Date: December 15, 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, December 15, 2010, in the Board Room of Victor Valley Community College. Diana J. O’Malley, committee chair, called the meeting to order at 1:32 p.m.


Absent: Jason Barker, Sheri Schmoll

Six (6) committee members present: Quorum Established at 1:38 p.m.

2.0 PLEDGE OF ALLEGIANCE

3.0 INTRODUCTIONS
Christopher O’Hearn, Interim Superintendent/President; 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, Administrative Secretary II (recorder).

Public Guests: Patricia Bejarano-Vera, VVC Employee

4.0 AGENDA REVIEW

5.0 PUBLIC COMMENTS
There were no public comments.

6.0 ACTION ITEMS
6.1 Approval of Minutes from September 15, 2010.
   Motion: Kieffer; Second: Tuck; Motion carried

7.0 REPORTS / DISCUSSION
7.1 Special Reports
7.1.1 Applied Tax Rate
Questions and concerns from members of the CBOC committee and the public were brought to the college regarding the tax rate that is being applied to homeowners this year and next year for repayment and servicing of outstanding bonds. The college inquired with the assessors’ office, David Casnocha and Jim Roth, the District’s bond attorneys to follow up on these concerns and answer any questions to bring clarity for the $30.60 per $100,000 being applied to properties at this time.

On a conference call with Mr. Casnocha and Mr. Roth, they explained that in 2008, when the bonds were proposed and approved, the assumptions made were that the tax rate was not going to exceed $25. This assumption was based on double digit growth 5 years in a row within our communities, including 3 years of growth over 20%. About a year later when the bonds were actually issued it was clear there was a real estate slow down and the District realized there was going to be a decline in the assessed valuation. In 2009, an assumption was made that it would be a -6% decline followed by 0% change then going forward with a growth of 3.6% per year in tax base, and the District did not issue any additional bonds. In reality the 2010 tax base decreased 13% and 2010 – 2011 decreased by an additional 14%. So even though the debt service has not changed, because this was fixed once the bonds were issued, the same dollar amount has to be spread over a smaller base, therefore the higher property tax rate to collect sufficient revenue.

Ultimately, the county has the legal authority to levy whatever tax is necessary to pay the principal and interest due on the existing bonds. The consequence to the District is that they will not be allowed to issue any additional bonds until such time as the combined tax rate for all bonds under the 2008 authorization does not exceed the $25. In other words, the District is foreclosed from issuing additional bonds for projects until the assessed valuation grows and the tax rate falls at or below $25.

**ACTION ITEM:** A condensed explanation of the increased tax rate will be written by the VP and given to the CBOC to assist them in answering any questions from the community.

7.1.2 CBOC Annual Report
The second annual CBOC report to the Board of Trustees is due at the March 8, 2011 board meeting. This report should contain project updates, budget updates, bond committee information, and the audit report for the 2009 – 2010 fiscal year (July 1, 2009 –
June 30, 2010). Hard copies will be given to the board members, and it will be posted on the CBOC website. **ACTION ITEM:** An appointment will be sent for February 16, 2011 to review the Draft CBOC Report to the Board.

7.1.3 Vacancies / Reappointments / New Members
Advertisement for open seats on the CBOC committee will be advertised in the Daily Press and on the VVC website on December 16, 18, 21, and January 4 and 8. Applications are due to the Vice President of Administrative Services office no later than 4:30 p.m. on January 31, 2011. There are 4 terms expiring on March 30th, Diana J. O’Malley, Rudy Cabriales, William Tuck Jr., and Edward Kieffer. All but William have requested continuing for a second term.

During the prior year the process selection included the CBOC Chair, VVC V.P. and CBOC Administrative Assistant in reviewing and making recommendations to the VVC President. This year the CBOC chairs’ term is up, so it was decided by consensus that a sub committee of the CBOC would review applications and make recommendations to the VVC President. This subcommittee will consist of Caroll Yule, William Tuck Jr. and Diane Uli.

**ACTION ITEM:** An appointment will be sent to these committee members to review all applications submitted.

7.1.4 Calendar Review
A calendar was presented to the CBOC which follows the same format as VVC’s academic calendar. All important dates, including District holidays have been included.

7.2 Bond Project Update and Expenditures:
7.2.1 Eastside Public Safety Training Center
The project continues and is on schedule. This project was submitted to the Department of State Architects in three increments. Increments one and two have been approved, and increment three is the fire tower which is currently going through the approval process and should be completed by mid January. On-site utilities are roughly 75% complete. Off-site electrical and telephone work has just begun. Building foundations and floor slabs should be completed by Christmas. Work on the confined space props (the large area on the north side of the site) is about 60% complete.

The District and Program Managers are currently working on the Furniture, Fixtures and Equipment (FF&E) budget, which is the $2 Million line item in the budget. At this time we are not anticipating
any adjustments to the budget and the project should come in as planned. The only change order thus far has been the adding solar to the project due to the future financial benefit to the college. All VVC staff has been extensively involved in the planning as the user group.

7.2.2 Westside Workforce Development Center
A community member asked if the District chose to sell the land for this project, where would the money go. This is not under consideration by the District at this time, but should this ever occur, the money would go back into the bond funds and returned back to bond projects. There is nothing to report on this project as it is on hold until further direction.

7.2.3 Main Campus
The parking lot repairs have been completed and the Notice of Completion was filed with the county. Beginning Monday, December 20, work will begin on the replacement of the Main Gymnasium HVAC equipment and is scheduled to be completed over the winter break and ready for the Spring semester. Boilers for the boiler replacements in buildings 50 and 52 are in the VVC warehouse and waiting to be installed over the winter break as well.
Roadway and parking lot replacement is in the design phase and the District is working with the City of Victorville traffic and engineering department to help further investigate how to proceed with the possibility of the Peach/Spring Valley Lake Parkway realignment. Together we are trying to come up with the best plan for alternate entrance/exit points on campus to enhance what has already been completed at Fish Hatchery Road. Plan is to go to bid on this work within the next couple of months and do the work during the summer break. This work will include improved circulation on campus.
The One-Stop project is in the conceptual design phase for various locations on campus. The various shared governance committees (Budget, Facilities and ASB) are conducting conversations regarding the need for a One-Stop facility based on the fact that the District has “beefed-up” its technology. The District is looking at whether it is wise to build a $23 Million facility or whether the money should be redirected to other needed projects on the Main Campus, while still building a One-Stop, just not to the size originally envisioned. The scope and location for this proposed facility are still under discussion.
The College is working on the annual report to the Chancellor’s Office, which includes a Space Utilization Report. This study has indicated that the College has the most need for specialized instructional space, especially for lab space for the nursing and allied health fields. The College is furthering this study to get finer details regarding what types of spaces for the health and science discipline are needed so we can spend the remaining bond funds most wisely.

8 COMMITTEE MEMBERS’ COMMENTS
Diana J. O’Malley thanked those who will serve on the subcommittee to review the CBOC applications.
Ed Kieffer was concerned about the consultant fees, and Diana stated that he could contact Al McQuilkin (bond program manager) regarding any details.
Rudy Cabriales spoke regarding the increase in tax and the need to explain to the community how it happened. He also stated that he felt the Eastside Public Safety Training Center is a great project for public safety.
Member Bill Tuck requested information regarding the sub-contractors and the legal opinion on Prop 39.

9 NEXT CITIZENS’ OVERSIGHT COMMITTEE MEETING
A special meeting will be held on Wednesday, February 16, 2011, at 1:30 p.m. in the VVC Board Room to work on the Annual Report to the Board of Trustees. The meeting for the sub-committee to review CBOC applications will be determined at a later date, but will take place on or around the same date as above.
The next regularly scheduled meeting will take place Wednesday, March 16, 2011 at 1:30 p.m. in the Victor Valley College Board Room, located in the Administration building #10.

10 ADJOURNMENT
Diana J. O’Malley, committee chair, adjourned the meeting at 3:07 p.m.

Other Action Items: