1.0 WELCOME, ROLL CALL AND CALL TO ORDER
The Victor Valley Community College District Measure JJ Citizens’ Bond Oversight Committee (C.B.O.C.) met on Wednesday, December 11, 2013 in the Board Room at Victor Valley Community College. Mr. Richard Greenwood, Chair, called the meeting to order at 1:35 PM.

Roll Call: Richard Greenwood (CBOC), Edward Rodarte (CBOC), Don Nelson (CBOC), Dawn Serbus (CBOC), Diane Uli (CBOC), and Cassandra Walters (CBOC).

Present: Peter Allan, (Interim Superintendent/President); G.H. Javaheripour, (VVC Vice President, Administrative Services); Steve Garcia (VVC Director, Facilities/Construction); and Shirley Snell-Gonzalez (VVC Administrative Assistant).

Six (6) committee members were present. Quorum established.

2.0 PLEDGE OF ALLEGIANCE
The pledge of allegiance to the American flag was led by Cassandra Walters.

3.0 INTRODUCTIONS - Mr. Greenwood noted that Ms. Walters is the new Student Advocate recently appointed by the Board of Trustees. Each person introduced themselves.

4.0 AGENDA REVIEW
There were no changes made to the agenda.

5.0 PUBLIC COMMENTS
No public comments were expressed.

6.0 ACTION ITEMS
6.1 Approval of Meeting Minutes – September 18, 2013 – the minutes were presented for review and approval.

   ACTION: MSC Uli/Nelson to approve the minutes of September 18, 2013 meeting as presented.

6.2 New Members/Vacancies – Dr. Javaheripour reported that two member’s terms will be ending in March of 2014. Diane Uli will have completed her commitment at that time and Mr. Rodarte will have completed his first term. There still has not been any interest shown in the open position of the Taxpayer Organization member, although many attempts have been made to replace this position. It is hoped that applications will be received and a candidate chosen by March as
the term begins in April. The question was asked as to a contingency plan in the event there is no interest in this position. Dr. Javaheripour stated that this is the only position that we have had difficulty in filling. Additionally, as discussed at a previous meeting, the question was asked as to reviewing the applications due to the confidentiality of the material. The members agreed that VVC staff will review the applications, present to the Superintendent/President who will present to the Board of Trustees for approval.

(Ms. Walters excused herself for an off-campus appointment).

7.0 REPORTS/DISCUSSION

7.1 Bond Project Updates and Expenditures – Dr. Javaheripour stated that there has been little activity on campus during this “planning” year. Construction has begun on the Music Complex and plans are in development for other structures on campus. The floor was yielded to Steve Garcia to report on the Bond projects and expenditures. Mr. Garcia stated that as the Public Safety Training Center has been completed, this topic will be removed from the agenda. The building is functioning well. So, too, the Workforce Development Center agenda item will be deleted as there is no activity in that area. Dr. Javaheripour stated that projects at that site are at a standstill until additional bonds are sold. He recently had conversation with underwriters who stated that the District may not be able to sell any bonds for 35 years as our cap on the $25, per $100,000 assesses higher. We are currently above that estimate, and have been as high as $34.65 (approximately 2 – 3 years ago). Property values need to increase before additional bonds are issued. If the community reauthorized the bonds, the current bonds would have to be canceled and the reauthorization would occur. We would not be able to issue new bonds based on the current rates. Dr. Javaheripour stated that we are at a spending hiatus until property values increase or we ask the community to reauthorize the bonds. The District is conservative in spending, but if any money is available, the Student Services buildings will be reconstructed into a “One Stop” center which will house counseling, admissions and records, assessment and financial aid. The estimated cost is $4 - 6 million. Once services in the Administration Building 55, are moved, that building will undergo a complete renovation for the Superintendent/President and Vice Presidents offices. With regard to the Workforce Development Center, Mr. Rodarte asked what the process is to sell the land. Dr. Javaheripour stated that the land was purchased when the real estate market was high, 2008 – 2009 and we are not paying taxes on the land, it better makes sense to wait for the market to turn around. The District owns 166 acres in Phelan which could be an option for an additional campus in the future.

Mr. Garcia presented a Budget Summary Report, as of September 30, of on-going and upcoming projects as to expenditures. He explained that some of the calculations as to percentages of expenditures were incorrect and he will update the summary report with the correct figures. Approximately 40% of the construction of the Music Building has been completed. The Department of State Architects (DSA) will take approximately 6 – 8 months to review the proposal, with a projected approval of spring of 2014. Work on the
Health/Science building has not yet begun. Dr. Javaheripour presented 2 maps with projections of the buildings. Nursing, Science labs, faculty and administrative offices will be included, with outside gathering areas in a courtyard-like setting for students. By that time, parking will be available across Jacaranda Avenue to the west. Mention was made of a possible overbridge walkway to safely accommodate the future needs of the college.

**ACTION:** The Bond Project Updates and Expenditures Report were accepted as presented with a motion by E. Rodarte and a second by D. Uli.

**7.2 Discussion of Annual Report** – a drafted report for the Annual CBOC Report to the Board of Trustees was presented for informational purposes. The members were asked to review the document and contact Ms. Snell-Gonzalez with suggested changes. She invited the members to contact her via email prior to the next meeting with those suggestions. Traditionally, the committee meets in February to finalize the report prior to its presentation to the Board of Trustees at their meeting in March.

**ACTION:** The C.B.O.C. Annual Report will be reviewed and discussed by the members at the February 19, 2014 meeting.

**8.0 COMMITTEE MEMBERS’ COMMENTS** - no comments were expressed.

**9.0 OTHER** – no other issues were discussed.

**10.0 NEXT CITIZENS’ OVERSIGHT COMMITTEE MEETING**
The next meeting is scheduled for Wednesday, February 19th in the Board Room of Victor Valley College at 1:30 PM for discussion of the C.B.O.C. Annual Report.

**11.0 ADJOURNMENT**
MSC Rodarte/Uli to adjourn the meeting at 2:22 PM.

**12.0 Main Campus Tour** – immediately following the meeting, Mr. Garcia conducted a tour of the Music Complex currently under construction.