March 17, 2010

Victor Valley Community College District
Citizens’ Oversight Committee Meeting Minutes

Date: March 17, 2010

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, March 17, 2010, in the Board Room of Victor Valley Community College. Diana J. O’Malley, committee chair, called the meeting to order at 1:37 p.m.


Seven (7) committee members present: Quorum Established

2.0 PLEDGE OF ALLEGIANCE

3.0 INTRODUCTIONS
GH Javaheripour, VVCC Vice President of Administrative Services; Steve Garcia, VVCC Director of Facilities Construction and Contracts; Al McQuilkin, gkkworks-District Program Manager; Michelle Messer, VVCC Administrative Secretary II (recorder).

Public Guests: None

4.0 AGENDA REVIEW

5.0 PUBLIC COMMENTS
There were no public comments.

6.0 ACTION ITEMS
6.1 Approval of Minutes from August 26 and December 16, 2009.
Motion: Yule; Second: Tuck; Motion carried

7.0 REPORTS / DISCUSSION
7.1 CBOC Chair Report
Diana J. O’Malley discussed the Oversight Committee’s Annual Report to the Board of Trustees, highlighting portions of the committee report regarding clarification on the distinction between the financial portions of
7.2 Project Update and Expenditures:
Expenditure reporting was covered extensively to clarify how invoices are managed between the College’s Fiscal Services Department and the College’s program manager, and how these are being reported to the committee. The committee would like to have more detailed reports that include a list of expenditures and vendors per projects. Reconciled expense reports for the June meeting will cover expenditures through March.

7.2.1 Eastside Public Safety Training Center
The Eastside project’s building design is essentially complete and has been submitted to the Department of State Architects (DSA) on March 3rd. Comments from DSA could take up to 6 months before approval. Mojave Ground Squirrel surveys are currently underway and the Mitigated Negative Declaration (MND) will be completed by May. The groundbreaking ceremony will most likely take place in August or September. There have been no unanticipated expenditures for this project, although they are considering purchasing a photovoltaic solar system to the project. Center Status was an additional service that was approved by the college. This process would have the Eastside Center recognized as a Center by the State, which would allow the District to get additional funding from the State to support the facility, as well as matching funds for any future work that may go on there. This process can take several years, but the goal is to try to open the center with the center status already in place.

7.2.2 Westside Workforce Development Center
Phase 1 of this project has not been defined programatically, but a number of approaches are being looked at. The CEQA process continues to move forward, but in order to do an Environmental Impact Report the district needs to know what programs and services will be placed out there, and at this point this has not been clearly defined. The goal at this point is to delay some of the ambitious problems that the site has presented (hydrology, utility, high voltage, right-of-ways and traffic flow, etc.). The attempt will be to design the project on the portion of the 55 acres that needs the least amount of work. We may put a general purpose building at this site in order to begin the process of receiving State funding. By this time we should be able to sell the balance of the bonds in order to match the State funds that would potentially come to the District.
7.2.3 Main Campus
The expenditures thus far for the solar generating facility on the main campus include grading, equipment, electrical, and civil engineering. The entire cost of this project is approximately $4.6 Million. $2.5 of this will be funded through the bond funds, the rest through institutional funds. Bond funds will be used to pay the expenses for this project first, and then district funds will be expended after the $2.5 Foundations have been poured and the project is moving forward on time. The next CBOC financial activity report will include an itemized list of expenditures with vendors. The One-Stop Student Services project is planned to use both bond and district funding if it moves forward. Gkkworks has a separate contract to develop the scoping documents for this project. These documents are well underway and there may be a presentation to the Board of Trustees at their April board meeting to see if they want to move forward with this project.

7.3 Form 700
Forms were given to the committee members to renew their paperwork for the new fiscal year.

7.4 Application Deadline for CBOC
The deadline to submit an application for the four open seats on the CBOC is March 19. The district advertised for the open seats but did not receive much interest. Those who applied the first time around were called and given the opportunity to put their previous application in for reconsideration. Those whose terms are currently up were also given the opportunity to resubmit their applications for consideration.

8.0 COMMITTEE MEMBERS’ COMMENTS
There were no committee comments.

9.0 NEXT CITIZENS’ OVERSIGHT COMMITTEE MEETING
The next regularly scheduled meeting will take place Wednesday, June 16, 2010 at 1:30 p.m. in the Victor Valley College Board Room, located in the Administration building #10.

10.0 ADJOURNMENT
Diana J. O’Malley, committee chair, adjourned the meeting at 3:13 p.m.