



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA 92626

March 14, 2007
2:00 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on March 14, 2007 in the Board Room at the District Office.

I. Call to Order

Committee Vice Chair, Alex Alvarez, called the meeting to order at 2:03 p.m.

II. Roll Call

Members Present: Tony Aguilar, Alex Alvarez, Savoth Hy, Kim Oanh Nguyen-Lam, Hank Panian, Keith Parker, Edward Romeo, and Sharon Sunda

Members Absent: Katrina Foley

District Staff Present: Ken Yglesias, C.M. Brahmbhatt, Armando Ruiz, Joseph Quarles, Richard Kudlik, Martha Parham, Kevin McElroy, Janet Houlihan, Rich Pagel, Jim McIlwain, Ardith Richey, Christian Teeter, Dale Berry, James Farrow, Tracy Young, and Paula Brady, recorder

III. Approval of Minutes

Vice Chair Alvarez asked if anyone had questions or additions to the minutes from the December 13, 2006 meeting. He asked that the minutes be amended to reflect his absence at the December 13 meeting. With this amendment, Member Sunda moved that the minutes from the December 13, 2006 meeting be approved. Member Aguilar seconded the motion. The minutes were approved by a unanimous vote.

IV. Opportunity for Public Comment

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

V. Measure C Project Update
Quarterly Report: October 1 – December 31, 2006

A. Executive Summary

Vice Chancellor Brahmbhatt gave a status report on the numerous projects district-wide. Some of the larger projects completed include the GWC Classroom Improvement, District Transportation Facility, Westminster Learning Center, OCC Watson Hall and OCC Faculty House. Three very large projects estimated between \$15-25 million were submitted to DSA for approval during the 2nd quarter. The district facility was approved by the City of Costa Mesa. The District's working relationship with DSA has improved significantly due to Ardith Richey's frequent contact with them and approvals are moving along in a timelier manner. Vice Chancellor Brahmbhatt does not recommend a letter be sent by the committee to DSA to voice concerns about the lengthy delay in processing, as was discussed at the December 31 meeting.

Vice Chancellor Brahmbhatt hoped Committee Members will be able to attend the official grand opening of the OCC Fitness Center to be held tomorrow, Thursday, March 15, 2007.

Completed Projects

- OCC Soccer Fields
- GWC Library Classroom Improvements
- OCC South Campus Utilities Upgrade
- GWC Student Center Remodel
- District Transportation Facility
- OCC "F" House Electrical Upgrade
- CCC Westminster Learning Center (Le-Jao Center)
- OCC Baseball Field Renovation
- OCC Early Childhood Education Lab School – Classroom Addition
- GWC Classroom Improvement – International Students
- OCC Classroom Improvements
- OCC Faculty House Upgrade
- OCC Watson Hall
- OCC Arts Pavilion Café
- CCC HVAC Infrastructure Upgrade

In Construction

- GWC Structural Repair to Concrete
- GWC Swimming Pool/Locker Room Renovation
- OCC Campus-Wide Exterior Lighting
- OCC East & West Utility Upgrade
- OCC Theater Arts / Music Complex
- OCC Fitness Center – Grand opening March 15, 2007
- OCC Library / Learning Resource Center – 35-40% complete
- GWC Utility Infrastructure Master Plan

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

- OCC Lewis Center for Applied Science Renovation

- District Administration Building (City of Costa Mesa approval)
- OCC Sailing Center – Women’s Locker Room and ADA Upgrade
- GWC Health Sciences / Health Center Building

Architect Hired, working drawings underway

- OCC Consumer Health & Science Building
- GWC Design of Library / Learning Resource Center
- OCC Campus-Wide Signage
- OCC & GWC Environmental Impact Report
- OCC Interdisciplinary Classroom Building

B. Coastline Community College

Vice President McElroy reported on their current project for Coastline College.

HVAC/Lighting upgrade – The HVAC equipment is completely installed and is up and operating. The final installation was completed during the winter holiday so as to not disrupt students and staff. Air balancing is responding very well and just needs some fine tuning. Energy cost savings are expected over the next ten years.

Vice President McElroy followed up on President Curries’ presentation at the last Citizens’ Oversight Committee meeting by reporting that Coastline did meet with Member Ed Romeo and the Newport Beach Oasis Senior Center as a possible site for the South County Learning Center. Coastline is continuing to look aggressively for a site working with a land development company. They hope to have a site identified and announced at the next Citizens’ Oversight Committee meeting. Member Panian inquired whether their focus has been exclusively centered in Newport Beach. Vice President McElroy said their main focus has been in Newport Beach per their master plan, although the opportunities have shown to be extremely limited.

C. Golden West College

Vice President Houlihan updated the committee on the progress of projects at Golden West College.

Pool/Locker Room Renovation – The unforeseen conditions with the Pool/Locker Room Renovation project are being addressed. The grading in the locker room flooring is being corrected and new tile flooring installed. Completion is expected in mid April and will need to be signed off by the Health Department. In addition, some new lockers were installed and some were renovated. The cost for the flooring modification is \$200,000. The budget will be adjusted on the next quarterly report.

Campus-Wide Infrastructure – The Infrastructure project involves a central plant, trenching and infrastructure upgrade to 18 campus buildings to support long term utility needs. Coordination of this project will be very extensive. Southland Industries has put together a very preliminary schedule for the revised scope of the project. The central plant is first

priority, followed by trenching around the campus. This project will have a significant impact for all those on campus.

New Learning Resource Center – Drawings were brought to DSA on February 28, 2007 at which time a preliminary schedule was set up. Following was an in-take meeting with Steinberg Architects and Project Manager who will provide a time line and status reports. DSA is doing the structural review in-house rather than sourcing out to another agency. This will save several months of review time on the project.

Structural Repair to Concrete – The structural repair to concrete on the Golden West Campus is expected for completion April 21, 2007. Vice President Houlihan said that the contractor, Howard Ridley, has done a phenomenal job on the patching of the concrete. The project is on budget even with the additional work.

Health Sciences/Health Center Building – Working drawings for the new Health Science Building are expected to be out of DSA with a stamped set of drawings to the Architect by April 4, 2007. Vice President Houlihan is working with Ardith Richey on the bid specifications to have ready for the June board date. Groundbreaking is planned for July and building completion expected for Spring 2008. The existing Health and Science building will act as swing space during the HVAC project.

Member Aguilar asked Vice President Houlihan for elaboration on the additional \$200,000 for the Locker Room Renovation. Vice President Houlihan said that the initial plan for the flooring from the architect was not ADA compliant. DSA field inspection noted the issue and the architect is being held responsible.

Member Romeo asked about the increase in funding for the campus-wide infrastructure project. Vice President Houlihan said the scope of the project was changed to include existing buildings when it was determined that the old infrastructure would not hold up to the new system.

Member Parker inquired on the reason for the structural repair to concrete. Vice President Houlihan said concrete was breaking away from the campus structures which resulted in a review by State. Because of the safety issue, the State funded most of the project. She added that a sealant was also used on the concrete surface expanding the life span.

D. Orange Coast College

Vice President Pagel updated the committee on the progress of projects at Orange Coast College.

Library/Learning Resource Center – The Learning Resource Center is about 35 percent complete and on schedule for December 2007 completion. The structural steel is erected with roofing and interior framing to begin soon. A lot of conduit is being installed throughout the building for IT use. \$21 million of the project is being funded by the State of California with the remainder funded by Measure C. Member Panian inquired how much additional space the new center will provide. Vice President Pagel said the temporary library is about

26,000 square feet. The new learning center will be over 88,000 square feet. A grand opening is planned for January.

Arts Pavilion and Café – The grand opening held in February kicked off the first art exhibit for the new Arts Pavilion. The current gallery exhibit celebrates the 60th anniversary of the campus and will run through Friday, April 20. At completion of this exhibit, student and faculty exhibits will be displayed. This project which was funded by Measure C and the OCC Foundation may come in under budget. Any monies recovered from this project will roll back into other projects.

Theatre Arts/Music Complex – The project will involve renovation and expansion of the existing theater. The remodel will include a new restroom facility, storage and a new scene shop. With weather holding, the projected completion date is September 2007.

Fitness Center-Baseball Field – The Fitness Center and ADA stadium construction are complete. The project punch list is nearly complete. The grand opening ceremony is scheduled tomorrow, March 15, and all are invited to attend. The project came in well under budget and funds will be rolled to another project. Member Panian asked about the life of the turf on the baseball field. Vice President Pagel said the turf is now three years old and per company specifications, has a life expectancy of 10-12 years. No watering or maintenance is required.

Lewis Center Modernization – Renovation of the Lewis Center, Life Science Building, is expected to begin in Summer 2007. The classrooms will move into swing space, which was phase I of the project, during the renovation. The anticipated completion date is August 2008.

Campus-Wide Signage Project – Bid packages are being readied for distribution in April 2007. A monument sign is planned for the corner of Adams and Fairview and a master plan for standardization of campus signage is being designed by Hunt Design Architect. An administrative architect from LPA, Inc. is being hired to coordinate the campus signage and the landscape design. The project will be ongoing as new campus buildings are completed.

Campus-Wide Lighting Modernization – With safety a major concern and half of students attending night time classes, the campus walkways and parking lot lighting have been upgraded to dark-sky compliant. The project, contracted by Siemens Building Technologies, will provide more light with better energy efficiency. The project was completed in February and positive feedback received.

East/West Utilities Upgrade – The utilities upgrade project began in December 2006 and is currently ongoing. The project scope is to renovate and upgrade all underground wet utilities, electrical and telecommunication distributions throughout the campus. Phase II is at DSA for approval. The campus is looking at May 2008 for completion.

Upcoming Campus Projects – After much campus debate and discussion whether to go forward with a new Student Union building or the Interdisciplinary classroom building, it was decided that the highest priority with remaining Measure C funds is a new Interdisciplinary

classroom building. This building will house mathematic, computer science and business education.

Member Parker had a question regarding the difference in the original estimate and the current estimate for the OCC Learning Resource Center. Vice President Pagel explained that the original estimate of \$4 million was projected by the campus in 2003 based on construction cost at that time. The revised project budget of \$14,212,000 was estimated in September 2006 by C.W. Driver, factoring in the escalating constructions costs. Originally, 90 percent of the funding was coming from the State with 10 percent from the district. The revised project budget reflects Measure C funding only. \$21,192,000 was allocated by State Capital Outlay funds in 2003.

Member Parker inquired whether available funds resulting from coming in under budget will be allocated to the campus or the district. Vice Chancellor Brahmbhatt clarified that funds saved at the campus will be allocated to that campus for Measure C projects. Chancellor Yglesias added that district policy dictates that dollars generated at a campus will stay with that campus. Member Panian asked if a report will show where the extra dollars will go. Vice President Pagel said these funds will go to reduce the existing shortage as outlined in the Measure C Update Report, December 2006. This report is available on the District's website.

E. District

Vice Chancellor Brahmbhatt reported on the new District Administration Facility which will be the first permanent building for district administration and Board of Trustees. A ground breaking ceremony is scheduled for April 18, 2007 at 4:30 pm and all committee members will receive a formal invitation.

The District building project is a multi-prime project with two phases. Phase I will be the construction of the new building. Phase II involves working with the City of Costa Mesa for a turn lane into the property from Adams Avenue. The new facility is expected to be occupied in July 2008, with phase II of the project continuing till October 2008.

Vice Chancellor Brahmbhatt reported that four acres of District property will become available after completion of the new facility. With the current lease of four acres to Connell Chevrolet, his goal is that the lease of additional property made available will bring a total \$1 million dollars in annual revenue for the district for the next fifty years.

F. Financial Report

Vice Chancellor Brahmbhatt presented the financial report to Committee Members. The first part of the report shows all G.O. Bond expenditures for the last quarter. Close to \$20 million was spent in the second quarter. The second half of the financial report shows G.O. Bond cumulative expenditures for all projects from inception with a total of \$151 million spent at end of second quarter. Forty percent of Measure C dollars have been spent. There is \$230 million to be spent over the next two to three years.

Member Romeo asked if all of the remaining \$230 million has been allocated. Vice Chancellor Brahmbhatt said all monies have been allocated. Allocations for each project are reported in the December 2006 Measure C Update report. Member Parker said it might be helpful to see how much of funding comes from other sources. Vice Chancellor Brahmbhatt said he will be happy to provide that information.

Member Romeo inquired about joint use of facilities with other public agencies. Vice Chancellor Brahmbhatt replied that the district does prefer to have permanent buildings in serving the community because it gives a sense identity and solidity for the community.

VI. Performance Audit Review

Internal Audit Director, Richard Kudlik, reviewed the Measure C audit performed by Macias, Gini & O'Connell LLP (MGO) for 2005-2006. The report has two components, financial and compliance. The financial report examines the expenditures from July 1, 2005 through June 30, 2006. Member Panian inquired about the use of the word "defease". Vice Chancellor Brahmbhatt explained that it refers to "release of the bond" meaning the bond is no longer the responsibility of the district.

The compliance portion of the audit report assures that the district is in compliance with Proposition 39 language that says money is to be spent on construction and not administrative salaries or other school expenses. The report says the district is in full compliance from both a financial and compliance perspective.

Mr. Kudlik reviewed the auditor's report on supplementary information. This section is not a requirement but the district requested it because programming is done in house. Mr. Kudlik noted that our soft costs average at 13.37 percent and is well below the average industry standard.

Chancellor Yglesias expressed his appreciation to the Campus Vice Presidents and the Programming Team for their outstanding hard work with Measure C management.

VII. 2005-06 Annual Report and Publicity Plan

Director of Marketing and Public Affairs, Martha Parham, reviewed the progress on the Publicity Plan for the district. Member Foley did a televised interview with Time Warner. Additional publicity was provided in *The Daily Pilot*. Presentations council meetings are confirmed for Cities of Huntington Beach, Seal Beach, and Newport Beach. Chair Foley, Richard Kudlik and Ms. Parham will attend these meetings and give a presentation. She extended an invitation to other committee members to join them and make recommendations for other presentations.

Ms. Parham said she received good feedback from Chair Foley and Member Panian in finalizing the 2005-2006 Annual Report. The report will be distributed to all local media outlets, State Chancellor's Office, and to local constituents as well as a copy mailed to Citizens' Oversight Committee members. The report will be available electronically on the district website tomorrow at www.cccd.edu/measurec.

VIII. Discussion of Future Meetings

Vice Chair Alvarez announced the future meetings which are held quarterly on the 2nd Wednesday of each month. The next scheduled meetings are as follows:

Wednesday, June 13, 2007 at 2:00 p.m.
Wednesday, September 12, 2007 at 2:00 p.m.
Wednesday, December 12, 2007 at 2:00 p.m.

IX. Adjournment

There being no further business, Member Romeo moved that the meeting be adjourned. The motion carried with a unanimous vote.

The meeting adjourned at 3:30 p.m.