

Regular Meeting
Citizens' Oversight Committee
Coast Community College District

District Board Room – 2 p.m.

March 9, 2005

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on March 9, 2005, in the Board Room at the District Office.

1. Call to Order – 2:01 p.m.

Committee Chairman Jim Garmon called the meeting to order at 2:01 p.m.

2. Roll Call

Members Present: Tony Almaguer, Heather Arroyo, Neel Buell, Katrina Foley,
Jim Garmon, Ron Linsky, Lisa Silbar

Members Absent: John Lundgren, David Quatman

Others in

Attendance: Staff: Ken Yglesias, C. M. Brahmbhatt, Joe Quarles, Ron Berggren, Ding-Jo Currie, Gene Farrell, Erin Cohn Curtis, Kim Allen, Janet Houlihan, Kevin McElroy, Jim McIlwain, Rich Pagel, Ardith Richey, Bill Conley, Richard Kudlik, Martha Parham, Daniela Thompson, Frank Fonseca, Virginia Yomogida. Others: Bill Lukehart, Andrew Ramsay, Eloy Retamel, Paul Ruig

3. Approval of Minutes

It was moved by Committee Member Buell and seconded by Committee Member Arroyo that the minutes of the September 8, 2004 meeting be approved. Motion carried with a unanimous vote.

4. Opportunity for Public Comment

There were no requests to address the Committee under Public Comment.

5. **Measure C Project Update**

Vice Chancellor Brahmhatt gave a status report on Measure C projects based on the Quarterly Report covering October 1 – December 31, 2004. The report included the highlights of the Status Summary of the Phase 1 Projects as of December 31, 2004 of the projects completed, in construction, architects hired, working drawings created and submitted to DSA for approval, architects hired, working drawings underway, RFQs/RFPs for architectural services which went out in Fall 2004 and will go out in Spring 2005.

Projects reviewed included:

Completed Projects

- OCC Soccer Field
- OCC Stadium Renovation Phase I
- GWC Library Classroom Improvements
- OCC South Campus Utilities Upgrade

Projects in Construction

- CCC Westminster Learning
- District Transportation Facility
- OCC Student Parking Lots
- GWC Student Center Remodel

Architects hired, working drawings created and submitted to DSA for approval

- OCC LRC
- OCC Arts Pavilion Café
- OCC Watson Hall Seismic Reconstruction
- GWC Classroom Improvement – International Students

Architect hired, working drawings underway

- District Administration Building
- GWC Swimming Pool Renovation
- GWC Utility Infrastructure Master
- OCC Field House Complex
- OCC Theater/Music complex

RFQs/RFPs for architectural services for projects that went out in Fall 2004

- GWC Student Services Remodel
- GWC Design of Library/Learning Resource Center
- OCC Center for Applied Science Building Renovation
- OCC Design of Consumer Health Science Building

RFQs/RFPs for architectural services for projects going out in Spring 2005

- OCC Interdisciplinary Building
- OCC Student Center
- GWC Math/Science Building Renovation

- GWC Cosmetology Building Renovation
- GWC Health Sciences Building

Vice Chancellor Brahmbhatt thanked GWC Vice President Houlihan and CCC Vice President McElroy for the outstanding hard-hat tour of the projects at each of the colleges and for the luncheon provided by GWC for the tour group. Committee Chair Garmon and Committee Member Buell also thanked each vice president for a very informative morning.

Coastline Update

Kevin McElroy, Coastline Vice President of Administrative Services, thanked those who participated in the hard-hat tour of the Westminster Learning Center on behalf of President Currie and himself. He provided an update on construction of the project. The Westminster Learning Center will replace the current leased Coastline Huntington/Westminster location and will provide state-of-the-art digital technology for classrooms. Progress on construction continues as scheduled, and the final completion date remains on schedule for July 15, 2005.

Golden West Update

Janet Houlihan, Golden West College Vice President of Administrative Services, thanked those who took the tour. She stated that the Student Center Renovation project is complete and the center is fully furnished; working on some punch list items. The structural repair to exterior concrete through the campus is taking place. This project is partially funded by the State and is not required to be completed until May 2007 as this is a very large project that will take about a year to complete.

Technology Infrastructure Upgrade now has wireless routers installed. Students can get on the internet without having to actually plug into any electrical outlet. Replacement of 600 classroom computers has taken place with the balance of computers to be completed on a rotating cycle.

Campus Wide Lighting Upgrade Project. The final punch list items are being completed.

Upcoming Campus Projects in Phase I:

- Programming for new Health Science Building
- Renovate Swimming Pool
- Upgrade Physical Education (e.g.: gym bleachers, locker rooms, etc.)
- Utility Feasibility Study
- Upgrade Student Center, Phase II
- Renovate Parking Lot Lighting and Walkways
- Replace Outdated Lab and Classroom Equipment
- Upgrade Maintenance and Operations facility
- Programming for new Learning Resource Center

- Programming for Student Services Center
- Programming for Cosmetology/Math Building
- Renovate Classrooms

The college Facilities Committee is working on creating campus standards and will get information to the architects when they are brought on board in order to be more cost effective.

In answer to Committee Member Arroyo as to whether students are still involved with the Measure C projects, it was stated that students are very much involved in the process and serve on the Facilities Committee.

Committee Member Foley asked about a pool concept. Chancellor Yglesias noted the campus is actively involved in planning with pool consultants. Research will be done and a report will be forthcoming.

Orange Coast Update

Rich Pagel, Orange Coast College Vice President of Administrative Services, recognized President Farrell, as he is retiring in April. Gene was thanked for his untiring service on campus.

Library/Learning Resource Center. Vice President Pagel introduced representatives from Swinerton Management, Bill Lukehart and Andrew Ramsay. Upon DSA approval, plans will be forwarded to State Chancellor's Office for final review prior to going out to bid.

Art Pavilion and Student Café. Construction will be funded by the OCC Foundation and Measure C. Construction will begin the early part of May.

Watson Hall Renovation. Renovation and seismic upgrade of the building is underway and is scheduled for completion in March.

Theater Arts/Music Complex Renovation and expansion of theater, drama lab, theater lab, and music buildings. With the approval of state funding, this project will be separated into two phases. Phase I will include renovation and expansion of the theater and drama lab, and Phase II will include renovation of music buildings.

Stadium Modernization. Stage I completed.

Soccer Field. Completed.

Fitness Center Complex. Construction of a new Fitness Center, Phase II construction of stadium ADA requirements, repair/upgrade of baseball field and modernization of restroom/ticket office building. Project scope was increased in winter of 2005 to include a multipurpose gymnasium court which was scheduled for construction in

2010, and combining of both projects will save the campus approximately \$3 million dollars in construction costs.

Communications/Information Technology. Construction of Centralized Computer Server Room, upgrade of Communication Network, upgrade Distance Learning Server, consolidation of campus servers and upgrade of campus Computer Center have been completed.

Vice President Pagel stated the shared governance of faculty and staff on the Facilities Committee provides careful watch over the budget. As true costs are determined when bids are accepted, it is important to build accurate budgets and then follow them.

Student Parking Lots and District Transportation Facility. Vice Chancellor Brahmbhatt stated that this is a joint project with OCC. The student parking lot has been completed and the District Transportation facility will be completed by the end of March.

6. **Financial Report**

Vice Chancellor Brahmbhatt reviewed the financial report as organized by project, major project code and descriptions placed at the end of the quarterly report. As suggested by a committee member, the financial report basically shows how we are spending the money to include a more detailed report on the projects. We are exactly at the half way mark of Phase I and have expended about \$48 million, and scheduled to spend about \$98- to \$105 million of the Measure C funds by June 30, 2006.

As suggested by Committee Member Foley, future quarterly reports will reflect changes before the printing of quarterly reports. C.M. stated that the reports sent to committee members will not reflect changes in the committee notebook materials that are distributed at a committee meeting.

As expressed by Committee Member Foley, C.M. thanked Erin Cohn Curtis, Martha Parham and Ardith Richey for all their work in preparing the power point presentations and the final quarterly reports.

It was moved by Committee Member Silbar and seconded by Committee Member Foley that the Quarterly Report for October 1 – December 31, 2004 be accepted. Motion carried by a unanimous vote.

7. **Attorney General's Opinion Regarding Prop 39**

Vice Chancellor Brahmbhatt reviewed the memo attachment sent to the committee members and available at the meeting from the Attorney General's office regarding

Proposition 39. Within school districts, there is has been discussion regarding how bond money is spent for professional experts or people being hired as consultants for the bond projects. C. M. stated that this district has not spent any money to hire program managers and will not be doing that in Phase I. According to the Attorney General's opinion, districts can use bond funds to hire staff to work solely on bond-related work. If this district finds there will be a significant work delay without additional personnel, the district may hire temporary employees until the project is completed.

8. **Future Meetings**

The next regularly scheduled business meeting will be June 8, 2005, 2 p.m., District Board Room. It was agreed that at the June 8 meeting, future meetings will be scheduled.

9. **Appointment to the COC**

Appointments to the Citizens' Oversight Committee for those whose terms expire on March 31, 2005, will be made by the Board of Trustees. Erin Cohn Curtis and C.M. Brahmbhatt will be contacting members whose terms expire on March 31 and who may elect to serve another term. Names of persons who have shown interest to serve on this committee should be forwarded to C.M. or Erin Cohn Curtis.

Committee Member Arroyo's term on the committee expires as of March 31. Committee Chairman Garmon thanked her for her dedication and work on the committee. She thanked everyone for allowing her the opportunity to serve on this committee, as said she has enjoyed seeing completion of projects and those in progress.

10. **Adjournment**

There being no further business, it was moved by Committee Member Buell and seconded by Committee Member Foley that the meeting be adjourned. Motion was carried with a unanimous vote.

The meeting adjourned at 2:50 p.m.