNeil, District Budget Officer; and Eva Conrad, President of Moorpark College.

Others Present: Handel Evans, Bond Project Manager; Les Dickey, The JCM Group; and Doug Graham, The JCM Group.

II. Chairman's Comments

Mr. Facciano welcomed everyone and called for approval of the minutes of the meeting of April 21, 2003. Ms. Rozanski moved to approve the minutes as submitted. Mr. Robings seconded the motion with Ms. Rosales abstaining. The motion to approve carried.

III. Interim Chancellor's Comments

Mr. Studt introduced himself and indicated he welcomed the opportunity to serve as Interim Chancellor and to participate with the Citizens Oversight Committee.

IV. Old Business

A. Selection of Audit Firm

Mr. Michael Wesner reviewed the status for selection of an audit firm for Bond Measure S. Three RFQ responses were received. Mr. Wesner, Dr. Al Jacobs, Dr. Jim Walker, and Ms. Sue Johnson met with the top two candidates. No CPA

firms based in Ventura County responded. The Citizens Oversight Committee will submit a recommendation to the VCCCD Board of Trustees to approve a contract with Vincenti, Lloyd and Stutzman for a one-year contract for Bond Measure S auditing services for fiscal year 2002-03. The Citizens Oversight Committee will further recommend to the Board of Trustees that the COC meet with the auditing firm at least twice during the fiscal year.

B. Report of Expenditures

Ms. Mary Anne McNeil distributed and reviewed a summary of project costs (unaudited) for VCCCD Use of Bond Proceeds - \$85 million First Issuance as of June 30, 2003.

C. General Overview of Bond Program and Report on Current Projects

Mr. Evans indicated that, at this meeting, The JCM Group will present a review of the VCCCD Bond Measure S Executive Report (prepared by JCM) with regard to the progress and planning for Bond Measure S. Currently, progress has included preparation and planning as necessary in the process to move toward project construction, i.e., master planning, infrastructure studies, EIR/CEQA processes, hiring of architects, engineers, etc.

Several projects for special repairs/renovations (not requiring EIR/CEQA studies), i.e., “quick start” projects, have been or are in the process of being implemented.

It is anticipated that a proposed selection list of three or four major projects for each campus, when finalized, will be presented to the Board of Trustees for review and approval.

V. New Business

A. Election of Chairperson/Vice Chair

No nominations have been received for Chair or Vice Chair. The election will be carried to the next regularly scheduled meeting.

B. Emerging Issues

The Santa Paula Center and the Conejo Center are identified in Bond Measure S.

1. Santa Paula Center

This is to be an off-campus center, built in Santa Paula, with anticipated funding by the State from the perspective of facilities, maintenance and operations. (Therefore, maintenance and operation costs do not come out of an individual campus budget, i.e., Ventura College.) Residents of Santa Paula are very supportive of this center and are working collaboratively with the City of Santa Paula to locate a site appropriate for building this facility.

Mr. Evans distributed the CPEC publication, "Guidelines for Review of Proposed University Campuses, Community Colleges and Education Centers." VCCCD is in the process of putting together a request to the State with justification for building such an off-campus center. However, before proceeding, a site still needs to be identified.

2. Conejo Center (outreach program)

This is a joint venture between the Conejo Valley Unified School District and Moorpark College. It is anticipated that the Conejo Center will be built on a Conejo Valley Unified School District site at Janss Rd. and the 23 freeway. This would not be a "State" facility (different from the Santa Paula Center). It will be an outreach operation and totally funded and supported by Moorpark College with joint use by the Conejo Valley Unified School District.

3. Project Labor Agreement

Mr. Facciano referred to correspondence received regarding the Project Labor Agreement and a response, which was sent and signed by Chairman Randy Churchill with copies sent to Citizens Oversight Committee members. Mr. Evans reviewed the status of this matter, indicating there is no Project Labor Agreement. A draft was developed, but we have not reached agreement to finalize it. Mr. Studt and Mr. Evans plan to schedule meetings with the appropriate parties in an effort to resolve the issues surrounding the adoption of such an agreement. Final action will be a concern of the Board of Trustees.

C. Action taken by the Board involving bond funds

A listing of Board actions taken involving bond funds since the last Citizens Oversight Committee meeting was provided.

D. JCM discussion of Executive Report

Mr. Doug Graham provided a review of the VCCCD Capital Program Executive Report (prepared by The JCM Group, dated May 2003). The report includes a Summary, Accomplishments through May 2003, Project Definition Process, Capital Program Development (2002-03) and Capital Program Implementation Plan (2002-03 to 2009-10) and Project Recommendations. Mr. Graham indicated this is a management tool and report "at a point in time" (that will be updated and changed as needed) looking at the original bond projects, how they were going to be implemented, and leveraging those projects in the "right-size," preserving assets where we don't need to tear down, putting projects together, utilizing options for State funding, etc. In total, these changes reflect an estimated \$60 million in savings by reconceptualizing these projects and, thus, gaining the highest and best use of bond funds.

VI. Public Speakers

None.

VII. Adjournment

The meeting adjourned at 4:55 p.m.

NEXT MEETING: Monday, October 20, 2003, 3:00 p.m., room CA-9 (Camarillo Airport site)