The meeting was called to order at 4:05 p.m. by Patrick Blythe, Executive Director, Institutional Advancement, in the DPR trailer at the new Chico Center site on Forest Ave.

Butte College personnel present were:
Dr. Diana Van Der Ploeg, Butte/Glenn Community College District President/Supt
Les Jauron, Director of Facilities and Planning
Mike Miller, Asst. Director of Facilities and Planning
Martha Wescoat-Andes, Vice President of Administration
Patrick Blythe, Executive Director, Institutional Advancement
Dina Volenski, Butte College Foundation Assistant

Citizens’ Oversight Committee members present were:
Gil Houston, Howard Jarvis Taxpayer’s Group
Bob Purvis, retired CUSD Supt. of schools
Jim Massie, retired Chico Police Chief
Dick Chamberlain, CSUC Student Services
Yolanda Holt, League of Women Voters
Chuck Rough, Butte College Foundation
Sam Yanez, Butte College Associated Students

Citizens’ Oversight Committee members absent were:
Jim Goodwin Exec. Dir, Chico Chamber of Commerce
Tom Lando, Chico City Manager
Janice Clay, Primetimers, AARP

Guests present:
Doug Cremer, Butte College Director of Information Services
Trish Timothy, DPR Construction Manager

Welcome
Patrick Blythe, Director of Institutional Advancement, opened the meeting. Dr. Diana Van Der Ploeg, Butte College President welcomed members of the Measure A Citizens Oversight Committee and expressed her appreciation for their time, dedication, and service to the community.

Approval of Minutes
The minutes from the July 9, 2003 meeting were presented for approval by Patrick Blythe. Motion to approve: Bob Purvis, Second: Yolanda Holt. Motion carried unanimously. The minutes will be posted on the Butte College Facilities website.
Martha announced the 2003 tax rate is once again considerably less than the amount of $20.88 per $100,000 indicated to voters in the 2002 election. The actual first year tax rate was $18.81 and the second year tax rate will $17.11.

Martha informed the committee that in 2002/2003 the following projects were completed: Science Lab, parking lots, bus replacements, and information services. Martha stated larger amounts of the bond proceeds will be expended during the 2003/2004 year, as the Chico Center nears completion.

Datatel Project – Doug Cremer, Director of Information Services
Doug Cremer explained that approximately $1.7 million of Measure A bond proceeds were used for the $3.5 million implementation cost for the Datatel project. The project has been thoroughly tested for the past three months, and performance issues are being resolved. During peak registration times, the computer hardware was overloaded.

Doug responded to questions regarding operational delays and reported customer service issues. Doug acknowledged the slow speeds, and explained how the problem occurred and the steps taken to resolve the problems. He explained the importance of rightsizing the equipment to the task, and his desire to keep ongoing expenses low. According to Cremer, the upfront equipment costs were not the issue, but annual licensing fees required to install more servers is a large expense. Hardware replacements were made, including a larger server. The system upgrade took about a month to order, install and fully test the new equipment. The equipment upgrade is now complete and the registration process is running faster. Further testing and fine-tuning will continue in order to avoid problems with the Spring enrollment period.

Facilities/Projects Report – Les Jauron, Director of Facilities Planning and Management
Les reported on the progress of the new Chico Center. This $16.3 million project is currently ahead of schedule. The contractors currently working on phase 1 of the project are Baldwin Contracting and Placer Electric. Phase 2 of the project will be open for bids in late November/early December. The college will be hosting workshops with Mid Valley Contractors Exchange to encourage local contractors to apply with bids for the project.

DPR Construction Management - Trish Timothy
Trish Timothy, Site Manager, reported that 11,500 cubic yards of dirt has been moved in for the project, the utilities have been installed, sanitary system is complete, and water for fire protection is accessible. Trish pointed out the Forest Avenue left turn lane design, and stated to be completed and curb and gutter are scheduled for late October. Trish explained they are working with PG&E to have all the utilities in one trench. The utility trenching part of the process is taking longer than expected.
Tour of Chico Facility Site
Trish Timothy led the committee on a tour of the Chico Center Construction Site. The facility is expected to house 18 classrooms, 4 computer labs, an art lab, child development demo, student services, contract education, and a bookstore.

The tour ended at 5:05 and the meeting resumed in the construction trailer.

Project Updates - Les Jauron, Director of Facilities Planning and Management
Les Jauron reported on the completed summer projects: Science lab renovation, parking lot renovation and EVOC Track. The projects were completed ahead of schedule and under budget. Some projects from Phase II and Phase III will be pushed forward and be completed sooner than originally anticipated.

The state funded Learning Resource Center plans are currently under review at the Division of State Architect (DSA). This project is currently on schedule and on budget.

The Library Renovation/Expansion project scheduling is dependent on the State bond measure in March 2004. If the bond fails to pass, the Library expansion project may be moved further back into the schedule.

Bond Expenditure Report - Les Jauron, Director of Facilities Planning and Management
Les Jauron reviewed the Measure A expenditure report for 2002-2003 and 2003-2004. Completed Measure A projects include:
- EVOC Track
- Science Lab Renovation
- Replace aging/unsafe portable bleachers

The next projects to be completed are the Business Education remodel, scheduled maintenance and HAZMAT, Automotive Technology Dept. overhang, and cooling projects.

The Ag shop expansion, parking lot phones and roadways will be combined with the parking lot paving projects.

Critique of Annual Report
Recommendations from the committee for the next annual report included:
- Use the newspaper insert format again next year
- Update Quick Facts
- Update Tax Rate
- Send report to Committee members, City Councils and Elected Officials
- Sell (non-alcoholic) sponsorships to cover expenses of report
Future Meeting Dates and Adjournment

The committee discussed the proposed meeting schedule for the months ahead. The next meetings will be:

January 21, 2004     April 14, 2004     July 14, 2004     October 13, 2004

The groundbreaking ceremony for the LRC is expected to be held in May, 2004.

The meeting was adjourned at 5:40 p.m.