

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

333 SKYWAY DRIVE, CAMARILLO, CALIFORNIA 93010 (805) 384-8300

Bill Studt,
Interim Chancellor

December 10, 2003

Robert L. Moore, Executive Director
California Postsecondary Education Commission
1303 J Street, Suite 500
Sacramento, CA 95814-2938

Dear Executive Director Moore:

With the approval of the Ventura County Community College District Board of Trustees at its meeting of December 9, 2003, this correspondence is to advise you, pursuant to the "Preliminary Notice" requirements contained in the Commission's Guidelines (CPEC Report No. 02-6, April 2002, p. 25), that the Ventura County Community College District intends to establish a permanent educational center in the City of Santa Paula. This center will replace the outreach operation that currently serves approximately 1,100 to 1,200 headcount students, and is expected to open in four or five years.

Presently, the Santa Paula operation exists in several locations as a Ventura College outreach operation. It is our intention to consolidate these diverse locations into a single building (perhaps with outreach offerings in the Fillmore area), to be built with funds derived from the passage of Measure S on March 5, 2002. The new center is expected to accommodate a minimum of 500 Full-Time-Equivalent Students (FTES) at its opening, and 600 to 700 FTES within the first five years of operation

Currently, we are endeavoring to acquire a donated site of appropriate size – probably a minimum of 20 acres but hopefully more – and are in discussions with several landowners in the area.

We have conducted a full discussion of the Santa Paula proposal at our board meeting on November 18, and will subsequently request authorization to present you and the Chancellor of the Community Colleges with a "Letter of Intent" for the new center. Time schedules are inevitably imprecise, of course, but it is our hope to present you with the Letter of Intent by mid calendar year 2004.

To assist in the preparation of the appropriate documents, we have retained the services of Mr. Steve Morange, Vice-President of Stratus, a Division of the JCM Group of Los Angeles, and Mr. William Storey as an independent consultant. Mr. Morange can be reached at 323-606-4071. Mr. Storey can be reached at 916-354-0432.

Sincerely,



Mr. William Studt, Interim Chancellor & Chief Executive Officer

- cc: Tom Nussbaum, Chancellor, California Community Colleges
- Fred Harris, Director, Facilities Planning
- Walt Reno, Specialist, Facilities Planning
- Stacy Wilson, Senior Policy Analyst

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VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Citizens Oversight Committee
January 26, 2004

MINUTES

I. Roll Call

Roll call was taken; a quorum was not established with only 10 committee members present.

Committee Members Present: Randy Churchill, Jack Dickenson, Don Facciano, Bob Huber, Rex Laird, Jere Robings, Jane Rozanski, Connie Tushla, Michael Wesner, Kay Wilson-Bolton

VCCCD Administration Present: Art Hernandez, Bill Studt, Mike Gregoryk, Eva Conrad, Bob Liebling, Mary Anne McNeil, Rene Rodriquez

Others Present: Handel Evans, Les Dickey, Diane Stephens

II. Chairman's Comments

A. Approval of Minutes of October 20, 2003

It was requested that the minutes of October 20, 2003, indicate that the proposed site for the Conejo Valley Education Center will be at the 23 Freeway and Janss Rd. Approval of the minutes was deferred for lack of quorum.

III. Board Member's Comments

Art Hernandez, member of the VCCCD Board of Trustees, thanked the outgoing chair, Randy Churchill, and incoming chair, Michael Wesner, for their service. He also thanked all of the committee members for their service and commended Handel Evans for taking the lead on Measure S construction and the JCM Group for their work as construction managers.

Committee Members' Comments

Mr. Facciano asked for an update on the Project Labor Agreement. Interim Chancellor Studt reported that meetings have taken place with contractors, the contractors association, and the tri-county labor union. Suggestions from all the parties were incorporated into a draft agreement. Another meeting will be held this week with the interested parties, and it is anticipated that a recommendation will be made soon to the Board of Trustees. It was noted that prevailing wages must be paid, regardless of whether or not a PLA is in force.

V. Interim Chancellor's Comments

Interim Chancellor Studt reported on the progress on the Fire/Sheriff's Academy safety training center. Discussions with the American Federation of Teachers are complete and the issues are now resolved. There will be a POST-certified

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“instructor of record” for the instructional classes taught at the academy. The Sheriff’s Department will provide the skill development segments. The District and the Fire Department are in the final stages of completing an agreement for the use of the facilities. It was also noted that the lease for the property is being rewritten.

IV. Old Business

A. Report of expenditures to date

Mary Anne McNeil reported that the firm of Vicenti Lloyd Stutzman, LLP, conducted an audit of the bond expenditures last week, and it appears to have gone very well. The Citizens Oversight Committee will issue their first annual report after the results of the audit are published and they have had a chance to review it.

B. Updates

1. Santa Paula Center

The District has written a letter to the State Chancellor’s Office regarding the District’s intention to proceed with building a Center in Santa Paula. The Santa Paula City Council discussed this issue last week, but the acquisition of a site is still under discussion. Limoneira has offered approximately 400 acres for development, a portion of which might be available for the Center. However, there are SOAR issues involved, and further discussion must take place by the City of Santa Paula, the Economic Development Advisement Committee, Limoneira, and the community. In the meantime, the District is preparing the justification for the Center.

2. Conejo Center

Mr. Evans reported that a number of meetings have taken place regarding the Conejo Center, but there are still a number of issues to resolve with the Conejo Valley Unified School District.

VI. New Business

A. General overview of bond program and report on current projects

The Measure S bond program is now transitioning from the planning phase to the design and construction phase. The committees for the College Learning Center and the Student Services Center at Oxnard College, and the Storage Warehouse at Ventura College are presently in the process of selecting the final architects for interview. The selected architectural firms will make presentations to the Board Construction Subcommittee, who in turn, will make a recommendation to the full Board of Trustees. There are other projects underway, such as the redesign of parking lots at Oxnard College and Ventura College and the purchasing of athletic equipment.

- B. General meeting with architects**
Bob Liebling, VCCCD Director of Facilities, reported that an informational meeting for qualified architects was held on December 18, 2003, and was very well attended. Items discussed included the Board-approved process for selecting architects and the architectural agreement with a revised indemnity clause.
- C. Presentation of Master Plan for Moorpark College**
Pablo Garcia of Spencer/Hoskins Architects explained the master plan for Moorpark College, via a PowerPoint presentation and handouts. It was noted that much of the infrastructure, such as gas, sewer and water lines, may need to be replaced.
- D. Discussion of JCM progress report**
Mr. Evans discussed the JCM progress report and the latest experience with regard to costs for management of the Measure S program, as mentioned in the report. Experience to date suggests an approximate cost of 5% for these services divided into two parts: program management costs of 3% with actual project construction costs to date of 2%. These costs do not include any District-provided funds, if any. The report also contains a status report by college, including a schedule of projects underway and completed. Of interest is the District's experience with costs for professional services. Following accepted industry practice, projects have been estimated with this "overhead" at 30%. Experience with those projects completed and underway suggests that this figure for the District is more closely described in the 25% range. Although every attempt has and is being made to conform with State fee guidelines for professional and technical services, experience has proven that in many instances the guidelines are insufficient to meet actual costs, particularly in the utilization of inspection and testing services.
- E. Actions taken by the Board involving bond funds (since last meeting)**
A list of bond expenditures approved by the Board since the last Citizens Oversight Committee meeting was reviewed and discussed.
- F. Calendar meeting dates for 2004**
The next meeting was scheduled for Monday, April 19, at 3 p.m., in room CA-2 (Camarillo Airport).
- G. Term of Committee Members**
The members of the Citizens Oversight Committee serve for two-year terms and may not serve more than two consecutive terms. The first meeting of the committee was held on August 7, 2002; therefore, the first two-year period will end in August 2004. There was discussion of

staggering the committee members' terms, so that the whole committee is not replaced at one time. It was also noted that the two students who were committee members should formally resign since they are no longer students in the District. Letters will be written requesting their resignations.

VII. Public Speakers
None.

VIII. Adjournment
The meeting was adjourned at 4:45 p.m.

Ventura County Community College District

District Service Center

Measure S Meeting
May 26, 2004

Present: Dennis Cabral, Eva Conrad, Mike Gregoryk, Ruth Hemming Sue Johnson, Tom Kimberling, Lydia Ledesma-Reese, Al Nordquist, Rene Rodriguez, Ramiro Sanchez, and Bill Studt

Bill Studt gave a brief overview of the following items for discussion:

- Current Status of Measure S Projects
- Future Measure S Projects
- Renewal of Contracts
 - Program Management Contract
 - Measure S Facility Consultant

Mr. Studt asked for input regarding the consultant position. He said the Study Session report for Measure S regarding *Program Costs vs. Project Costs* and the *Program Management Update* were postponed until June 15.

Measure S Consultant Position – Mr. Studt said the consultant position provided an oversight on JCM and was the liaison between the Program Manager and the District.

Dr. Conrad distributed and explained, “Moving from Master Plans to Building Designs – a Model for District/College Collaboration.” She made the following suggestions:

- Eliminate Measure S Facility Consultant and designate Deputy Chancellor to serve as the liaison
- Fill Director of Facilities Planning position
 - Coordinate State Projects
 - Maintain Schedule

Eva Conrad expressed her concerns regarding the reporting process for the Director of Facilities Planning position. There was a brief discussion regarding this item and it was suggested that the position report directly to the Deputy Chancellor instead of Measure S Bond personnel.

Sue Johnson pointed out the position was responsible for scheduled maintenance and state projects and that the bond manager was responsible for the bond projects. She said as the program developed, the projects became collaborative.

The following qualifications for the Director of Facilities Planning position were suggested:

- Construction experience
- Experience at the State level

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Ventura College
Measure "S"
Project Priorities

<u>Phase</u>	<u>Project</u>	<u>Budget</u>
I	LRC Augmentation	\$ 3,500,000
I	LRC Secondary/Tertiary Effects	1,700,000
I	Athletic Renovation	8,420,000
I	Swimming Pool Renovation	100,000
IIA	Science Building Upgrades	140,000
IIA	Parking Lot Renovation (East Lot)	2,100,000
II	Advanced Tech/Gen Purpose Classroom	24,200,000
II	Health Science Complex	9,650,000
II	Storage Warehouse	2,100,000
II	Building G, Theatre, Due Diligence	250,000
II	Science & Arts Center	7,600,000
I	Campus wide Signage Project (Infrastructure)	30,000 (design) 632,067 (implement)
I	Parking Lot Renovation (West Lot)	2,000,000
I	F Building Renovation	1,425,000
IIA	S, APP, DP Renovation	9,586,933
IIA	East Campus Center	24,610,000
IIA	H Building Renovation	2,055,000
IIA	Building G, Theatre Renovation	4,400,000
IIA	Food Service Renovation	1,500,000
III	Bookstore Expansion	1,500,000
III	Student Counseling Center	1,250,000
I	Telephone/Data Switch	1,500,000
I	Special Repairs	750,000
IIA	Special Repairs	1,250,000
III	Special Repairs	1,000,000
III	Electrical & Utility Upgrades	<u>1,740,000</u>
TOTAL		\$114,989,000

*East
Campus
class*

Candidates for Elimination:

III	M&O Complex	3,825,000
III	AA Building renovation	830,000
III	UV Building Renovation	375,000
IIA	Parking Lot Renovations (Structures)	<u>3,090,000</u>
TOTAL		\$8,120,000

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VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Citizens Oversight Committee
June 21, 2004

MINUTES

Michael Wesner, Chair, called the meeting to order at 3:10 p.m.

I. Roll Call

Roll call was taken and a quorum was established with the following present:

Committee Members Present: Jack Dickenson, Don Facciano, Bob Huber, Hank Lacayo, Ted Martens, Sandra Rosales, Jane Rozanski, Connie Tushla, Michael Wesner, Kay Wilson-Bolton

VCCCD Administration Present: Cheryl Heitmann, Trustee; Bill Studt, Interim Chancellor; Sue Johnson, Associate Vice Chancellor, Business Services; Mary Anne McNeil, District Budget Officer; Rene Rodriguez, Vice President, College Services, Oxnard College

Others Present: Handel Evans, Bond Project Manager; Les Dickey, The JCM Group; and Carmen Smith, The JCM Group (Acting Recording Secretary)

II. Chairman's Comments

A. Approval of Minutes

The Minutes of October 20, 2003, January 26, 2004, and April 19, 2004, were approved as submitted.

B. Constituency of Committee

Mr. Wesner referred to the letter from the COC to the VCCCD BOT dated May 4 with the request and recommendation to reduce the COC membership from 23 members to 11. The rationale for the suggested reduction in size is that the COC has not had a quorum of members for over a year at their regularly scheduled meetings, thus restricting the COC's ability to process recommendations to the BOT. Attendance records for members will be forwarded to the BOT. Mr. Lacayo suggested the possibility of nominating alternate members so that in the event regular members are unable to attend a meeting, the committee attendance can still possibly maintain a quorum at meetings.

Ms. Heitmann thanked the COC members for their involvement and efforts for serving on the Citizens Oversight Committee and indicated it is anticipated the BOT will follow the recommendation presented.

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Terms for members was also discussed. It is recommended that terms be "staggered" [to eliminate a turnover of all board members at once]. Please contact Handel Evans if anyone would like to nominate or recommend someone to serve as a member of the COC.

C. Draft Annual Report

The [Draft] Annual Report was distributed. Chair Wesner indicated the recommendation is that this draft Annual Report be approved as corrected (typographical) and forwarded to the BOT. Mr. Lacayo moved to approve the Annual Report and forward it to the BOT. Ms. Rozanski seconded the motion and it carried unanimously.

It was recommended that the Annual Report be posted on the VCCCD website (eliminating a hard copy mailing/distribution thus saving that expense.)

III. VCCCD Board Member's Comments

None

IV. Interim Chancellor's Comments

Interim Chancellor Bill Studt commented following discussion with regard to the overall program update.

V. Old Business

A. Report of Expenditures to date

Mary Anne McNeil distributed and reviewed a VCCCD Use of Bond Proceeds [\$85 million first issuance] Summary of Project Costs as of June 16, 2004, indicating funds spent or committed thus far. Please return any comments to Mary Anne McNeil.

B. Updates

1. Santa Paula Center

Mr. Evans attended a meeting hosted by Limoneira along with Bill Studt, Cheryl Heitmann and representatives from Ventura College regarding potential land for the future VCCCD [Santa Paula] Center. Limoneira has expressed tremendous support for the Center. A potential site has been identified. It will involve approximately one year to work through the process for acquisition of the property. There is also a potential for joint use of the Center with the City Library and possibly the [Santa Paula] High School District.

2. Conejo Center

Mr. Evans indicated the "Off Campus Center" [Conejo Center] will be shared with the Conejo Valley Unified School District. A Memorandum

of Understanding has been developed indicating CVUSD will take responsibility for the environmental work and planning process to move us to the point of construction. Legal issues are still being finalized.

VI. New Business

A. General Overview of bond program and report on current projects

Mr. Evans provided a brief overview of the Bond S program and indicated we are getting further away from programming and planning and moving into design and building. About ten projects are underway and are now in the design stage. We will report back to the BOT as projects progress when design is completed and before moving to construction, making certain we have the funds for the respective projects and that they are following the recommendations and approvals in place. The panel of architects process was reopened. Architects were invited to submit their Statement of Qualifications or modify those currently held. The panel of architects has increased from approximately 85 to 115. These architects will be considered as projects develop.

B. Bond Program Management and Related Costs

Mr. Evans discussed projects with shared funds – State and Measure S monies, i.e., Ventura College LRC and Moorpark College LRTC, and the status of those projects. Discussion followed with regard to other Districts (i.e., Los Angeles/Rio School District, etc.) who are “in trouble” with their bond ~ budget. (i.e., money spent and construction not done).

Mr. Evans indicated JCM made a presentation to the BOT explaining JCM’s role and costs. Les Dickey reviewed the JCM presentation (*copy distributed with the agenda packet*) regarding the VCCCD Capital Program – State Funds and Measure S – June 2004. Mr. Evans commented on the County assessment on county roads indicating that the County has made a decision that development of the campuses has an effect on all county roads and has filed a suit against VCCCD for these funds. Mr. Evans said the District will be working to resolve this.

Members discussed project priorities and budgets and how they fit with Measure S language. Trustee Heitmann indicated the BOT has asked the campuses to re-prioritize projects to assist the BOT (since there will not be enough funds to build all the projects listed in Bond Measure S). Trustee Heitmann further stated we will be pursuing matching State funds wherever possible.

Discussion continued regarding project planning and prioritization, i.e., Oxnard College Performing Arts Center and the Oxnard College Library project. Bill Studt stated the importance of a high quality library for Oxnard College. Rene Rodriguez made a statement on behalf of Oxnard College indicating “...the LRC is important in terms of campus needs, but a Performing Arts Center is a priority for Oxnard College.”

The role of the COC was discussed and it was determined the COC may report input/suggestions and/or provide feedback to the BOT for consideration.

C. Actions taken by the Board involving bond funds (since last meeting)
(Report provided in Board Agenda packet.)

D. Next meeting date
The next meeting of the Citizens Oversight Committee is scheduled for September 20, 2004, at 3:00 p.m., in CA-9 at the Camarillo Airport.

VII. Public Speakers
None.

VIII. Adjournment
The meeting adjourned at 4:58 p.m.

James Meznik /do/Vcccd
Sent by: Eileen Welser
09/20/2004 08:26 AM

To Mary Anne Rooney/trustee/Vcccd
cc
bcc
Subject Re: OC projects

I am uncertain. I'll check with Michael Bolton. Jim

Mary Anne Rooney/trustee/Vcccd

Mary Anne
Rooney/trustee/Vcccd
09/19/2004 10:29 PM

To jmeznik@vcccd.net
cc
Subject OC projects

Jim:

Is all this information accurate?

Thanks.

MAR

Lydia Ledesma/oc/Vcccd
09/19/2004 13:13

ToAllUsersOCGrp
ccMichael Boulton/do/Vcccd@Vcccd.net
bcc
SubjectMeasure S Projects Update

Colleagues,

With the hectic schedule we will be facing the next several weeks, I wanted to be sure and update you on what is happening with our Measure S Projects. Our consultant Michael Boulton is very good at keeping me informed. I will try to update you on a monthly basis. My next update will need to come after our accreditation team visit.

Oxnard College Measure S Projects

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OC Classroom Building

BOT approved GKK Educational as the Architect. A "Classroom Building Design Committee", has been formed. The first meeting for this committee is being scheduled for Oct. The revised PDR and the GKK contract have been submitted to the BOT subcommittee agenda. The target date for board approval is in Oct.

OC Student Services Building / Bookstore Renovation

Sign off on the document will occur this week. Schematic plans will commence on Wednesday 9-22.

Gym Renovation

The project is back at DSA for a second round of comments. The project will go out to bid in November for a January construction start.

Track and Field Renovation

The bleachers will go to bid in two weeks. The project will bid in November and start construction in January.

CDC Renovation

Delivery of the playground equipment has been delayed. Anticipated project completion is around Oct. 18th.

The North Parking Lot

The South Campus drive closed during excavation of the detention basin. We expect South Campus Drive to open Monday Oct. 4th. The project remains on schedule and should be ready for use on or before November 15th. Concrete curbs will be started on Monday Sept. 20th.

LRC Renovation

A meeting has been set for the LRC Committee to review proposals for the project. Once the committee has selected the architectural firms to be interviewed, a follow up meeting will occur with the committee to interview the architects.

Auditorium

A meeting is being scheduled for the Auditorium Committee to screen architectural proposals. Once this has been completed, the committee will interview the finalists.

Electrical Infrastructure

The Phase I work, which will be done between now and the semester break, has a plan in place to shut down the main power to the campus between December 16th and January 6th. The bid was awarded to American Electric. The main power on campus will be turned off during semester break. We may have to bring in generators for one or two buildings. The electrical infrastructure will be completed in three phases. We are currently in Phase I. Phase II will focus on upgrade of campus lighting (streets and parking lots). I will need to get back to you on what is in Phase III. It has not yet been reported to me.

Other Infrastructure

Infrastructure presentation meeting is set for Wednesday Sept. 29th to review scope, budget and the schedule. The landscape of the detention basin will begin in about three weeks. The landscape upgrade to Bard road will need to start next spring. The landscape improvements to the Rose Ave corridor are not scheduled to start until next fall 05.

Camarillo Fire and Sheriff Academy

We are now underway with the EIR, the Master Plan and the Schematic Design documents.

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VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Citizens Oversight Committee
September 20, 2004

MINUTES

Michael Wesner, Chair, called the meeting to order at 3:08 p.m.

I. Roll Call

Roll call was taken; however, a quorum was not established.

Committee Members Present: Hank Lacayo, Sandra Rosales, Connie Tushla, Jane Rozanski, Michael Wesner

VCCCD Administration Present: Jim Meznec, Mary Anne McNeil

Others Present: Handel Evans, Les Dickey, Diane Stephens

II. Chairman's Comments

A. Approval of Minutes of June 21, 2004

The approval of the minutes of June 21, 2004, was deferred for lack of quorum.

B. Constituency of Committee

At its July 13, 2004, meeting, the Board of Trustees approved a reduction in the membership of the Citizens Oversight Committee to seven members. The Board also approved reappointing six committee members to a second term: Don Facciano, Hank Lacayo, Sandra Rosales, Connie Tushla, Michael Wesner, and Kay Wilson-Bolton.

Mr. Wesner conducted a lottery drawing to determine the terms for the seven remaining committee positions, beginning in October 2004. The results were as follows:

Position A, designated as a two-year position, is someone active in a business organization representing the business community located within the District (Kay Wilson-Bolton).

Position B, designated as a one-year position, is someone active in a senior citizens' organization (Hank Lacayo).

Position C, designated as a two-year position, is someone active in a bona fide taxpayers' organization (Don Facciano).

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Position D, designated as a one-year position, is a currently-enrolled District student who is involved in student government and who may serve up to six months after graduation. (Unfilled at this time. The Board will make this appointment.)

Position E, designated as a two-year position, is a member of a Foundation affiliated with the District (Michael Wesner).

Position F, designated as a one-year position, has no restrictions (Sandra Rosales).

Position G, designated as a one-year position, has no restrictions (Connie Tushla).

- C. **Introduction of Chancellor James Meznek**
Mr. Wesner introduced the new VCCCD Chancellor, Dr. James Meznek.

- III. **Chancellor's Comments**
Dr. Meznek addressed the committee and thanked them for their dedication and willingness to serve for the past two years.

- IV. **VCCCD Board Member(s) Comments**
None

- V. **Old Business**

- A. **Report of expenditures to date (Mary Anne McNeil)**
Mary Anne McNeil reviewed the most current VCCCD Use of Bond Proceeds Summary of Project Costs as of September 9, 2004, indicating funds spent or committed thus far. The format of this report will be changed in the future, showing one project per page. The required financial and performance audits of the bond expenditures are currently underway and progressing nicely.

- B. **Updates**

- 1. **Santa Paula Center**
Mr. Evans reported on the potential acquisition of the Limoneira property for the East Campus Center (Santa Paula Center). There is strong local support for the Center to be located on this property, which will have to be annexed to the City of Santa Paula. Consultants have been hired to organize community input and community meetings will be held before this annexation is put to a vote.

2. **Conejo Center**
The final stages of the environmental study are being completed. Communications will be underway soon to develop an agreement for the project.

VI. New Business

A. General overview of bond program and report on current projects

1. Mr. Evans briefed the committee on the County lawsuit, filed in relation to the EIRs published for Ventura and Oxnard College and the associated traffic mitigation issues. While the Cities of Oxnard and Ventura feel that the District has met their coefficients, the County does not.
2. Trustee Art Hernandez has resigned from the Board Construction Subcommittee, and Trustee Bob Gonzales will be filling in for the rest of the year.

B. Discussion of JCM progress report

1. Mr. Dickey discussed the status of the Measure S projects at each college, noting that the Project Definition Report for the Oxnard College Performing Arts Classroom and Auditorium will be going to the October Board for approval. Mr. Evans commented the budget figures shown are estimates and the cost of construction is constantly rising. The trustees have asked that all projects be taken to the schematic level so that they may be ranked and decisions made as to which are the most important, if there are fluctuations in the costs. It was suggested that the members of the Citizens Oversight Committee might like to attend the Board Construction Subcommittee meetings. Dates are posted on the District's website.

C. Actions taken by the Board involving bond funds (since last meeting)

D. Next Meeting Date

Monday, January 10, 3 p.m., District Service Center conference room

VII. Public Speakers

VIII. Adjournment

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Chancellor's Office

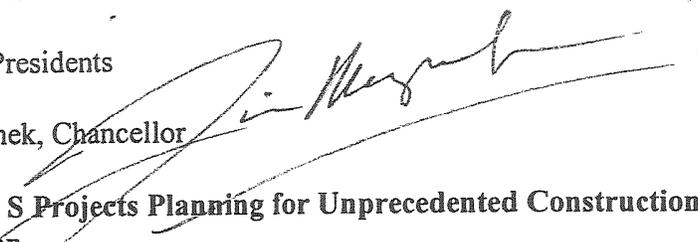
MEMORANDUM

November 17, 2004

TO: College Presidents

FROM: Jim Meznek, Chancellor

SUBJECT: Measure S Projects Planning for Unprecedented Construction Cost Escalation



Community colleges and other owners have witnessed unprecedented cost escalations on a wide variety of projects over the last several months. Please refer to the attached file for a list of recent projects that have bid. Our own Moorpark College Child Development Center recently bid at \$2 million over the adjusted costs estimate.

In order to stretch the Measure S funds as much as possible, I have asked Handel Evans and JCM Group to prepare a list of potential bid alternates or other costs savings measures for all Measure S projects.

By utilizing bid alternates, we may be able to proceed with the award of construction contracts when the base bid of a project comes in over the budget. The alternative to utilizing bid alternates would be to reject all bids, redesign the projects (incorporating the same alternates and other cost savings identified above) and re-bid the work until the price fits within the available budget. This would add several months to the timeframe of each project and could subject the project to even more cost escalation.

I understand that the process of identifying such bid alternates and other costs savings can be very difficult – the natural tendency is for the various committees to protect their projects and resist any attempt at downsizing or scope reduction. However, in this era of unprecedented construction cost increases, we must hold the line and design for real requirements, perhaps forfeiting other elements which are not absolutely essential.

- cc: S. Johnson, Asst. Vice Chancellor
- B. Studt, Vice Chancellor of Human Resources
- J. Handel Evans, Program Director, Capital Planning, Design and Construction
- L. Dickey, Project Director, JCM Group

Attachment 22A

February 1, 2005

Agenda

- 1) Measure "S" Priority Lists
 - i) Handel Evans
 - ii) 30 minutes

Handel Evans distributed and explained the Ventura County Community College District Measure S Bond Program Overview for the February 3rd Study Session. Eva Conrad suggested including supplementing state projects to ensure completions. Oxnard College has a classroom building that will increase our capacity – why? Have state funding and bond funding adequate for library project. Handel Evans will address the estimate of the library. On the state items, which ones proposed and which ones funded will be listed. health building, library cost, and secondary and tertiary effects are the concerns of the board.

Santa Paula Center – Handel Evans pointed out from recruitment and educational point of view yes you need this center. Will have a major issue with City of Santa Paula. Good investment for future to get 50 acres. Bill Studt said if SOAR initiative is not passed the land will not be available. Jim Meznik asked what the plan would be if the initiative fails. Mike Gregoryk said the other projects would be done. Sue Johnson said this study session was to prepare for the March Board meeting. Bill Studt suggested put leverage on them and have the developer pay the fees. Sue Johnson confusion regarding the layout of the document. On four pages instead of three. Lydia Ledesma-Reese said the foundations were getting together to discuss Measure S projects. An email will be sent to the Board to get the questions in advance.

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Board of Trustees
Ventura County Community College District
April 12, 2005

10ppg
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APPROVAL OF THE MEASURE S PROPOSED CLUSTER OF PRIORITIES LISTS	A-4
Action	

Issue

This item presents for approval the Measure S proposed cluster of priorities lists for the individual campus locations and the Camarillo site.

Background and Analysis

Bond Measure S identified certain individual projects along with a number of group projects of a maintenance and repair nature for a total program cost of \$356.3 million. The District, in an effort to resolve outstanding repair and replacement concerns, commenced work immediately on a number of projects, along with a series of projects possible within the constraints of the California Environmental Quality Act (CEQA). To date, many of these projects are completed or are under construction. Since the passage of Measure S in March of 2002, the construction industry has experienced significant increase in costs in all of its many sectors. These cost increases have had a deleterious effect upon the proposed Measure S construction program of the District to the point that it has become obvious that the approved Measure S funds will be insufficient to pay for all of the projects identified in the Bond Measure. This reduction in available funding has required the colleges and the District to review their expectations and develop a proposed list of priorities within the Measure S program at each individual campus. The Board reviewed a draft of the proposed cluster of priorities at a special study session on February 3, 2005. This item reflects the discussion at that meeting and presents the attached proposed cluster of priorities lists for Board approval.

The estimated costs of these projects are a best judgment made at this time (March 2005). As the program develops, adjustments to these estimates and allocations may be necessary. In such instances, direction will be requested of the Board.

It should be noted that each campus presentation includes those projects undertaken at the inception of the program prior to the significant increase in costs. These lists include projects under construction and completed or projects which have received an investment of funds at a level which to abandon them would be fiscally inappropriate.

This item was presented and discussed at the Board Construction Subcommittee and recommended for approval.

Fiscal Impact

Funding for these projects will be provided from Bond Measure S

Attachment 24

Staff Position

Academic Senates (as appropriate): N/A

Review by Legal Counsel: N/A

Recommendation of Chancellor

The Chancellor recommends that the Board of Trustees approve the Measure S Proposed Cluster of Priorities Lists.

Further Information

Handel Evans/Les Dickey

Ventura County Community College District
 Proposed Cluster of Priorities

MS Ref #	MOORPARK COLLEGE Project	Funding Measure \$	Funding State \$	Commence Design (date)	Schematics Presentation to BOT (date)	Working Drawings Finished to BOT (date)	Project Complete (date)
19/6	Parking Lots AA-E	\$ 2,400,000	-0-	-	-	-	-
22	Retire Capital Funding	\$ 1,750,000	-0-	-	-	-	-
25/13/6	Scheduled Maintenance (Completed)	\$ 40,000	-0-	-	-	-	-
4	Library / Learning Resources	\$ 5,500,000	\$14,372,000	-	-	-	06/05
16	Track & Field	\$ 3,200,000	-0-	-	-	-	03/05
15	Child Development Center	\$ 5,610,000	\$ 3,105,000	03/02	-	-	06/06
18	Warehouse	\$ 900,000	-0-	8/03	-	12/04	12/05
25/6	Infrastructure Upgrades and Scheduled Maintenance / Special Repairs	\$14,100,000	-0-	-	-	-	-
16	PE Facility Renovation (Gymnasium Refurbishment)	\$ 4,500,000	-0-	5/04	05/05	08/05	12/06
5	Library Renovation	\$ 4,000,000	\$ 2,956,000	4/04	01/05	05/05	12/06
7	Academic Center	\$30,800,000	-0-	7/04	06/05	02/06	09/08
17	EATM Complex	\$11,200,000	-0-	4/04	03/05	08/05	06/07
11	Health Science Center (Phase I)	\$13,200,000	\$ 7,011,000*	5/04	08/06	5/07	08/09
8	Conejo Learning Center	\$ 7,000,000	-	-	-	-	-

*Pending

Projects for Future Funding of College Master Plan beyond Measure S
[Projects Not Included on Proposed Cluster of Priorities List]

Moorpark College

Applied Arts Technology Building

Fine Arts Building

Music Building

Student Center

Additional Parking Improvements

Simi Valley Education Center

Health Sciences, Phase II

151

Ventura County Community College District

Proposed Cluster of Priorities

MS Ref #	OXNARD COLLEGE Project	Funding Measure \$	Funding State \$	Commence Design (date)	Schematics Presentation to BOT (date)	Working Drawings Finished to BOT (date)	Project Complete (date)
39	Retire Capital Funding	\$ 5,876,000	-0-	-	-	-	-
26	Augment CSSC COP Funds	\$ 1,720,000	-0-	-	-	-	-
37	North Parking Lot	\$ 4,000,000	-0-	-	-	-	2/05
31	Child Development Center	\$ 1,500,000	-0-	-	-	-	11/04
36/31	Track Field Renovation	\$ 6,130,000	-0-	-	-	-	-
31	Gymnasium Remodel	\$ 870,000	-0-	-	-	-	-
29/42/ 31	Infrastructure Upgrades and Scheduled Maintenance / Special Repairs	\$13,300,000	-	Varies	-	-	-
27	LRC Renovation	\$12,410,000	\$ 4,393,000*	3/05	8/05	TBD	TBD
32/ 31	Student Services Building & Expand Bookstore	\$22,300,000**	-0-	5/04	3/05	6/06	1/08
38	Campus Warehouse	\$ 1,000,000	\$ 1,947,000	8/04	12/04	5/05	2/06
34	PAC / Auditorium	\$16,210,000	\$ 5,037,000*	TBD	TBD	TBD	1/09
26	Classroom Building	\$25,660,000	-0-	-	-	-	-

**Pending*
***This cost subject to change after review meeting on 2/17/05*

2.5.1

Projects for Future Funding of College Master Plan beyond Measure S
[Projects Not Included on Proposed Cluster of Priorities List]

Oxnard College

- P.E. Additional Bleachers and Women's Softball Field
- Health Science Center
- Loop Road Construction
- Classroom Building II
- Classroom Building III
- Advanced Technology Center, Camarillo
- Fine Arts/Music Complex
- Campus Signage
- Additional Surface Parking
- Landscaping-Avenue De Las Palmas
- Incubator Space Development
- Renovate OE and LA Buildings
- PE Projects-New Aquatic Center, New Athletic Field

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Ventura County Community College District Proposed Cluster of Priorities

MS Ref #	VENTURA COLLEGE Project	Funding Measure \$	Funding State \$	Commence Design (date)	Schematics Presentation to BOT (date)	Working Drawings Finished - to BOT (date)	Project Complete (date)
47	Science Building Improvements	\$ 185,000	-0-	9/04	-	-	11/04
55	East Parking Lot (Renovation)	\$ 1,600,000	-0-	3/04	-	-	9/05
47	Science Center (Schematic Design)	\$ 125,000	-0-	-	-	-	-
57	Retire Capital Funding	\$ 2,240,000	-0-	-	-	-	-
48	LRC Augmentation	\$ 4,000,000	\$24,740,000	9/01	-	-	6/05
49	LRC Secondary & Tertiary Effects	\$ 4,300,000	-0-	9/01	12/04	12/04	8/06
51	Athletic Facilities Renovations	\$ 8,520,000	-0-	3/04	9/04	9/04	1/06
60/52	Infrastructure Upgrades and Scheduled Maintenance / Special Repairs	\$ 6,610,000	-0-	-	-	-	-
47/52	S & APP Bldg. Modernization	\$ 5,510,000	\$ 3,000,000*	TBD	TBD	TBD	TBD
50	Santa Paula East Campus Center	\$24,610,000	-0-	-	-	-	-
44	Health Science Complex	\$12,000,000	-0-	5/04	5/05	1/06	6/08
46	Advanced Tech. Center	\$24,000,000	-0-	5/04	5/05	1/06	6/08
45	General Purpose Classroom	\$20,000,000	-0-	5/04	5/05	1/06	6/08
49	F Bldg. Modernization Communications Building	\$ 1,008,000	\$ 1,492,000	12/04	4/05	7/05	3/06
56	Food Service Renovation	\$ 1,500,000	-0-	12/04	1/05	4/05	12/05
55	West Parking Lot Renovation	\$ 1,000,000	-0-	12/04	3/05	5/05	10/05

*Estimated - Funded, pending Department of Finance approval

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Projects for Future Funding of College Master Plan beyond Measure S
[Projects Not Included on Proposed Cluster of Priorities List]

Ventura College

Science Center

G Building Theater

H Building Renovation

Bookstore Expansion

Student Activities Center

Renovate Storage Warehouse

Maintenance & Operation Renovations

5.41

Ventura County Community College District

Proposed Cluster of Priorities

MS Ref #	<u>CAMARILLO SITE</u> Project	Funding Measure \$	Funding State \$	Commence Design (date)	Schematics Presentation to BOT (date)	Working Drawings Finished to BOT (date)	Project Complete (date)
1	Fire/Sheriff Training Academy	\$23,905,124	-0-	8/10/04	-	-	On hold

ENTURA COUNTY COMMUNITY COLLEGE DISTRICT
EASURE S BOND PROJECTS - EXHIBIT B NUMBERED(SEE NOTE)

OUNTYWIDE PROJECTS FOR PUBLIC SAFETY INSTRUCTION

estimated Cost: \$23,905,124

- 1 • Construct Regional Fire, Sheriff & Police Education and Training Academy, including classroom and instructional facilities and equipment for Sheriff and Fire Training Academies, and replace outdated electrical and utility systems
- 2 • SITE PLANNING AND DEVELOPMENT
- 3 • DISTRICTWIDE PLANNING AND DEVELOPMENT

MOORPARK COLLEGE REPAIR & IMPROVEMENT PROJECTS

estimated Costs: \$104,239,503

- 4 • Expand Learning Resources and Telecommunications Center by improving library space and computer classrooms
- 5 • Add classrooms and lecture halls by converting old library space
- 6 • Complete site improvements, upgrade fire safety and security alarm systems
- 7 • Construct Academic and Computer Center, including adding computer science labs and other classrooms
- 8 • Construct classrooms for the new Conejo Education Center, a joint project with the Conejo Valley Unified School District to serve the TO community
- 9 • Construct a Joint Instructional Center with Moorpark Unified School District for college classrooms accessible to high school students
- 10 • Construct a Simi Valley Education Center
- 11 • Construct Health Sciences and math classrooms and lecture halls
- 12 • Expand Student Services Facility for counseling, financial aid, other services
- 13 • Repair old classrooms
- 14 • Expand Student Center
- 15 • Construct Child Development Center
- 16 • Refurbish physical education facilities
- 17 • Expand animal science education center to address student enrollment demand
- 18 • Construct new operations and warehouse facilities
- 19 • Build parking structure to alleviate neighborhood traffic congestion
- 20 • Construct Fine Arts building
- 21 • Expand Music Building
- 22 • Retire capital financing
- 23 • CAMPUS PLANNING AND DEVELOPMENT
- 24 • DISTRICTWIDE PLANNING AND DEVELOPMENT
- 25 • INFRASTRUCTURE NECESSARY TO SUPPORT SPECIFIED CAMPUS PROJECTS

OXNARD COLLEGE REPAIR & IMPROVEMENT PROJECTS

estimated Costs: \$110,983,187

- 26 • Construct additional classrooms, labs, lecture halls; replace old portables (Buildings A, B, C)
- 27 • Renovate Library & Learning Resource Center to bring library to current state standards
- 28 • Construct Health Sciences Building and Instructional Media Facility, including adding more classrooms and labs
- 29 • Renovate aging campus infrastructure by installing new wiring/electrical systems for technology
- 30 • Construct High Tech Building, including classrooms, lecture halls, labs
- 31 • Refurbish student facilities, expand bookstore
- 32 • Construct Student Services Building to address overcrowding
- 33 • Replace aging Child Development Center portables with improved, permanent facilities
- 34 • Construct Performing Arts classroom and auditorium, including expanding teaching/performance space
- 35 • Replace inadequate Health & Safety Building (Student Health Center) with safe facilities
- 36 • Renovate athletic fields for safety compliance
- 37 • Add new parking structure for pedestrian, vehicular safety
- 38 • Construct maintenance warehouse
- 39 • Retire capital financing
- 40 • CAMPUS PLANNING AND DEVELOPMENT
- 41 • DISTRICTWIDE PLANNING AND DEVELOPMENT
- 42 • INFRASTRUCTURE NECESSARY TO SUPPORT SPECIFIED CAMPUS PROJECTS

VENTURA COLLEGE REPAIR & IMPROVEMENT PROJECTS

Estimated Costs: \$117,220,000

- 43 • Renovate 37 year old G Building/Auditorium, including replacing antiquated electrical, heating, ventilation, plumbing and lighting systems
- 44 • Replace outdated Health Science Building (Nursing, Paramedics, Emergency Medical Technician and Certified Nursing Assistant Programs), including adding labs, lecture halls, classrooms
- 45 • Replace Portables and build General Purpose Education Building for permanent classrooms, labs, lecture halls
- 46 • Construct Advanced Technology Education Training Building by building permanent classrooms, lecture halls, computer labs
- 47 • Construct and upgrade science classrooms and labs
- 48 • Complete construction of Learning Resource Center/library
- 49 • Upgrade Financial Aid, Disabled Student Services, Counseling, Student Services and Communications Building
- 50 • Construct Santa Clara Valley Advanced Technology Education Center including classrooms, computer labs, library, and Child Care Center
- 51 • Renovate athletic facility for health/safety, upgrade physical education facilities
- 52 • Upgrade electrical and utility systems
- 53 • Improve Fine Arts lab, Art Classroom Building H
- 54 • Renovate maintenance and operations facilities, including storage
- 55 • Construct and renovate parking facilities
- 56 • Renovate auxiliary services and Student Counseling Center
- 57 • Retire capital financing
- 58 • CAMPUS PLANNING AND DEVELOPMENT
- 59 • DISTRICTWIDE PLANNING AND DEVELOPMENT
- 60 • INFRASTRUCTURE NECESSARY TO SUPPORT SPECIFIED CAMPUS PROJECTS

Note: The projects in CAPS were not itemized in Exhibit B but are integral and necessary activities relative to the bond program. These planning, development and infrastructure costs will be allocated to the projects that received benefit; project budgets include these costs.

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

**Citizens Oversight Committee
April 18, 2005**

MINUTES

Michael Wesner, Chair, called the meeting to order at 3:05 p.m.

I. Roll Call

Roll call was taken and a quorum was established.

Committee Members Present: Michael Wesner, Connie Tushla, Don Facciano, Kay Wilson-Bolton, Hank Lacayo, Evan Hess

VCCCD Administration Present: Mary Anne McNeil

Others Present: Handel Evans, Les Dickey, Diane Stephens

II. Chairman's Comments

A. Approval of Minutes of January 24, 2005

Add Kay Wilson-Bolton to the members present at the January 24 meeting. The minutes were approved as corrected.

III. Chancellor's Comments

Chancellor James Meznik reported on the recent meeting the County Superintendent of Schools, Chuck Weis, and the Santa Paula School District Superintendent, David Gomez, regarding establishing an educational partnership in Santa Paula. Dr. Meznik noted that such a partnership might not be in the best interests of the College District and discussions are still taking place. The acquisition of the Limoneira property was also discussed.

IV. VCCCD Board Member(s) Comments

None

V. Old Business

A. Report of expenditures to date

Mary Anne McNeil reviewed the most current Ventura County Community College District Use of Bond Proceeds summary sheets. She noted that the projects were approved at the April Board meeting

Attachment 25

B. Updates

1. Santa Paula Center

Mr. Evans reported that meetings are still being held regarding acquiring the Limoneira property for the East Campus Center in Santa Paula.

2. Conejo Center

Meetings and discussions are still underway regarding this project. There is \$7M of Measure S bond money set aside for the Conejo Center project. Moorpark College Vice President DiGuilio is drafting a Development and Operating Agreement with the Conejo Valley School District to define District responsibilities. Further information will be forthcoming.

VI. New Business

A. Update on Bond Program

1. Cluster of Priorities List

Mr. Evans reported on the rising cost of construction and the effect those cost increases are having on all of the District's construction projects. The Board-approved Cluster of Priorities List shows the most important projects, which are either completed, underway, or in the planning stages. It also depicts projects, which were originally planned, but now most likely will not be built with bond funds. Recent bids, such as the Ventura College Athletic Field and the Moorpark College Child Development Center, have come in substantially over the budget. Discussion followed regarding the State funding program for new capital improvements.

2. Other Issues:

A. Status of Lawsuit with County

Mr. Evans reported that we are waiting until a ruling is made on a similar lawsuit with the City of Marina and the Cal State system. That lawsuit is winding its way through the State Supreme Court.

B. FTR, International – Ventura College Learning Resource Center

The District is in the process of seeking an arbitrator. In the meantime, no retention money is being released.

C. Moorpark College Learning Resource/ Telecommunications Center

This project, which has been delayed a year now, should be completed in late May or early June.

D. Project Labor Agreement

Nothing has been done with the Project Labor Agreement; it is still on hold.

E. Legal Fees

Mr. Evans discussed with the committee the legal fees for the work that the firm of Orbach, Huff and Suarez, LLP is doing on the District's various construction projects.

B. Actions Taken by the Board Involving Bond Funds (since last meeting)

(Report provided in Board Agenda packet)

C. Next Meeting Date

Monday, July 11, 2005, 3 p.m., District Service Center conference room.

VII. Public Speakers

None.

VIII. Adjournment

The meeting adjourned at 4:09 p.m.



Eileen Welser /do/Vcccd
05/02/2005 07:12 PM

To cherwl@aol.com
cc
bcc
Subject Fw: Fire & Sheriff Meeting

FYI. Jim Meznec

Handel
Evans/do/Vcccd

04/20/2005
09:09 PM

To James Meznec/do/Vcccd, William Studt/do/Vcccd
cc Leslie Dickey/do/Vcccd

Subject Fw: Fire & Sheriff Meeting

I thought that you should be aware of what is going on I believe that a meeting might be appropriate. I will be with Carol most of the day but on my computer and phone for further discussions,

h

J. Handel Evans.FAIA
805 384 8319

Leslie Dickey/do/Vcccd

04/20/2005 15:58

To Handel Evans/do/Vcccd@Vcccd
cc
bcc
Subject Fire & Sheriff Meeting

Handel - a few quick lines then I will fill you in tomorrow -

I just got out of the Fire & Sheriff meeting. It was pretty intense. The Sheriff Department feels like the building has been intentionally delayed. I told them no - we had to settle the teaching union question, the agreement for the use of the building had to be resolved, and then the radioactive & pollutants had to be solved. I said those items were all nearly settled, and that design could get underway. 18 months for design & DSA then another 18 months for construction.

Attachment 26

They said that the budget was suffering because of the delay and that we could not build all of the building that was "promised". I told them the money was isolated, only spent on their project, and that we would build the maximum amount of space we could. I told them we needed 20% add alternates to protect us on bid day.

They feel the Chancellor "promised them a full building", and that we are now back peddling. I told them I was not in the meetings with the Chancellor, but it would be very surprised to learn that the Chancellor made that remark. I said it was my understanding that the entire \$24 million was dedicated to the project. I told them that we were cutting back buildings at all locations, or cancelling them outright due to the cost escalation problem. I said it was my understanding the Chancellor had promised them all \$24 million, not a certain building size. If the building had to be reduced in size to fit \$24 million, there were no other options.

They asked me what would happen if they pulled out. I said I didn't think the money could be transferred anywhere else, and that the bonds would probably not be sold. I said we could not legally transfer any of the other Measure S money to the project even if we wanted to.

He said that the Sheriff was getting two stories - one from the Chancellor promising that they would get everything - and one from JCM telling them that they would get whatever \$24 million would buy. I told them I did not believe that was correct - that people can have a meeting and come away with different opinions about what was promised - I said no one from the District was trying to play any tricks - that we were just trying to deal with the price escalations that had affected all projects.

They want the Sheriff and Fire Chief to meet soon with the Chancellor, and you and I, to discuss. I think it is a good idea, in order to clear the air.

Board of Trustees
Ventura County Community College District
May 10, 2005

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ACCEPTANCE OF THE DISTRICT'S STATE FIVE-YEAR CAPITAL CONSTRUCTION PLAN
C-14A
Consent

Issue

This item presents for approval the acceptance of the District's State Five-Year Capital Construction Plan.

Background and Analysis

The District's State Five-Year Capital Construction Plan for the years 2007-08 through 2011-2012, as outlined on the attachment, is due to the State Chancellor's Office on June 1, 2005. This plan is a direct consequence of the work underway in the analysis and planning of the Measure S bond program. The State Five-Year Capital Construction Plan is designed to interface with Measure S funding in order to maximize available resources. Changes may occur to the plan following submission. Such changes will be reported to the Board, as appropriate. The full text, together with all technical support documentation, is available from the Office of Capital Planning, Design and Construction.

This item was presented and discussed at the Board Construction Subcommittee and recommended for approval.

Fiscal Impact

This is a request for State funding to a total of \$29,792,000 over the five-year period.

Staff Position

Academic Senates (as appropriate): N/A
Review by Legal Counsel: N/A

Recommendation of Chancellor

The Chancellor recommends that the Board of Trustees approve the acceptance of the District's State Five-Year Capital Construction Plan.

Further Information

Handel Evans/Les Dickey

Attachment 27
Mr. Huber
Ms. Juarez

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District Projects Priority Order

Ventura County Community College District

No.	Project	Occupancy	Source	Schedule of Funds							
				2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	
13	DO - County Wide Regional Fire & Poli	2008/2009	NonState		(C)						
	ASF	Total Cost			\$1,150,000						
14	OC - County Wide Regional Fire & Poli	2008/2009	NonState		(C)	(E)					
	17,660	\$7,642,000			\$6,570,000	\$462,000					
15	VC - County Wide Regional Fire & Polic	2008/2009	NonState		(C)	(E)					
	30,521	\$15,012,000			\$12,910,000	\$902,000					
16	VC - LRC Secondary & Tertiary Effects	2005/2006	NonState	(E)							
		\$4,300,000		\$325,000							
17	OC - Gymnasium/Track & Field Moder	2005/2006	NonState	(E)							
		\$7,000,000		\$200,000							
18	VC - Athletic Facilities Modernization	2006/2007	NonState	(C)	(E)						
		\$8,520,000		\$7,032,000	\$318,000						
19	MC - Operations and Warehouse Facilit	2005/2006	NonState	(E)							
	9,975	\$875,000		\$11,000							
20	MC - Infrastructure Upgrades	2007/2008	NonState	(W)	(C)						
		\$10,575,000		\$1,195,000	\$8,986,000						
21	OC - Infrastructure Upgrades	2005/2006	NonState	(C)							
		\$8,950,000		\$6,787,000							
22	VC - Infrastructure Upgrades	2006/2007	NonState	(P)	(W)	(C)					
		\$1,881,000		\$70,000	\$227,000	\$1,584,000					
23	MC - Gymnasium Renovation	2006/2007	NonState		(C)	(E)					
		\$4,500,000		\$3,297,000	\$378,000						
24	VC - Adv Tech/General Classroom Facil	2010/2011	NonState				(C)	(E)			
	21,279	\$44,000,000					\$35,275,000	\$2,540,000			
25	MC - Academic Center	2008/2009	NonState		(C)	(E)					
	28,650	\$30,800,000			\$25,533,000	\$1,728,000					
26	OC - Student Services Building & Book	2009/2010	NonState	(W)	(C)	(E)					
	18,963	\$22,300,000		\$2,337,000	\$17,513,000	\$1,620,000					

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District Priority : **14 OC - County Wide Regional Fire & Police Training Facility**

Project Type : Site Acquisition New Construction Reconstruction
 Replacement Infrastructure Equipment

Total Estimated Costs : \$7,642,000

Anticipated Source(s) of Funds : Non-State

Type of construction :

Seismic Retrofit :

If Existing - Age :

If Existing - Condition :

Anticipated Time Schedule

	Land Acquisition	Preliminary Plans	Working Drawing	Construction	Equipment	Occupancy
Year		2002/2003	2004/2005	2006/2007	2007/2008	2008/2009
Estimated Cost		\$265,000	\$345,000	\$6,570,000	\$462,000	

Explain why this project is needed:

Fire Academy Only: Construct a Regional Public Safety training center to accommodate the Sheriff's Academy in partnership with Ventura College and the Fire Technology Academy in partnership with Oxnard College. The center will include classrooms, staff offices, shower and locker rooms, simulator rooms, and defensive tactics / physical fitness training areas. The scope also includes the renovation and replacement of electrical & utility infrastructure necessary for this project.

Project Intent And Scope

Ventura College

District Priority : **15 VC - County Wide Regional Fire & Police Training Facility**

Project Type : Site Acquisition New Construction Reconstruction
 Replacement Infrastructure Equipment

Total Estimated Costs : \$15,012,000

Anticipated Source(s) of Funds : Non-State

Type of construction :

Seismic Retrofit :

If Existing - Age :

If Existing - Condition :

Anticipated Time Schedule

	Land Acquisition	Preliminary Plans	Working Drawing	Construction	Equipment	Occupancy
Year		2002/2003	2004/2005	2006/2007	2007/2008	2008/2009
Estimated Cost		\$525,000	\$675,000	\$12,910,000	\$902,000	

Explain why this project is needed:

Sheriff Academy Only: Construct a Regional Public Safety training center to accommodate the Sheriff's Academy in partnership with Ventura College and the Fire Technology Academy in partnership with Oxnard College. The center will include classrooms, staff offices, shower and locker rooms, simulator rooms, and defensive tactics / physical fitness training areas. The scope also includes the renovation and replacement of electrical & utility infrastructure necessary for this project.

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District Priority : **18 VC - Athletic Facilities Modernization**

Project Type : Site Acquisition New Construction Reconstruction
 Replacement Infrastructure Equipment

Total Estimated Costs : \$8,520,000

Anticipated Source(s) of Funds : Non-State

Type of construction :

Seismic Retrofit :

If Existing - Age :

If Existing - Condition :

Anticipated Time Schedule

	Land Acquisition	Preliminary Plans	Working Drawing	Construction	Equipment	Occupancy
Year		2003/2004	2003/2004	2005/2006	2006/2007	2006/2007
Estimated Cost		\$317,000	\$853,000	\$7,032,000	\$318,000	

Explain why this project is needed:

Renovate physical education facilities. Provide modern restrooms and locker rooms, upgrade track and field facility to all-weather facility; modernize soccer, tennis and football fields; replace bleachers and install lighting.

Project Intent And Scope

Ventura District Office

District Priority : **13 DO - County Wide Regional Fire & Police Training Facility**

Project Type : Site Acquisition New Construction Reconstruction
 Replacement Infrastructure Equipment

Total Estimated Costs : \$1,250,000

Anticipated Source(s) of Funds : Non-State

Type of construction :

Seismic Retrofit :

If Existing - Age :

If Existing - Condition :

Anticipated Time Schedule

	Land Acquisition	Preliminary Plans	Working Drawing	Construction	Equipment	Occupancy
Year		2002/2003	2004/2005	2006/2007		2008/2009
Estimated Cost		\$40,000	\$60,000	\$1,150,000		

Explain why this project is needed:

Infrastructure Only: Construct a Regional Public Safety training center to accommodate the Sheriff's Academy in partnership with Ventura College and the Fire Technology Academy in partnership with Oxnard College. The center will include classrooms, staff offices, shower and locker rooms, simulator rooms, and defensive tactics / physical fitness training areas. The scope also includes the renovation and replacement of electrical & utility infrastructure necessary for this project.

Eileen Welser /do/Vcccd
06/09/2005 11:45 AM

To "Larry O. Miller" <lmliller@vcnet.com>
cc Leslie Dickey/do/Vcccd@Vcccd, Michael Gregoryk/do/Vcccd@Vcccd
bcc cherwl@aol.com
Subject Re: FYI: Santa Paula town hall meeting - Confidential

CONFIDENTIAL

Good Morning Larry. As promised, this is a follow-up to our last night's discussion. The Santa Paula extension center issues are as follows:

1. The District wishes to have our Santa Paula Center be recognized by the state as a full-service instructional site. Should this occur, we will receive maintenance & operation and utilities funding for the building. Should we not receive such approval, we will need to support the building from our general fund.
2. To increase the probability that we will be granted extension center status from the State Chancellor's Office, we must provide to the state our earnest intent to develop over time a full-service (e.g. learning resources, admissions & records, student services) facility.
3. We are on record documenting the need for 50 acres as our baseline requirement for a full-service campus center that may in the distant future grow to a fourth campus.
4. The Santa Paula center is funded by Measure S bond revenue. This source of funding cannot be used for the purchase of property.
5. To make our campus center project viable, Limoneira must donate 50 acres of land to the district.
6. Limoneira believes that a college center would be a positive development tool fostering their residential construction plans.
7. Recently, the Santa Paula public school district's superintendent has been attempting to acquire part of our acreage from Limoneira to "foster greater K-12/college cooperation and joint programming". The Santa Paula school district wishes to place a high school on the 50-acre site in conjunction with, or as part of, the district's college center.
8. Should the acreage be shared, we would jeopardize our state facility support for our building and increase the direct cost for this site.
9. I have offered to support partnerships and additional 2+2 relationships with the Santa Paula K-12 superintendent and explained our hesitancy to share bricks and mortar.
10. The developer Limoneira in the meantime expressed concerns and does not wish to split or separate the property committed for our district's use. The college district, nor the developer, finds it in their best interest to be the center of a public debate over this issue.
11. The Santa Paula school district remains committed to acquiring property dedicated to our college center project as part of its capital construction ambitions.

Handel Evans is on vacation this week so I have asked Les Dickey to attend tonight's forum, to provide technical assistance. Mike Gregoryk and the Santa Paula Center director should also be in attendance to provide support regarding ongoing programs and services. I have asked Mike to have some form of handouts prepared containing information about Ventura College's activities in Santa Paula. I hope to join you as well this evening. Knock their socks off! Jim Meznik

"Larry O. Miller" <lmliller@vcnet.com>



"Larry O. Miller"
<lmliller@vcnet.com>
06/07/2005 01:23 PM

To "Cheryl Heitmann";
cc Eileen Welser <ewelser@vcccd.net>
Subject FYI: Santa Paula town hall meeting

Attachment 28

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Hi Cheryl,

FYI, I have been invited to speak at the Latino Town Hall meeting this coming Thursday, the 9th.

It's sponsored by: Latino Town Hall; LULAC League of United Latin American Citizens; and H.O.P.E. Housing, Open Space, Parks, Education, and Employment.

Larry

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James Meznick/do/Vcccd
Sent by: Eileen Welser

06/10/2005 04:00 PM

To board
cc
bcc
Subject Update

Santa Paula Center. Trustee Miller was kind enough to speak at a Town Hall meeting in Santa Paula regarding the district's proposed college center. The Santa Paula Superintendent and a portion of the citizens in Santa Paula are attempting to acquire land for a new high school and elementary school. Consequently, the joint use of property designated to our district is of interest to them. Larry Miller, Mike Gregoryk, Les Dickey, and Linda Rubenstein all did a nice job in keeping us out of the center of what looks to be some very pointed debate.

Attachment 29

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

**Citizens Oversight Committee
July 11, 2005**

MINUTES

Michael Wesner, Chair, called the meeting to order at 3:12 p.m.

I. Roll Call

Roll call was taken and a quorum was established.

Committee Members Present: Michael Wesner, Connie Tushla, Don Facciano, Kay Wilson-Bolton, Hank Lacayo

VCCCD Administration Present: Mary Anne McNeil

Others Present: Handel Evans, Les Dickey, Diane Stephens, Dr. Gabino Aguirre, Bob Borrego

II. Chairman's Comments

A. Approval of Minutes of April 18, 2005

The minutes were approved as submitted.

III. Chancellor's Comments

None

IV. Committee Members' Comments

Ms. Wilson-Bolton reported that Dr. Lydia Ledesma-Reese, Oxnard College President, was planning to speak to the Association of Hispanic Realtors at the Boys and Girls Club in Oxnard on how to energize enrollment at the District.

V. Old Business

A. Report of Expenditures to Date

Mary Anne McNeil reviewed the most current Ventura County Community College District Use of Bond Proceeds summary sheets. She noted that the auditors will be here in August and that the audit report will be ready for the next regular meeting of the Citizens Oversight Committee. Mr. Dickey discussed the issue of rising construction costs and the various factors that are driving the costs up.

Attachment 30

B. Updates

1. Santa Paula Center

Mr. Evans updated the committee on the status of the Santa Paula Center, noting that the official name is really the Santa Clara Valley Center. The Board decided to seek off-campus center status from the State for this project, which means that the District must have a site and at least 500 FTES (full-time equivalent students). If approved as a separate "center," the State would fund this facility separately from the other campuses. Mr. Evans reported on the possible land donation from Limoneira and explained the District's intention for future use of this property, if acquired. He also noted that Ventura College would be responsible for the courses scheduled there, but would be receptive to input and suggestions from the community.

2. Conejo Center

Mr. Evans reported that Moorpark College and the Conejo Valley Unified School District are still discussing this, however, progress has been slow. It is the responsibility of the CVUSD to address the environmental issues first.

VI. New Business

A. Update on Bond Program

Mr. Dickey updated the committee on the current status of the bond projects.

B. Actions Taken by the Board Involving Bond Funds (since last meeting)

(Report provided in agenda packet)

C. Next Meeting Date

Monday, October 10, 2005, 3 p.m., DSC conference room

D. Student Representative

Mr. Wesner reported that Evan Hess, the student representative on the Citizens Oversight Committee, has resigned. He asked Mr. Evans to follow-up with the Chancellor and Board on naming a replacement.

E. Lawsuit with County

In response to Mr. Wesner's request for an update on the lawsuit with the County of Ventura, Mr. Evans reported that it has been tolled until the end of January 2006, at which time the Supreme Court should have ruled on a similar lawsuit between the City of Marina and Cal State.

F. FTR International

Mr. Evans also reported that the FTR arbitration will begin next month with an expected positive outcome.

G. MC LRC

The Moorpark College Learning Resources/Telecommunications Center should be completed within two weeks and open for the Fall semester.

H. Project Labor Agreement

Mr. Lacayo reported that Bob Guillen, Ventura County Building and Construction Trades Council, has retired.

VII. Public Speakers

Dr. Gabino Aguirre and Mr. Bob Borrego were in attendance. Dr. Aguirre addressed the Committee regarding the Santa Clara Valley Center (the Santa Paula Center). He expressed his interest and that of the community in the quality of educational programs to be offered at the Center and expressed the hope that they would not be solely vocational, but would also offer coursework which, when accomplished, would lead on to other avenues of higher education.

Dr Aguirre expressed his support of a formal community college presence in the Santa Paula area and also expressed his concern that the funding identified by Ventura College and the District be conserved to effectuate this presence. Dr Aguirre further expressed his hope that collaborative partnerships could be established with other sectors of education in maximizing educational opportunities to the people of the area.

Mr. Wesner asked that the issue of moving bond money from one project to another be agendaized for the October meeting.

VIII. Adjournment

The meeting adjourned at 4:12 p.m.

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VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Chancellor's Office

MEMORANDUM

October 7, 2005

TO: Board of Trustees
FROM: Jim Meznek, Chancellor
SUBJECT: Update – October 7, 2005 - CONFIDENTIAL

- Bond Measure S – Series B: Cheryl Heitmann, Sue Johnson, and I met with the District's bond counsel, our bond agents, and two bond-rating services. Cheryl and Sue did an excellent job as we waltzed around the issue of declining enrollment in an attempt to maintain our AAA- rating for our next bond. You are all to be commended for the work you did on containing costs this year, or we surely would be receiving a lower bond rating in the next several weeks.
- Santa Paula: Handel Evans and I met with Wally Bobkiewicz this week to discuss the Santa Paula Center. We maintained our neutrality outside the battle thus far. However, Wally was under the impression that the Board was willing to settle for a 10 – 20 acre parcel on which to build an educational center. We assured him that the full position of the Board has not changed and that we would have no additional position until the trustees reviewed the plethora of existing projects at their November Board meeting. Subsequently, David Gomez has issued an invitation for two Board members and me to meet with the mayor, two members of the Santa Paula City Council, the Superintendent of the Santa Paula High School District, and two High School District Board members on October 20. I do not believe it is in the best interest of the District to attend this meeting prior to our November 8th Board meeting. I will speak to Mr. Gomez on Monday regarding this matter.

Attachment 31

Board of Trustees Ventura County Community College District

Cheryl Heitmann
*President
the Board*
Mary Anne Rooney
Vice-President
Arturo D. Hernández
Trustee
Robert O. Huber
Trustee
Larry O. Miller
Trustee
Brian Lovatt
Student Trustee



James M. Meznik
Chancellor/Secretary to

TRANSCRIPT – BOARD OF TRUSTEES MEETING OCTOBER 11, 2005

OPEN STUDY SESSION

- **Measure S – Series B Issuance**

At 7:56 p.m., President Heitmann opened the Study Session.

President Cheryl Heitmann: With us tonight we have two people who are working very hard on our behalf with our bond money and getting the Series B drawdown, I guess, is that the right term? I don't know if it is, sort of the right term. I should have know from spending a couple of days in San Francisco, but I would like to introduce at this time Robert Barna who is the Director of the Public Finance Department of the Municipals Securities Division of Citigroup and with him we have our bond counsel David Casnocha, who's with Stradling, Yocca, Carlson & Rauth and they are a law firm in San Francisco. We thank you both for being here to give us a presentation I should say that Ms. Johnson our CFO, the Chancellor, myself did go to San Francisco last week and we did bond presentations to both Moody's and Standard & Poor and it was quite an educational experience. It was really a lot of hard work. I didn't have a lot to do, but everyone else put a lot of work into this and we really appreciated that. I know you are going to talk a little bit about that tonight and we may have some questions for you. So thank you for being here.

David Casnocha: Thank you, again, my name is David Casnocha, from Stradling, Yocca, Carlson & Rauth. The action item that's before the Board, a little further down in the agenda, is the adoption of a Resolution authorizing the issuance of not to exceed \$80 million of the second series of bond monies for the District. As you may have noticed in the Resolution, there's a provision recognizing that the County of Ventura has adopted a Resolution of its own, some time ago, that allows school districts and community colleges in the county to issue General Obligation Bonds in their own name and that's the reason why your Resolution is quite lengthy is because it contains all of the bond

Attachment 32

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provisions that in many other counties only appears in the County Board of Supervisors Resolutions. And so, this 30-page document sets forth the parameters within which your bonds will be issued, not to exceed \$80 million is the one that is the most important for your. Again, with the proceeds being limited to qualified bond projects that the voters had approved and subject to all the safeguards of the Citizen Oversight Committee review. This is the only governmental action that is going to be required by the Board, because the Resolution delegates authority to the Chancellor and to the Associate Vice Chancellor to sign all the necessary documents to complete the financing which we expect to occur in about a month. And so, you're approximately \$80 million should be available for your use in the County Treasury in four or five weeks. If there are any questions about the Resolution or the bond authorization or about the issuance process, or the rating process, Robert and I would be happy to answer questions.

President Heitmann: I think there are some questions. I wondered, though, if you could, for the Board, explain the rating process. The four items or areas, I mean, that they really rate on because I think that is kind of important and maybe some of what you saw in terms of why you think we're going to get such a good rating. Or you hope we are.

David Casnocha: You don't have the good rating yet. The rating agencies evaluate, when they look at the ratings, they rate all the community college districts of the past GO bonds have ratings outstanding, the majority of K-12 districts, on balance community college districts ratings are slightly better than K-12 districts, primarily that's because community college districts have some more financial flexibility, vis a vis K-12 districts, and also you typical cover a larger tax base. Having said that, the ratings start with AAA, they go to AA, A and then down from there. The district received an AA3, AA- on its first series of bonds; we expect that that rating will be reaffirmed. So, you are in the AA category which is a very lofty position. The rating agencies evaluate four factors when they are coming up with these ratings. They look at the management of the district, they look at the district finances, they look at direct and overlapping debt of the district, and they look at the area – demographics and economics. So they're looking at job growth, tax base growth, they're look at management – how decisions are being made, how they are being instituted, how the district handled the budget cuts from the state, how are they managing enrollment, and other things like that. So, we prepared a presentation that was put together, presentation with Dr. Meznek, Ms. Heitmann, and Sue Johnson, with the rating agencies, those meetings lasted about an hour and a half or so where they were asked a bunch of questions about the District as well as getting new information and updated information from the last time we visited with the rating agencies back in 2002. So our hope is to have those ratings reaffirmed, again those are very strong ratings, again they're impressed with were the District is going, with some turmoil in the past and really righting the ship and going forward, as well as the tax base and how the colleges really fit into job growth and the growth of the area.

President Heitmann: O.K. Are there questions from the Board. Trustee Rooney?

Trustee Rooney: I would first like to have clarification, you mentioned \$80 million several times, our documents say \$85 million. So, I'm wondering where the discrepancy is, if it's just a not-to-exceed amount.

David Casnocha: I think there is two different documents you may be looking at. The draft of the official statement, the fattest of all the documents, says in the cover page \$85 million with an asterisk. The resolution that you are adopting, at least my copy of the Resolution, has not to exceed \$80 million in it and that's found on the last line of page 1 of the Resolution. I have an old copy. Then I stand corrected - \$85 million is the number, but the plan is to issue \$80 million.

Trustee Rooney: O.K., so not to exceed.

Trustee Rooney: I have a couple of questions regarding how we can use the moneys that come down through the bond language. We currently have four different areas that the money has been allocated to. For example, \$24 million to a districtwide safety facility, then each campus has items that are listed underneath there that have a certain amount tied to them. My question is if one of those four areas did not utilize the funds, for whatever reason that may be, what is the District allowed to do as far as that money that has currently been designated for those four. What, legally, is the district allowed to do as far as the money distribution to those four sights?

David Casnocha: Cause I would say... I wouldn't use the word designated, not knowing any of the politics, but with the Resolution that the District adopted calling for the election and was submitted to the voters, did include dollar amounts per these four categories, but in bold, black, it said, "Estimated costs" with respect to each of the four categories. And then, in the narrative description to as to what that meant, it said, "The bond program is designed to provide facilities which will serve current and expected enrollment in the event of an unexpected slow down in development or enrollment of students at the three colleges, certain of the projects described above will be delayed or may not be completed. In such case, bond money will be spent only on the most essential projects listed above." Then it goes on, but I think that, those are the kinds of sentiments in the resolution that I would say would allow the District to reallocate any of these bonds moneys towards the most essential projects that are contained in the information that was submitted to the voters and that you're not legally bound by the strict dollars and cents that were listed here. These are only estimated costs at the time. So you could make decisions regarding prioritization of projects any way you feel fit today.

Trustee Rooney: Thanks. So, this is new to me. Hearing that. I thought that you had to have what was designated for each college stayed with that colleges and the programs that were involved in it. Now, are you saying that, for example one of the colleges \$10 million went from this college to another campus.

David Casnocha: Yes, for example, Moorpark was \$104,239,503. You could take \$4,239,503 from Moorpark and put it in countywide projects for Public Safety

Instruction. You can move all the money around within these four large categories of projects. Under the way the ballot, language was written. We've done ballot languages that have been far more restrictive with respect to contractually limiting the dollars per project. This is not an example of the language that sought to do that, or doesn't do it.

Trustee Rooney: O.K. and then does the District have to complete all of those projects that we have listed on the Measure that went out to the voters?

David Casnocha: No, in fact, I don't know. . . I mean I do a lot of community college bonds and I don't know of any community college that's able to come close to finishing all of their projects, for a couple of reasons. The two most common reasons are: the project lists that are frequently reflections of a Master Facility Plan, cost a lot more than the bond authorization. They are the total need list of the college. Secondly, costs for all the college construction projects has gone up so much, that even those colleges that had a very sharp pencil with respect to what they thought they could actually get done are now realizing that they can't get it done and projects are not being completed. There is not a legal issue with the deletion of one or more of these projects. You're not obligated to allocate some dollars towards each of the lists of projects that appeared in the ballot language and that's why the language I read you regarding some projects may never get done, because of changing needs. When a college passes a bond as large as yours, it really looks to 10 to 15 years worth of construction and colleges needs get reprioritized many times over a period of 10 or 15 years and the language in the Resolution was designed to allow this Board and future Boards to spend that money as suited the demands of the colleges at the time.

Trustee Huber: Thank you madam chair. I would just like to comment if I might. I've lived with the bond language now; this is my third year living with the Bond language. I was on the Citizens Oversight Committee for two years. I'm very familiar with the Bond language; in fact, I read the whole thing just yesterday. I'm as he is a lawyer. So, we can take a pure legalistic approach to this and say we can do darn well what we want. But I feel very strongly as a person who was elected by the people in the County to keep faith with the voters of this County and the way they voted and the way this was prioritized and the way they voted. Not to say that there won't be exceptions to that, not to say legally we can move it around between the different areas. It would really have to be something very drastic for me to not keep the prioritization within the categories that were approved by the people of this County. As so, yes, I appreciate your saying we can do it, but I'm not so sure I will ever do it. O.K. It has to be very drastic for me to move away from what the people approved. We all know because we have been going through this painfully that our wish list keeps diminishing every day and we're going to see another one, another diminishment of this after Katrina because now the supplies are going to be a problem again. First China drained it, now the Gulf Coast is going to drain it and so the costs are going to go up. Whatever it is, I know we are going to have to reprioritize as time goes on. But I'm going to be very faithful to the general categories as best as possible and I want to make that clear because even though you answered that from a pure legal standpoint that we can do it, at least in terms of my vote, I'm going to

adhere to that as best I can. And there may be exceptions, but I'm going to try to keep the faith as best I can with what the people's wishes were. This is what the people did when they trusted us with the prioritization.

President Heitmann: I think we are just getting information here, but and we obviously will have a lot more discussion about this in the future.

Trustee Huber: This question, I don't want to leave it without responding to it because I don't, I'm not adhering to just what we can legally do. I'm adhering to what, keeping faith with the people.

Trustee Hernández: I have two things. One is a follow-up. I know we could have discussion, but it's important. I don't want people to leave her thinking that the Board has the option to do this and then it might happen. I know that it wasn't the intent. The future Boards are going to need to go for another Bond issue and at that time, the citizens are going to look to the integrity of the Board and what it is that we follow through with and what we did and how we handled it. So, I think that we need to be very careful in following up a little bit with what Trustee Huber is saying is how we complete and how we follow through with the bond and what the intention was in what we do. I just wanted to add that in part of this discussion. Because I don't want to be, at least on my behalf, that there is any misunderstanding on where I see we need to be with the Bond language. My question is for either one of you. With this new \$80 million issuance, how are tax rates going to be affected. \$85 million.

Robert Barna: That question would be for me. The tax we are maintaining at \$13 per \$100,000 of assessed valuation. We structure the first series such that the debt service would drop down and therefore, give us capacity to issue the second series, while maintaining the \$13 tax. When we went to the voters, we said that the tax would be around, just under \$19 and because of the impressive growth in the tax base and issuing this series a little later than we originally planned, we've been able now to project out the tax being about \$13 per year ... for the whole project. So we will not, it doesn't double the tax that we issued 80 and we've structured it such that we can kind of keep to a constant \$13 per \$100,000 of assessed valuate.

Chancellor Meznek: We spent a lot of time answering some very pointed questions and I think to the best of our ability we have done what we could to ensure that we get a very solid bond rating (knock on wood). We were questioned very thoroughly by both agencies regarding GASB. That's been an issue in our District, I think we've mentioned to employees and managers and community folks the importance of what we have been attempting to do. Would you mind just giving folks a little peek at the kind of questioning we had, what its bearing was on our bond rating and whether we are in the appropriate ballpark.

Robert Barna: Certainly. GASB 45 which is requiring the reporting of a liability for post retirement benefits that the District has granted to past employees and current

employees as they move forward. And the rating agencies right now are looking as GASB 45 is implemented that this is a liability of the District and should be treated as if it was a Bond debt or anything else and that the obligation that's established through your actuarial report should be met on an annual basis. And they would look at District's who ignored that obligation as almost being in default and it could impact your rating in the future, which would then impact the cost of the rest of the Bond, GO Bonds going forward. And so they are very concerned that community college districts and K-12 districts are taking the steps today to make sure that they are in compliance with GASB 45 when it comes on line within the next few years and that they are making their actuarially required contributions on an annual basis and so they are looking at that very seriously as a new obligation and looking at it as if you had issued Bonds for it or had Bonds outstanding. And so, districts that are ignoring it or not doing anything about it, they are looking at it with a way eye. Those districts that have plans in place and that are doing things, such as Ventura, they look at in a favorable light.

Trustee Rooney: I feel obligated to respond to Trustee Huber's remarks about the question of moving Bonds. Certainly there was no intention behind my question, other than get clarification because the item has been raised previously. I had a different opinion, but I bow to my legal counsel at this point. But there was no intention of promoting the idea at this time. I just wanted to clarify on that. The question I have to you sir, outside GASB, what kind of issues and items of concern was looked at in regard to our District to determine what the bond rating was. For example, our reserves, being on the Watch List, what kind of specific financial issues were considered.

Robert Barna: They look for structural stability and budgeting. So obviously, they want to see ongoing revenue supporting ongoing expenses, onetime revenue being only used for onetime expenditures. They look at your level of reserves and they know that the state mandate is a 5%, so that's zero, so anything you're doing to give yourself financial flexibility by having reserves in excess of the 5% they look on as a positive. They've seen in the last several years as the state has played around with the finances for community college districts. That those that had prudent reserves set aside were able to weather the storm much better than those that were just basically skimming along the bare minimum of reserves. So, they take the level of reserves as a very important indication of management's job of preparing for rainy days, management's job of being able to adjust expenditures when revenue levels aren't what they were projecting. They've seen what's happened with enrollment, and see that you're getting more yield out of FTES and so those are important things to them that you're managing, you're doing everything from a management perspective to keep your reserves growing. Obviously, not to large amounts, but, however, they think of the 5% as the bare minimum, that's what the state, it's really nothing special at that, that they like seeing something above that to give you the financial flexibility to handle any shocks to the system.

President Heitmann: Any other questions? Trustee Hernández.

Trustee Hernández: I just want to thank you and the staff for taking the time, especially yourself, for taking the time out your schedule to go over there and represent us in San Francisco, I think it's important that we have Board representation there. It shows our commitment and level of serious that we have and it sounds like, based on the reports that we have that it was, we did the best we could and we presented what we can and I'm sure we're going to come out, we'll do well. So, well worth the trip, well worth all the hard work and effort. Thank you very much.

President Heitmann: Any other questions? Thank you very much for coming. We really appreciate it and thank you for all your efforts on our behalf. We really appreciate that too and you'll let us know. We should know in a couple of weeks about our bond rating and of course, the bond rating affects really the borrowing, cost. . . Thank you very much. At this point, if there is no more discussion I am going to close that Study Session and open the next Study Session.

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

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**Citizens Oversight Committee
October 17, 2005**

MINUTES

Michael Wesner called the meeting to order at 3:14 p.m.

I. Roll Call

Roll call was taken and a quorum was established.

Committee Members Present: Michael Wesner, James Stueck, Don Facciano, Kay Wilson-Bolton

Board Members Present: Trustee Cheryl Heitmann

VCCCD Administration Present: Sue Johnson, Mary Anne McNeil

Others Present: Handel Evans, Les Dickey, Diane Stephens

II. Chairman's Comments

A. Introduction of New Members

Mr. Evans introduced the staff members present to the committee. Mr. Wesner introduced new committee member, James Stueck.

B. Approval of Minutes of July 11, 2005

The minutes were approved as submitted.

C. Duties of the Citizens Oversight Committee

Mr. Wesner will update Mr. Stueck on the responsibilities of the Citizens Oversight Committee.

III. Chancellor's Comments

None

IV. Old Business

A. Report of Expenditures to Date

Mary Anne McNeil reviewed the most current Ventura County Community College District Use of Bond Proceeds summary sheets. She also distributed copies of Bond Measure S Exhibit B with reference numbers and explained the bond spend down hurdles.

Attachment 33

B. Updates

1. Conejo Center

Mr. Evans reported that the Conejo Center and the Santa Paula Center projects are being reexamined. Initially, the academic intentions of this facility pointed toward a partnership with the Conejo Valley Unified School District. The recent experience with construction inflation, however, and the return on the investment, questions the appropriateness of such an agreement at this time. Alternative opportunities are being discussed.

2. Santa Paula Center

The proposed land donation from Limoneira to the District has been controversial in the Santa Paula community. Discussion is presently taking place within the Santa Paula community as to the needs of the local high school district and its possible acquisition of a site for a new school. The District is cognizant of this discussion and in the light of recent construction cost increases is reevaluating its immediate need to identify a site which would serve a long term purpose.

3. Ventura College LRC

Mr. Evans reported that a \$650,000 settlement had been reached between the District and FTR International. He mentioned that this project, now complete, still came in below budget in spite of problems with the contractor.

V. New Business

A. Update on Bond Program

(Note: At this point, Trustee Cheryl Heitmann joined the meeting and was introduced.)

Associate Vice Chancellor Johnson reported that the Board took action at its October meeting to approve the second issuance of the bonds, which will probably take place in November and is expected to be \$80 million. This second issuance is anticipated to last another two years, but it is possible that it might extend three years, in which case the District would still be within its spend down thresholds. It is also expected that the District will maintain its current bond rating from Moody's and Standard & Poor's, which is very good. Currently the tax rate is \$13 per \$100K of property value.

Mr. Evans updated the committee on the current status of the bond projects, noting that the total of money available for construction has decreased by another 10% since he last reported due to increases in construction costs. This problem is not unique to the District but is the result of dramatic nationwide increases in costs due to hurricane construction and the price of materials.

B. Annual Audit Report

At their October 2005 meeting, the Board of Trustees accepted the Bond Measure S Performance and Financial Audits for the fiscal year ending June 30, 2005. The conclusions indicate that the Ventura County Community College District has continued to properly account for all bond expenditures. Mr. Facciano moved to accept the audits; Mr. Stueck seconded the motion, which passed.

C. Citizens Oversight Committee Annual Report

Mr. Facciano moved to accept the 2005/06 Annual Report as submitted. The motion was seconded by Ms. Wilson Bolton and passed.

D. Actions taken by the Board involving bond funds (since last meeting)
(Report provided in agenda packet)

E. Next meeting date

Monday, January 9, 2006, 3 p.m., District Service Center conference room

VI. Public Speakers

Trustee Heitmann welcomed Mr. Stueck and thanked those committee members continuing for another term. She extended a formal invitation to the committee to attend the next Board meeting on November 8, at which time the reprioritization of Bond Measure S projects will be discussed. Mr. Wesner noted that he would attend to present the COC's Annual Report to the Board. Trustee Heitmann also briefly discussed the proposed Conejo Center project.

VII. Adjournment

The meeting adjourned at 4:17 p.m.