Date: June 19, 2013

Place: Victor Valley Community College, Board Room
18422 Bear Valley Road, Victorville, CA 92395

1.0 WELCOME, ROLL CALL AND CALL TO ORDER
The Victor Valley Community College District Measure JJ Citizens’ Bond Oversight Committee met on Wednesday, June 19, 2013, in the Board Room of Victor Valley Community College. G.H. Javaheripour, VVC Vice President of Administrative Services, called the meeting to order at 1:32 p.m.

Roll Call: As new members have recently been appointed, the members introduced themselves. Edward Rodarte (CBOC), Don Nelson (CBOC), Diane Uli (CBOC), Dawn Serbus (CBOC) and Richard Greenwood (CBOC).

Absent: Sabrina Auble (CBOC).

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

Five (5) committee members were present. Quorum established.

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

3.0 INTRODUCTIONS
As above

4.0 AGENDA REVIEW
No changes.

5.0 PUBLIC COMMENTS
No public comments were expressed.

6.0 ACTION ITEMS
6.1 Election of Committee Chair – since the previous Chair, Diana O’Malley term ed out, it is required that a replacement be elected. Dr. Javaheripour entertained a motion for nominations for a chairperson. Richard Greenwood nominated himself, with Edward Rodarte seconding. Additional nominations were called for, none were expressed.

ACTION: Motioned by Mr. Greenwood, seconded by Mr. Rodarte for Richard Greenwood to serve as chair of the Citizens’ Bond Oversight Committee. The motion passed.

Mr. Greenwood assumed his position to run the meeting.
6.2 **Election of Committee Vice Chair** – as the previous Vice Chair, Michael Brewer resigned in order to spend more time traveling, it is required that a replacement be elected. Richard Greenwood called for nominations for Vice Chair. Edward Rodarte nominated himself for the position. Dawn Serbus seconded the motion. Additional nominations were called for, none were expressed.

**ACTION:** Motioned by Mr. Rodarte, seconded by Ms. Serbus for Edward Rodarte to serve as Vice-Chair of the Citizens’ Bond Oversight Committee. The motion passed.

6.3 **Approval of Meeting Minutes – December 5, 2012 and February 6, 2013** – the minutes were presented for review and approval.

**ACTION:** The minutes of December 5, 2012 and February 6, 2013 were approved as presented.

6.4 **New Members/Vacancies** – Dr. Javaheripour stated that there is an opening on the Committee since Taxpayer Organization Member, Michael Brewer resigned. Efforts have been made by Mr. Brewer to establish a replacement, but to no avail. Mr. Greenwood stated that other than the student representative, could the other positions be changed. In this case, could the bylaws be amended to change the Taxpayer position to an “at large”. The CBOC Bylaws can be amended as to that suggestion. The members were amenable to the idea and will consider the change at the next meeting.

**ACTION:** There was a motion by Mr. Rodarte, seconded by Mr. Nelson to amend the CBOC Bylaws to change the Taxpayer Organization Member position to an “At-Large Community Member”. The motion passed.

7.0 **REPORTS/DISCUSSION**

7.1 **Bond Project Updates and Expenditures** – Dr. Javaheripour yielded the floor to Mr. Garcia to report on projects and expenditures. He presented a “Facilities Report, 2013” power point of the upcoming projects to be started in the near future. Those projects included: Music Modernization; Health/Science building; vocational moderation; diesel shop; welding lab expansion; agriculture and natural resources moderation; solar covered parking; and storm water drainage repairs. Mr. Garcia also presented the Five Year Capital Outlay Plan which listed specific costs for those projects. Many sustainable projects have allowed the reduction in expenditures to the District of approximately $600,000. Mr. Greenwood asked that another tour of the facilities be scheduled. It was decided that for the next CBOC meeting, the members meet at the Regional Public Safety Training Center in Apple Valley to tour the facility, to include lunch.

Dr. Javaheripour stated that we have not yet sold all of the bonds and it may be 8 – 10 years before the next round of bonds may be sold due to a slow economy and decreased appraised value of real estate. A question was asked as to the purpose of the Workforce Development Center. Originally the property was slated to become a teaching center for Vocational Technology type classes, i.e., nursing and hospitality courses. It was felt there was an
opportunity to draw students who wanted to avoid the 40 minute commute across town.

7.2 **Bond Audit** – As required by the CBOC Bylaws, an audit of the bond expenditures is conducted annually. The firm, Vavrinek, Trine, Day and Company conducted our audit for the College’s business as well as bond funds. The conclusion of the report read as follows: The results of our tests indicated that, in all significant respects, Victor Valley Community College District has properly accounted for the expenditures held in the Bond Funds (Measure JJ), and that such expenditures were made for authorized Bond projects. There were no salaries of administrators charged to the Bond Funds for District general administration or operations.” This is the fourth year of receiving a clean audit. Dr. Javaheripour complimented the committee members for their significant participation.

7.3 **Sustainability Award** – Fifty Community Colleges were considered for the California Community Colleges Board of Governors Energy and Sustainability Awards. Victor Valley College received the District Leadership Award for creating a comprehensive sustainability program to reduce dependency on utilities and reduce future expenditures. Dr. Javaheripour stated that having received this award, it points to the vision of the Board of Trustees. Dr. Javaheripour will be attending a sustainability conference next week where he will receive the award at a ceremony. Ms. Uli asked if there has been any publicity as to the energy saving efforts as the public would appreciate knowing how their tax dollars are being spent. The Foundation’s publication, The Link has provided various articles regarding the sustainability efforts of the college.

**ACTION:** Motion Edward Rodarte, second by Don Nelson to accept the reports as submitted. The motion was approved.

8.0 **COMMITTEE MEMBERS’ COMMENTS** – Mr. Greenwood pointed out to the new members that the bond budget report is and will always be three months in arrears which is status quo for reporting fund expenditures.

9.0 **NEXT CITIZENS’ OVERSIGHT COMMITTEE MEETING**
Dr. Javaheripour stated that the meetings have historically been scheduled on a quarterly basis. He asked if the committee would consider a semi-annual calendar as construction is low. It was decided that the next meeting will be held at the Regional Public Safety Center on September 18, 2013 to include a tour of the facility.

10.0 **ADJOURNMENT**
There was a motion by Edward Rodarte, second by Dawn Serbus to adjourn the meeting 2:21 PM.

Documents referenced in these minutes are available on the Victor Valley College web site, [www.vvc.edu](http://www.vvc.edu), Bond Measure JJ - Bond Oversight Committee.