CITRUS COMMUNITY COLLEGE DISTRICT
Office of the Vice President of Finance and Administrative Services

PHYSICAL RESOURCES COMMITTEE MINUTES- March 26, 2003

Present: Carol Cone, (recording secretary), Jim Cope, Marilyn Eng, John Fincher, Mike Harrington, Carol R. Horton (chair), Sharon Martin, Peggy Olson, Jim Pierce, Beverley Pray and Arnold Rollin. Absent: Thom Armstrong, Renee Hall, John Jasbinsek, Bill McCusker, Vince Mercurio and the student representative.

OLD BUSINESS

3.1 Approval of the minutes of January 29, 2003. Minutes approved as presented.

NEW BUSINESS

3.2 Clarion Distribution Bins. Mrs. Horton stated that Meg O’Neil, the Clarion Advisor, would like to install new distribution bins for the Clarion around campus. She is looking at a company that will provide and install the bins for free. The bins would have advertisements placed on them that will cover the cost. The following college campuses are using this company: Santa Monica College, Pierce, Glendale and the UC System. The specs for the bins are included with pictures. They are approximately the size of a free-standing phone booth. The advertisers and the college would have to agree on the placement of the bins and Arnold Rollin would have to discuss the types of ads that would be posted. There would also be room for Citrus ads. The members of the committee agreed that the bins are too large and would opt for something smaller that could be bolted down for security purposes. The committee also did not agree with the control the company/advertisers would have on the placement of the bins. Mike Harrington of Facilities will work with Meg O’Neil or a representative of the Clarion for an alternate solution.

3.3 Accreditation – Standard 8. Mrs. Horton reported that the Standard has gone to Jeanne Hamilton. There were no substantial changes to the document from Jeanne Hamilton or Lucinda Over. Mrs. Horton would like everyone on the committee to read the Standard one more time. All supporting documents are complete and ready to go. The Accreditation Team will be out in the fall. They may ask to meet with the Physical Resources Committee so we need to be prepared to be a representative of the committee if asked. Members will be notified if a meeting with the team is required.

3.4 Other – Capital Projects. Mrs. Horton reported that the Math/Science Building is moving forward. She attended the Task Force Meeting in Sacramento. The Economic Stimulus Package Funds have not been spent. The problem is that with Lease Revenue Bonds the Districts need to have clear titles to begin the projects. There is also a lot of paperwork
and bureaucracy in selling and issuing lease revenue bonds. Preliminary plans were submitted for approval from DSA in October. Department of Finance did not begin reviewing material until February. There was a glitch with an easement for flood control dated back to 1921 that has been abandoned. Tom Hippie and Mike Harrington are dealing with the Flood Control District to clear title. The Department of General Services review was delayed due to personnel changes, which delayed forwarding to the Public Works Board. The next meeting of the Public Works Board is in April, which would allow for authorization to go to bid from the Chancellor’s office the third week in April.

Mrs. Horton reported that we are not going to get any funding for the Voc Tech Building for 2004-2005. It was not an approved project. We do not qualify based on a new priority system used at the Chancellor’s office based on capacity load ratio. Anything below 100% is fundable. Citrus ratios are over 100%.

Mrs. Horton reported that the Board will have a study session regarding the GO Bond after the April 1 Board Meeting closed session. Dr Zeller, Mike Fehrs and Mrs. Horton have met with two consultants regarding the bond; an Investment Banker and Bond Counsel and provided them with the Master Plan and the cost and time involved. We need to hire a campaign consultant to conduct a poll of the community to see what they are willing to contribute and to determine what projects in the master plan are a priority to them. The Board needs to understand that the Faculty Senate supports this bond measure. The Bond funds would be enough to complete the master plan over a seven to ten year period. Maintenance items were not included in the Master Plan but do need to be included in the scope of discussions with the community.

Ms. Pray stated that she is very happy with the phone booth and the mirror outside of the Health Center.

Mr. Fincher expressed thanks for the extra faculty parking spots. Mr. Harrington was asked about the meter installation for the parking lot. They have not been installed yet. The question of parking signage was also raised. It was agreed that with the multiple changes in the parking areas due to upcoming construction that we will wait until a later date to determine our signage needs.

Mr. Harrington reported that the construction of the CDC stone wall will start June 18. This project has been pending for several years.

Mr. Harrington reported on Scheduled Maintenance projects that are in the works. We are waiting for final approval from the Chancellor’s office on an HVAC Controls project which will improve our communication to our EMS system. Several summer projects have been scheduled because of the light schedule. Mr. Pierce reported that the north Library parking lot is progressing and lighting is now complete.

Meeting adjourned @ 10:15am