Date: September 14, 2011

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, September 14, 2011, in the Board Room of Victor Valley Community College. Diana J. O’Malley, chair, called the meeting to order at 1:34 p.m.

Roll Call: Diana O’Malley (CBOC), Rudy Cabriales (CBOC), Richard Greenwood (CBOC); Diane Uli (CBOC), Tosca Walker (CBOC), Caroll Yule, (CBOC).

Also present: Christopher O’Hearn, (VVC Superintendent/President); G.H. Javaheripour, (VVC Vice President, Administrative Services); Steve Garcia (VVC Director, Facilities/Construction); Shirley Snell-Gonzalez, (VVC Administrative Assistant), Jeremiah Brosowske (student) and Joanna Cervantes (student).

Absent: Michael Brewer (CBOC) and Al McQuilkin (gkk works, District Program Manager)

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

2.0 PLEDGE OF ALLEGIANCE
Mr. Greenwood led the group in a pledge to the flag.

3.0 INTRODUCTIONS
Mr. Javaheripour introduced Jeremiah Brosowske and Joanna Cervantes, student representatives. Jeremiah is in attendance today to be considered for the vacancy as will be discussed in item 6.2.

Diana O’Malley introduced Board of Trustees member, Joe Range in attendance.

4.0 AGENDA REVIEW
Ms. O’Malley called for changes, corrections, amendments to the agenda. The agenda was accepted as presented.

5.0 PUBLIC COMMENTS
Mr. Range expressed his thanks for the invitation to the meeting and for the important job that the committee does for the District. The projects are good for the students and the community, on the main campus and the Public Safety campus. The eastside project looks excellent and he looks forward to the opening in January or February of next year.
Jeremiah stated that whether or not he is appointed at the meeting today, he is interested in discussing the Bond Funds report with a representative to better understand what is going on and what he should be doing. (This item was discussed in detail under section 7.2 of these minutes).

Joanna also thanked the committee for allowing her to attend and stated that she did not realize that this is an open meeting; feels that the students need to know that they can attend as well.

6.0 ACTION ITEMS
6.1 Approval of meeting minutes, June 15, 2011. Ms. Yule motioned, Mr. Cabriales seconded to approve the minutes of the last meeting. With no changes, corrections or amendments, the minutes of the June 15, 2011 meeting were unanimously carried.

ACTION: Minutes of the June 15, 2011 meeting were approved as presented.

6.2 Replacement of Vacancy: “Student in District and Active in Community College Support Group” position – Mr. Cabriales made a motion to open this item which was seconded by Ms. Walker. As former member Sheri Schmoll graduated from VVC, a vacancy occurred for the student position. Jeremiah Brosowske was recommended by the Associated Student Body council. His application for the CBOC was reviewed by the members. Jeremiah gave a brief history of his experience with a local political campaign which perpetuated an interest in politics. He then became involved in the ASB at VVC as a student representative with the ASB Council, to include past Vice President, currently serving as the Parliamentarian. This item will be forwarded to the Board of Trustees for possible action at their October meeting.

ACTION: Jeremiah Brosowske will be recommended to the Board of Trustees as the “Student in District and Active in Community College Support Group” position, filling the vacant position. The motion was approved.

7.0 REPORTS/DISCUSSION
7.1 Special Reports
7.1.1 Bond Attorney Information: Mr. Javaheripour reviewed an email exchange between he and David Casnocha, Bond Measure JJ attorney, with regard to questions of appropriate spending of bond funds on projects such as roadway removal and replacement, energy projects and various other plans. Mr. Javaheripour repeated that in the same email exchange, Mr. Casnocha did approve allocation of bond funds for purchases of technologies at the District.

Ms. O’Malley stated that this is an “information only” item, but it is important, and interesting that Mr. Casnocha responded via email and not with a formal, written reply. This is a follow-up response that has been requested for several months. Mr. Casnocha provided this information via teleconference at the December, 2010 CBOC meeting.
In answer to a question from Mr. Greenwood, Mr. Javaheripour stated that Mr. Casnocha is obligated to respond to questions of the Oversight Committee members, as he is the Bond Council. If he retires or resigns from the firm, the obligation remains with the law firm and is required to report to the Oversight Committee. Mr. Greenwood stated that it is unacceptable that it took so long to get a legal opinion and feels the committee should be given a written opinion. Ms. O’Malley stated that he did meet with the committee and gave an oral review at that meeting approximately 6 – 8 months ago. Mr. Casnocha did provide a written statement, which is now a public record of that response.

Ms. Yule stated that the committee immediately raised questions when proposals were received at that oral presentation as to appropriate use of bond funds for materials versus maintenance fees charged. Mr. Garcia stated that that will continue, to ensure projects are bond eligible and make sure research is completed on proposed projects prior to approval by the Board of Trustees.

Mr. Range asked for a copy of those minutes wherein the oral presentation was given, which Ms. O’Malley will forward to him.

### 7.2 Bond Project Updates and Expenditures

#### 7.2.1 Public Safety Training Center

- For clarification purposes, Ms. O’Malley explained that lines 6 – 16 of the Measure JJ Reconciled Budget Summary relate to initial expenditures; lines 17 – 38 refer to the Public Safety Training Center; and lines 39 – 51, the Workforce Development Center. Ms. Yule stated that the landscaping on campus is not included in Bond funds. Mr. Javaheripour remarked that the attorneys confirmed that “free-standing” landscaping is not to be considered in fees used from the Bond funds, but replacement and renewal is appropriate when they are associated with construction/remodeling of facilities.

Mr. Garcia stated that there was much discussion at the last meeting with regard to the proportion of the page of the Measure JJ Series 1 Bond Funds program budget report. Due to those concerns, the report was reformatted for easier reading and was presented for review at the meeting. Total revenue equals $136,772,029 (line 73). Expenditures include areas of Bond Related Costs, Public Safety Training Center, Workforce Development Center, as well as the main campus.

Several clarifications were requested, i.e., line 8: Reimbursable Costs Allocated to Projects, listed as $2,557,332, which shows a reduction from the prior schedules. Ms. O’Malley asked from where were those funds reallocated. With regard to line 57, bond-related Solar projects, Ms. O’Malley asked if the $257,772 was more appropriately expended elsewhere. The solar project - $2.5 M was allocated from Bond funds, we spent $2,577,322 more. When a portion of the solar project was funded from other resources there was confusion with this project report. Mr. Garcia
stated that the spreadsheet is complex, and he would have to go back and research the specifics. He will do so and forward that information to the members prior to the next meeting.

Mr. Javaheripour responded that when the initial budget is proposed, not all expenses are known. As expenses come about, they have to be moved from contingency to the appropriate line, so savings may be taken from another category and back filed. Behind all of these cells, are layers of additional spreadsheets that roll up to the figures listed.

Line 52, originally listed Fund 71, now shows as Bond Funds. Mr. Javaheripour stated that this committee reviews only the Bond expenditures and resources, but by bringing in a Fund 71, we are expanding into an area that is not under the purview of this committee. Previously two funding sources were listed; now there is one. Now only the bond expenditures are being reported. Therefore, Fund 71 amounts were removed and only Fund 42 funds are listed.

At the last meeting the Health Sciences expansion was discussed. Ms. O’Malley requested clarification regarding budgeting of future projects. Mr. Garcia stated that what has been discussed is project proposals that the board approved and those projects with estimated costs are still in development. The numbers were adjusted to show that only the bond sales are going to spend up to what the bond sales were. With regard to the Health Science expansion – that project may come in under that projection, and the savings may be applied to the Music Building modernization or the Vocational Building Expansion. All estimated figures are based on square footage. No state funding is used, 100% bond funding. Mr. Javaheripour noted that at this time all we have is engineering estimates. As information is gathered from different constituencies on campus, the requests are reviewed, which may result in adjustments to original estimates. Real numbers will be realized when the project is put out to bid, then a hard number will be realized. For example, with the Public Safety Training Center of $31 M, that number has not changed since the contract was signed with Highland. Additional cost estimates are included. All expenses have to fit within that figure. So, if a company comes in and bids out $12 M for the Health Science building, they will have to stay within that amount.

Ms. O’Malley stated that a tear drop round-about was discussed at the Board of Trustees meeting. She inquired as to whether or not there is a redistribution of funds already expended for this project. Mr. Garcia will show in detail on the tour after this meeting, where the round-about will be. Mr. Garcia stated that there were funds remaining from another project, so a portion of the funds will be allotted to complete that project. Ms. O’Malley asked if pavement in that parking lot would be removed to complete the project. Mr. Garcia worked with Cooley Construction and the engineer so that recently completed work would not be destroyed. Mr. Garcia informed the members that traffic patterns were monitored at the beginning of the semester to see if the turn-around was truly
needed. After the first few weeks of school, it was felt that it is needed for safety reasons.

Mr. Garcia stated that the District was to receive energy in incentive fees up to $600,000 and $300,000 in costs from the previous year in savings from not having to purchase electricity. The District has received $450,000 in credit which will be applied to the general fund for operational expenses.

Ms. Walker expressed a concern in talking with students, in that it was understood that the shooting range at the center would be open to the Public. Mr. Garcia explained that if a student is taking a class to seek certification, the range, of course would be available. But if a citizen would like to practice their shooting skills, the range would not be available. Programs at the Center include Emergency Medical Technician, Paramedic certification, Fire Technology and Administration of Justice courses. Mr. Javaheripour stated that general education courses will also be offered so that students will not have to travel back and forth between both campuses.

Trustee Range questioned where the solar would be located at that site. Mr. Garcia stated that there will be solar panels on the carports and on the roof. Project is about 70% complete. Still on target for the proposed budget, there has been no cost overage.

Mr. Javaheripour pointed out that the Public Safety Center will officially be called the Victor Valley College Regional Public Safety Center, which is more descriptive of what the center encompasses. Dr. O’Hearne stated that emphasis should be placed on the scope of the Center which is truly regional and not simply local. The term “Eastside” Center has little meaning. There is a possibility of future rental of the space, so using the term “regional” is of benefit. It was stated that with outside agencies contracting services, therefore revenue-producing, those funds will go back into the maintenance and operation of the Center.

Mr. Garcia reviewed the Program Status Report with the members showing expenditures through June, 2011. Pages two through twelve illustrated pictures of the projects under way to include the South elevation facade, main parking lot, fire tower, faculty office area, the main entrance, the north elevation, rail car prop (donated from Sante Fe and CEMX) and re-pavement of Navajo Road.

With regard to item III, Project Summary, the Project Status of the Eastside Public Safety Training Center is complete therefore the “Project Status” section will be changed to reflect that fact.

Mr. Javaheripour confirmed that the District hopes to achieve Center status by the fall of 2013 with approximately 1000 FTES, although initially 500 when the program is moved to the Apple Valley location. Fall-to-fall numbers are used for the purpose of Center status determination. We currently run about 750 FTES. On-line classes can
be included in the count for Center status, if the classes are appropriately associated with courses presented. In 2014-2015 we should receive $1 M in operating funds for the center.

**Action:** Mr. Garcia will update the areas of concern in the Measure JJ Reconciliation Report and forward that information to the members prior to the next meeting. He will ensure the updated names are included.

7.2.2 **Main Campus** – this discussion will take place during the tour of the campus following the meeting.

7.2.3 **Workforce Development Center** – until more bonds are sold, all construction is “on-hold” with regard to the property at the Workforce Development Center. This item will remain on the agenda in case any report is made available.

8.0 **COMMITTEE MEMBERS’ COMMENTS** – Mr. Cabriales thanked Mr. Garcia for revising the Bond Project report as it is now more easily read. Trustee Range stated that he automatically talks about the Regional Center when he talks about the College, aesthetically the building is outstanding.

Mr. Javaheripour asked if the members would like a tour of the Regional Public Safety Center at the December meeting. It was suggested that the CBOC meeting be held at the Center. Mr. Garcia will check to see if there is a space to hold a meeting at the Regional Public Safety Center.

9.0 **NEXT CITIZENS’ OVERSIGHT COMMITTEE MEETING**
The next regularly scheduled meeting is Wednesday, December 14, 2011 at the Victor Valley Regional Public Safety Center at 1:30 p.m. (Did I hear that correctly? We’re not really going to have a BBQ, right, lol?)

10.0 **MAIN CAMPUS TOUR** – Steve Garcia invited the members to participate in a tour of the main campus for viewing of the updated improvements which include the HVAC, the Solar field, upgraded parking lots and roadways, energy efficient lighting, Allied Health and the proposed round-about near the campus entrance.

11.0 **ADJOURNMENT** - Immediately following the tour, the meeting was adjourned at 3:03 p.m. by Diana O’Malley.