

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

**MINUTES OF THE REGULAR MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE
October 13, 2005**

CALL TO ORDER

The regular meeting of the Citizens' Oversight Committee was held on Tuesday, October 13, 2005, at Antelope Valley College, 3041 West Avenue K, Lancaster, California, in room BE 132 of the Business building.

ATTENDANCE

Citizens' Oversight Committee Present

Olaf Landsgaard, Chairman
Rafael Felix
Tim Fuller
David Cleveland
Danny Roberts
William Walsh IV
Bruce Jacobsen
Fran Marroquin
Emmery McNairy
Jim Miller
Harvey Holloway
Ms. Winifred Brunston

College Staff/Representatives Present

Tom Brundage
Doug Jensen

Committee Members Absent

Nicole Guyer
Mark Troth
Roger Gallizzi
R. Rex Parris
Mark Bozigian
Norman Hickling

Recorded by: Patricia Harris

- I. **CALL TO ORDER & ROLL CALL** – Meeting was called to order at 7:00 p.m. by Mr. Olaf Landsgaard, Chairman. Introductions were made.
- II. **COMMENTS FROM COMMUNITY GROUPS AND INDIVIDUALS REGARDING AGENDA ITEMS** – No others in attendance.
- III. **APPROVAL OF PREVIOUS MINUTES** – Mr. Walsh made a motion to approve the minutes of the previous meeting, which Mr. Felix seconded, and motion was passed unanimously.
- IV. **BOND FUNDS FINANCE REPORT** – Income and expenditure report was presented by Mr. Tom Brundage and is appended to the original minutes. Interest rate of 5.5-6.0% is generated quarterly, and the interest reflected of \$116,236 was for May and June. Mr. Walsh asked if there were any gray areas within the expenditures and Mr. Brundage replied that there were none. Mr. Walsh asked if the expenditures made were within the guidelines specified by Measure R, and Mr. Brundage stated that they were within the guidelines. Members requested that more details be included when presenting expenses incurred.

Mr. Walsh asked if any bond proceeds were used for any teacher or administrative salaries or other operating expenses. Mr. Brundage stated not to date, but that remuneration for Mr.

Jensen's duties is an allowable expense. He stated that a new Director of Maintenance is expected to be selected in November and presented to the Board at its December meeting. This position would then allow Mr. Jensen to function in his role as Director of Facilities, Planning and Construction, when it was stated that most of his hours would be charged to the Bond, per Bond provisions. His hours spent working on Bond construction would be kept track of, and it was stated that money would be saved by utilizing Mr. Jensen, rather than hiring consultants.

- V. **PROJECT REPORTS** – Mr. Jensen gave a detailed Powerpoint presentation on all Measure R projects, including revisions to Master Plan, as follows, and appended to the minutes:
- a. Non-Matching Funds Projects such as infrastructure and certain expansions and energy conservation upgrades, not funded by the State.
 - b. Matching Funds Projects, including information on State point system calculations. It was noted that growth is important in allocating funds to obtain matching funds, which AVC has been experiencing, with 8% growth last year and 5% the year before.
 - c. Environmental Impact Report. Public hearing was held in September and no one from the community attended. This has been approved by the Board and involves preservation of Joshua trees and mitigation measures identified for air quality, noise, traffic, light and glare, etc.
 - d. Palmdale site. Members had visited the site earlier and were pleased with the location and the 52 usable acres. Meetings have already taken place with the water district and other utility companies, and results are being awaited from geotechnical studies. It is hoped that initial modular buildings can be in place as early as August, 2007.
 - e. Cost control and construction management issues.
 - f. Web page. Measure R/Citizens' Oversight Committee's web page is now on the AVC website. Photographs of the members and meeting minutes will be appearing on the page shortly.
- VI. **OLD BUSINESS**
- a. Mr. Holloway and Mr. Roberts each drew two-year terms. A one-year and a two-year term are left for Mr. Parris and Mr. Bozigian to draw from.
 - b. Roles and Responsibilities of members were discussed, per the Bylaws and Measure R guidelines. It was reiterated that the committee is charged with overseeing that spending of public money is conducted appropriately and within set guidelines, and that recourse is available, should the committee deem it necessary.
- VII. **ELECTION OF VICE CHAIR** – Ms. Brunston nominated Mrs. Marroquin as Vice-Chair. This was seconded by Mr. Walsh and unanimously approved.
- VIII. **NEXT MEETING** – Upon discussion, it was felt that a meeting next month would be unnecessary, since there would not be much more activity between now and then. It was concurred to keep the meetings on a quarterly schedule, and therefore the next meeting was scheduled for **Thursday, January 12, 2006**.
- IX. **ADJOURNMENT** – Mr. Roberts made a motion to adjourn the meeting at 9:10 p.m., seconded by Mr. Jacobsen, and unanimously carried.