



Victor Valley Community College District SPECIAL MEETING OF THE BOARD OF TRUSTEES

Date: January 23, 2009

Place: Spring Valley Lake Country Club
13229 Spring Valley Parkway
Victorville, CA 92395

AGENDA

This meeting will be electronically recorded

CALL TO ORDER

9 a.m.

The Board of Trustees of Victor Valley Community College District met in Open session on January 23, 2009 at Spring Valley Lake Country Club. Mr. Range, Board President called the meeting to order at 9 a.m.

TRUSTEE ROLL CALL: Present: Joe Range, Board President; Angela Valles, Vice President; Bettye Underhill, Clerk; Don Nelson, Trustee, Donald Nelson, Trustee.
Absent: Christina Zambrano, Student Trustee

PLEDGE OF ALLEGIANCE

Brad Underhill led the pledge of allegiance.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA : None

PUBLIC COMMENTS RELATED TO AGENDA ITEMS

This is the opportunity for the public to address the Board on any agenda items. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

2. OPEN SESSION (Business Meeting)

Topic	Presenter	Time
Welcome and Introductions	Joe Range, Board President	9 a.m.

Board President, Mr. Range, welcomed everyone and explained that the afternoon would entail presenters. This is a moment in time for Victor Valley Community College as it moves forward with it's first bond. What will be accomplished today will help lead us in a direction so that we can move quickly forward with the bond.

BOARD OF TRUSTEES: Dennis Henderson, Donald Nelson, Joe Range, Bettye Underhill, Angela Valles, ASB Membr

College Report

- **President's Report**

Dr. Silverman said that the purpose of this meeting is to provide the board members with as much information possible. In preparation for the February board meeting, it is very important to have an overview and understand the direction all of the intricacies involving the college, accreditation, bond status, and project management.

- **Accreditation Status**

A confidential report was presented to all board members. Additional information is expected from the accreditation soon which will provide status information. Dr. Silverman expects to be back to a normal status but is unable to confirm until further information is provided by the accreditation. The committee, led by Debra Blanchard and Lisa Harvey did an outstanding job on the SLOs. Ms. Valles, and Mr. Nelson all expressed that they were very proud of the college. Dr. Underhill was impressed with the growth that she has seen. Mr. Range said that administration has changed and the seats have been filled differently as before. It was pointed out that there is 84 years of experience on the senior staff with an average of 8 years for each board member.

- **Bond Status and Overview**

Dr. Silverman provided an overview of the bond status. A bond oversight committee has been established that will monitor the spending of the money. Information was presented on some of the items that will sell the bonds. People who buy these bonds look at the appraised value of the district and the future.

- **WVCC Past 18 months**

Dr. Silverman provided a walk through of the timelines of events that have occurred since November 2008 through May.

The benefits of hiring a project management company versus a project director was presented. A project management company would take care of the architecture and design and will be responsible to the board and Superintendent/President to ensure the correct process is followed. Their job is to act as the college's representative to the contract.

Originally the college was going to hire a project director but it was later determined that no one could really help us and would require hiring a full-time person.

A committee reviewed four proposals that were submitted (Parsons, Swinerton, Kitchel and gkkworks) and concluded that gkkworks was the best choice.

Don Nelson left at 10:12 a.m.

An RFP for the design build services was advertised with 17 companies responding. We have a committee working with legal counsel to review all RFPs to make a determination for the best company based on the criteria established. It will be narrowed down to 5-6 companies to be interviewed. Following the interviews, it will be narrowed down to 3 companies. Bridging documents will go to those three and the company will then provide a bid. Recommendations of the company will be presented to the board for approval.

Don Nelson arrived at 10:17 a.m.

The process that the board will be involved in hiring the design build was reviewed and explained. The board will be responsible for one contract the contract between district and the design build entity. Gkkworks will be hired to ensure the process is done correctly.

Dr. Silverman provided an update on the land purchase which will be presented for consideration at the February board meeting.

The trip to New York to make a presentation on the status of the college for a bond rating was presented. The rating will either be A, A+, A++ or A+++ . The bond raters look at 4 different areas; the district finances, debt burden, the debt burden around the college, what the demographics of the college is, how it is changing and the economy which then becomes the basis of the rating.

Break: 10:53

Reconvene: 11:08

The core team of gkkworks presented background information, their experience in planning design, program management and construction management experience. Their role as the Program Manager will be to develop and implement bond program polices and procedures, provide strategic services to facilitate bond program management, coordinate and manage contract administration, and manage the finances and accounting of the bond program.

Timelines of action plans were presented which in 45 days would be to develop program organizational structure for implementing design, bidding and construction of the projects, a design build entities shortlist will be created, the approval of bond sales and approval of the land offer for the Westside Center. Within 60 days a review of existing campus facilities assessments and recommendations will be made, the COP's will be paid off, acquisition of the land for the Westside Center and approval of an MOU with Apple Valley and Fire District Board for the Eastside property. Within 90 days develop preliminary master projects schedule, develop a preliminary program budget which sets forth the anticipated project costs, complete the bridging documents and approve an MOU with Hesperia for the Westside Center land use. Within 150 days gkkworks will assist the District in identifying proposed standard materials, hardware and equipment for projects.

The bridging documents will include: hire local sub consultants, Coordinate EIR/CEQA process, confirm program with stakeholders and users, develop guidelines (architectural, sustainable, technology), identify district mission and vision, and develop site plans. The development for bridging documents for design-build projects will involve: development basis of design reports and building specification, demolition plans, site/grading plans, building plans, conducting meetings with DSA and bid conference with short listed design-build teams.

The need for community and business outreach was presented which is expected to stimulate the local economy by seeking maximum participation by local, small, emerging and disabled veteran owned businesses. It is the district's goal to hire 85% of the local work force in the High Desert communities and reduce local unemployment.

At 12:41 p.m. the meeting was adjourned for lunch.

At 1:48 p.m. the meeting was called to order.

College General Fund Budget Workshop

Mary Pringle
GH Javaheripour
Ginnie Moran

- 3-5 year budget plan
GH reported on the state's financial conditions. Need to implement interim solutions which included holding back \$400,000 expenditures highlighting the budget assumptions for the next year. Budget assumptions for fiscal year 2009-10 were presented for consideration and comment. It was clarified that there would be no vote by the board at this time. The final plan will be presented to College Council and submitted to the Board.

Break: 2:27 p.m.

Reconvene from break: 2:35 p.m.

Dennis arrived at 2:37 p.m.

Mary Pringle presented a first reading of the budget assumptions. The handouts provided are changes made to the board approved assumptions in March 2008. (1) District will be receiving 400k less in block grants this year (Instructional equipment & deferred maintenance). (2) .68% COLA to faculty and staff may be retracted effective January 2009. (3) In lieu of budget cuts we will not be receiving any payments from the state eff. Jan-June 2009. VVC is receiving 5.8% for growth from the State. (4) \$4.5 million into general fund to balance budget, approved by board of trustees. \$1.5 million to balance & \$3 million to the COP. Need to establish a bridge fund with a portion of the cash flow. Goals; District will develop a balanced budget, maintain a 6% reserve, fill faculty & classified staff, continue contribution to retirement benefits – set aside \$3.1 million, establishing bridge fund through the local agency investment fund (established years ago).

STAR is a statement of where we are, where we have been and where we want to go. Dr. Silverman presented a summary of his first 18 months at the college, the balance of paper of where we are going next. There are a series of strategies planned and make a reality to drive the college which includes a marketing plan. The college has to be a leader in economic recovery. The STAR documents relates back to the goals of the board.

3. ACTION AGENDA

2:30-3:00

3.1 Agreement – gkkworks

It was MSC (Henderson/Valles, 5-0) to ratify the agreement to provide Program management services for preliminary work on the voter approved local bond projects. The period of this agreement is January 13, 2009 through February 11, 2009. Fiscal Impact: Not to exceed \$35,000 locally bond funded.

3.2 Independent Contractor Agreement – Jim Lents

It was MSC (Henderson/Valles, 5-0) to approve the Independent Contract Agreement between Victor Valley Community College District and Jim Lents to provide review and administrative counsel regarding Measure JJ Bond design and construction activities. The period of this agreement is December 1, 2008 through December 31, 2009. Not to exceed \$40,000 locally bond funded.


4. ADJOURNMENT OF THE BUSINESS MEETING

It was MSC (Underhill/Nelson, 5-0) to adjourn the business meeting at 3:02 p.m.

5. BOARD DISCUSSION

3 p.m.

It is the intention of Victor Valley Community College District to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Jeffrey Holmes, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2596, from 8:30 a.m. to 5:00 p.m., Monday through Friday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.


Betty Underhill, Clerk

3-10-09
Date Approved