

**ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
Lancaster, California**

**MINUTES OF THE REGULAR MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE
October 11, 2007**

CALL TO ORDER

The regular meeting of the Citizens' Oversight Committee was held on Thursday, October 11, 2007 at Antelope Valley College, 3041 West Avenue K, Lancaster, California, in the Board Room (SSV 151).

ATTENDANCE

Citizens' Oversight Committee Present

Olaf Landsgaard, Chairman
Winifred Brunston
Danny Roberts
Fran Marroquin
Harvey Holloway
Mark Bozigian
Bruce Jacobsen
Tim Cotton
Mark Troth
Patrick Rossall
Paul Scott

College Staff/Representatives Present

Doug Jensen
Deborah Wallace
Dr. Jackie Fisher

Committee Members Absent

Tim Fuller
David Cleveland
William Walsh IV
Norm Hickling
Suzanne Smith
Emmery McNairy
Roger Gallizzi

Guest: Phil Klassen, Klassen Group
Sam Kamand, Klassen Group

Recorded by: Patricia Harris

- I. **CALL TO ORDER, ROLL CALL & INTRODUCTONS** – Meeting was called to order at 7:00 p.m. by Mr. Olaf Landsgaard, Chairman. Roll was called and introductions made. New two-year term members, Mr. Rossall and Mr. Scott were welcomed to the committee.

- II. **COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS**
 - Mr. Earl Wilson, Board of Trustees member, stated he was present to observe the meeting only.
 - Mrs. Betty Wienke, Board of Trustees member, thanked the committee for giving of their time and taking their role seriously and reminded them to review everything carefully.
 - Mr. Jack Seefus, Board of Trustees member stated that he seconded Mrs. Wienke's statements, and emphasized the need for good communication in order to avoid any misconceptions about the spending of bond monies.

- III. **APPROVAL OF PREVIOUS MINUTES** – Ms. Marroquin made a motion to approve the minutes of the previous meeting, held May 10, 2007, which Mr. Roberts seconded. Motion was passed.
- IV. **BOND FUNDS FINANCE REPORT** – Ms. Wallace presented the summary of all bond expenditures, interest income report, detailed cumulative report (check register), as well as bond reissuance and maturity schedules. Mr. Rossall asked the question whether Bond proceeds were spent on any purpose other than Measure R-approved items, and Ms. Wallace stated they were not. Ms. Wallace keeps a log of Mr. Jensen's hours and payment in connection with the Bond projects. Mr. Roberts asked if contractors are paid prevailing wages and was informed that they were. Mr. Roberts made a motion to accept the finance report as presented, which Mr. Rossall seconded. Motion was passed.
- V. **PROJECT REPORTS** – *Mr. Jensen*

Mr. Jensen, Mr. Klassen, and Mr. Kamand gave a Powerpoint presentation on all pending and in-progress building, renovation and expansion projects, which were described in detail. The members concurred their appreciation for the earlier tour and were pleased that projects were proceeding in a timely manner. It was noted that there will be no state matching funds for the west campus expansion, which is the necessary "first piece of the puzzle" of the projects. Infrastructure work is taking place which will benefit the whole campus, with fire/domestic/landscaping water being on one system, a new natural gas system, etc., all of which will enhance drainage, efficiency and usage of utilities, since the old infrastructure would not support any new development. The new infrastructure will be built to sustain the next 50 years.

Jogging track with exercise stations will be open 25 hours, 7 days per week to the public and fields and track will be available to the public by appointment. Dr. Fisher noted that classrooms, locker rooms, etc. are included in the athletic area, and stressed that athletic fields are learning environments too. PE classes are the third highest generator of FTES. Theatre building will also provide a different teaching environment in the area of stage management, lighting, etc., as well as classrooms. The planned Health and Science building will be the flagship building, housing a cafeteria, planetarium, classrooms, labs, lecture halls and offices. Math and science are the highest generators of FTES.

It was noted that "soft costs"; i.e., planning, salaries, pre-construction costs – are running at 18%, when compared to the industry average of 24%. Klassen representatives stated that they are holding down costs by hiring multi-contractors and supervising them themselves, and this affords greater flexibility and timeliness on projects.

\$5 million is still earmarked and committed to the Palmdale campus. The college has indicated an interest in a suitable site, and an announcement is expected to be made in the near future. With the Palmdale campus growth, it is not anticipated that there will be any problem reaching center status to acquire the new campus, with the current requirement of 1000 FTES over four terms.

Mr. Cotton, with the concurrence of the members, expressed concern for the safety of the students during all this construction. Mr. Klassen acknowledged the safety challenges and stated that there is ongoing logistic planning to address these concerns, and regular communications going out to campus about certain closures and areas to avoid. Fencing is around the areas where work is taking place and warning signs are posted. The challenges of

closing parking lot #3 were discussed and the possibility of outlying parking and shuttle buses, closer handicapped parking, etc. will be discussed by the Facilities Department.

An outreach event for local contractors is scheduled for November 14th, and all project descriptions and bids will be available.

Committee members appreciated the depth of the presentation. It was requested, however, that graphs be enlarged and easily viewable.

VI. OLD BUSINESS

- i. Citizens' Oversight Committee Bylaws have been reviewed by the Board of Trustees with no revisions.

VII. NEW BUSINESS

- i. Mr. Landsgaard, Ms. Brunson, Mr. Holloway, Mr. Jacobsen, Ms. Marroquin, Mr. Roberts and Mr. Troth wished to roll their expiring two-year terms over to one-year terms. Mr. Cotton moved to approve, with Ms. Brunson seconding. Motion passed.
- ii. Mr. Jensen and Mr. Landsgaard had a meeting last month to discuss the Annual Newsletter/Report. The Public Relations department is now working on it and it is expected to go out to the public by the end of the month. The importance was noted of this being an important tool to give the public the facts about the projects and a clear idea of where Measure R funds are being spent.

VIII. NEXT MEETING DATE

It was tentively agreed to hold the next meeting on **THURSDAY, APRIL 10, 2008**, with pizza at 6:30 p.m. and meeting at 7:00 p.m. Date and quorum to be verified ahead of time and may be different.

IX. ADJOURNMENT

No further business, Ms. Marroquin adjourned the meeting at 8:15 p.m.