I. CALL TO ORDER
Mrs. Lewis called the meeting to order at 4:00 p.m.

II. INTRODUCTIONS
Mrs. Lewis called the roll of the committee members. All were in attendance.

Mrs. Horton thanked all of the committee members that will be retiring after this meeting. Mr. Serpa, Mr. Kays, Mr. Bird and Mrs. Lewis have each served since the inception of this committee in September of 2004. Jesse Sanchez has served since 2006 for a two year term. Mrs. Horton emphasized how much she appreciated all the work that the committee has done for the college, including the annual report to the board and the community. She has seen many colleges
where the oversight committee is very contentious and the working relationship is very strained. Mrs. Lewis thanked Mrs. Horton and Dr. Viera. She has learned a lot from this experience. Mrs. Horton also asked that each of the retiring members would return for the September meeting to meet the new members and pass on their experience to them. All of the members would be able to attend.

III. APPROVAL OF MINUTES OF MARCH 6, 2008 MEETING
Mrs. Lewis asked if everyone was able to review the minutes from the March 6, 2008 meeting. Mr. Kays motioned that the minutes be approved as presented. The motion was seconded and the minutes were unanimously approved.

IV. PUBLIC COMMENT
Dr. Viera reported that this will be his last meeting. He will be retiring as of June 30, 2008. Dr. Viera thanked the committee for all of their work and support of the bond and Citrus College. Dr. Viera recognized Carol Horton for her work in getting the bond passed and the progress that has been made with the bond projects. He noted that many districts do not complete their planned projects because of poor planning or run out of funds prior to completion. We are currently on target and on budget with our master plan. Carol Horton also thanked Dr. Viera for his contacts with the community in getting the bond passed.

V. BOND REPORT – REVENUE AND EXPENDITURES
Mrs. Horton reviewed the Revenue and Expenditures report that was distributed to the committee which reports the activity July 1, 2007 through May 31, 2008. Cumulative expenditures for this year totaled $12,464,158.63. The net decrease in the fund balance was $11 million with a balance in the bond fund of $21 million. All of the expenditures are noted by project. The largest expenditures for this last reporting period were the Stadium Field House and the Center for Innovation. We may issue the next series of bonds in early 2009.

VI. CONSTRUCTION UPDATE
Bob Bradshaw had to leave after the campus tour, so Carol Horton provided and reviewed the Bond Program Status Update Report as of June 5, 2008. Most of the items were addressed during the campus tour.
- Campus Landscaping – We are working with a landscape architect to dress up a few areas of campus and to create some more comfortable sitting/gathering areas. We will have some design proposals that will be presented soon. Carol Horton also stated that we are also getting irrigation plans in some areas that are currently not irrigated. The piles of dirt that we saw near the Softball Fields will be used for this project which is bond funded.
- Center for Innovation – We are using the 1st floor conference room for our meeting today. The faculty that have moved in are very happy with their new offices. We have had some problem with the air conditioning. The building was dedicated in honor of Dr. Louis Zellers on May 6, 2008.
- Gymnasium Upgrades – There are 2 phases of this project. One phase is district funds. We have painted the ceiling, put in new light fixtures and are redoing the floor. We are working with Adolph Ziemba, AIA to remodel the
shower, locker rooms, weight room, offices etc.. This will be done as a secondary effect when we get everyone moved into the new field house.

- Hayden Hall Remodel- Dr. Viera reported that Hayden Hall is the oldest building on campus that was built in 1934. It is the only tiled roof building on campus. It currently houses the Health Center, Distance Education Offices and a large lecture hall. The original purpose of Hayden Hall was a large lecture hall. When the new Student Services Building is complete the Health Center will move there and Distance Education has already moved into the Center for Innovation. Hayden Hall will become a staff lounge, a conference room and Academic Senate offices. This will allow us to give the Campus Center back to the students exclusively. The north east corner addition will be taken off and restored to its original design. The original arched windows will be restored. This will be started after the completion of the Student Services Building. We are hoping for a 50% state match on the funds and are hoping to obtain it due to the age of the building. The other 50% will be bond funds. Sharon Lewis added that the Alumni Association is very happy to have this building restored.

- HVAC Upgrades – Upgrades in Video Tech and the Physical Science Building are about finished. The equipment has been moved on to the buildings. These projects were part state and part bond funded.

- Video Tech and Portable #3 (Foundation) – These secondary effect projects do not have to be bid because they are under $15,000.00. Portable 3 is the old Foundation office and it will be made into a large classroom. Video Tech will also have a new wall put in for classrooms. These rooms are already included in the fall schedule of classes.

Mr. Serpa asked if the equipment for Vocational Technology was paid for with state funds. Carol Horton reported that we received $790,000 for equipment from the state because of the nature of the program. The state does not provide for temporary program housing. The bond did have the Voc Tech building in it so we are able to use bond funds for anything that exceeds the state funds. We have to pay for a labor compliance program. The state does not fund that either. We have had to do a lot of relocation to keep the program going even if it is minimal. The program will be completely shut down for a summer and a semester while we complete phase 2 which is the construction of the auto bays. If we did not have Voc Tech in the bond language, the funds for the labor compliance program would have to come out of the general fund. Mr. Serpa asked if the students are affected by the construction. Carol Horton stated that the worst problem is the parking. That impact was felt with the start of the Softball Field project. You really cannot see the construction from the quads, most of the construction is on the peripheral areas of campus. Carol Horton asked Jesse to speak from the student view. Jesse Sanchez stated that the students are complaining to him about the parking etc. but he tries to explain to them that the Master Plan has been in place for a long time and how it will benefit the students in the long run. Carol noted that the new students in the fall will not notice a problem because they are not used to parking anywhere else. Jesse stated that one of the main concerns is the security issue walking back to the stadium parking lot at night alone. Possibly additional Owl Patrol can be added to the area. Carol Horton also noted that we
have contracted with Azusa Pacific University for some additional parking beyond the drive-in on Foothill Blvd.. The exact location, number of spaces and pedestrian paths will be included in the fall schedule. Signs will be placed in the parking lots to denote that these spaces are for Citrus College.

VII. WEBSITE UPDATE
Ariane Lehew thanked the committee for their continued work. Ariane distributed samples of the current web pages that can be found on the Citrus College website. All reports, agendas, minutes, annual reports and committee member bios can be found there. At the September meeting we will begin the process of creating the annual report for 2008. This year it will Mark Ferrari’s job to make the presentation to the Board of Trustees in January 2009.

VIII. REQUESTS OF STAFF/ITEMS FOR FUTURE MEETINGS
Mr. Kays stated that he felt that the bond language is stated so that it allows for variations in the Master Plan such as amending it to keep up with the school current needs. Mrs. Lehew agreed and stated that some districts are so specific in their bond language that their spending is very restricted. Carol Horton also added that we have not deviated much from the Master Plan other that scheduling.

IX. SCHEDULE OF UPCOMING MEETINGS
September 18, 2008 – 3:30pm- AD206 – Administration Bldg. Conference Room
December 4, 2008 – 3:30pm- Conference Room – Center for Innovation

X. ADJOURNMENT
The meeting was adjourned at 4:57pm.

Respectfully submitted,
Judy Rojas
Administrative Assistant
Office of the Vice President of Finance and Administrative Services