



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA 92626

March 18, 2009
2:00 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on March 18, 2009 in the Board Room at the District Office.

I. Call to Order

Committee Chair, Keith Parker, called the meeting to order at 2:11 p.m.

II. Roll Call

Members Present: Norma Brandel Gibbs, Keith Parker, Edward Romeo, Sharon Sunda, and Tom Sutro

Members Absent: Tony Aguilar, Kim Oanh Nguyen-Lam, Hank Panian, and Jereme Van Dal

Others Present: Kim Allen, Don Bailor, Dale Berry, Joyce Black, C.M. Brahmbhatt, James Farrow, Janet Houlihan, Richard Kudlik, Kevin McElroy, Jim McIlwain, Rich Pagel, Martha Parham, Ardith Richey, Charles Thompson, and Paula Brady, recorder

III. Approval of Minutes

Chair Parker asked if members present at the December 10, 2008 meeting had any comments or additions to the minutes. Chair Parker noted that the heading date beginning on page 2 be corrected to read December 10, 2008. There were no other comments or changes to the minutes. Member Sutro moved that the minutes from December 10, 2008 be approved. Member Romeo 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, 2008 – December 31, 2008

A. Project Summary

Vice Chancellor Brahmbhatt reported that the core of Measure C projects that began with the passing of Measure C in 2002, have been completed and only a handful of projects are in construction or in the pre-construction phase. He also noted that over 75% of Measure C dollars have been spent. The target date for completion of all projects is June 30, 2011.

Vice Chancellor Brahmbhatt, summarized the status of G.O. Bond projects as of December 31, 2008:

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 Campus-Wide Classroom Improvement
- GWC Information Technology Infrastructure
- OCC Campus-Wide Classroom Improvement
- OCC Information Technology Infrastructure
- OCC Faculty House Upgrade
- OCC Watson Hall
- OCC Arts Pavilion Café
- CCC HVAC Infrastructure Upgrade
- OCC Fitness Center
- OCC Campus-Wide Exterior Lighting
- OCC & GWC Environmental Impact Report
- GWC Structural Repair to Concrete
- GWC Swimming Pool/Locker Room Renovation
- OCC Theater Arts / Music Complex
- OCC Library / Learning Resource Center
- OCC Campus-Wide Signage
- OCC East & West Utility Upgrade
- OCC Lewis Center for Applied Science Renovation
- District Administration Building
- GWC Health Sciences / Student Health Center Building

In Construction

- GWC Campus-Wide Infrastructure
- OCC Sailing Center – Women's Locker Room and ADA Upgrade
- OCC Track Relocation
- GWC Learning Resource Center

- OCC Student Center Renovation (Phase 1)
- OCC Consumer Health & Science Building (ABC Building)
(Relocation of Utilities only)

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

- OCC Interdisciplinary Classroom Building (Math, Business & Computer Lab)
- OCC Softball Field Relocation
- OCC Student Center Renovation (Phase II and III)
- OCC Special Services Renovation

Architect Hired, working drawings underway

- GWC Utility Master Plan
- Theater Modernization – Phase II

B. Coastline Community College

Vice President McElroy provided a preliminary report on the status of the proposed Newport Beach property purchase for a new learning center. The Board of Trustees made a recommendation to purchase the land at the January board meeting. The property is currently in escrow. The next 180 days of due diligence will make sure the property suits the needs for the College and the District in constructing a new learning center. The two-parcel property is approximately 3.37 acres located about ½ mile from Hoag Hospital in Newport Beach. The property is 2/3 vacant land with some storage sheds. On the remaining 1/3 of the property stands a warehouse and offices which will be leveled. From an environmental standpoint, the property is very sustainable which helps smooth the way for another LEED's certificated building. The District is working hand-in-hand with the City of Newport Beach through the due diligence process and in planning a public relations campaign to alert the community about a new learning center and receive their feedback. Vice President McElroy thanked Member Romeo for providing his insight and input from his past experience with the Newport Beach Oasis Center.

Coastline is currently using an old elementary school for the programs that will be offered at this new learning center. The current scholastic offerings range from art to general education, parent education, and an early-college high school program. New opportunities are being explored for developing programs to customize to local demographics, up to and including an allied health program.

The purchase price for the Newport Beach property was \$12.8 million. An architect firm has been selected. More detailed information will be presented at the June 17, 2009 oversight meeting.

Chair Parker inquired if the location will be capable of handling an increase in traffic the new center will bring. Vice President McElroy expressed that traffic impact is a major factor in the environmental study. He also met with the City of Costa Mesa regarding the affect of traffic flow in that city.

C. Golden West College

Vice President Houlihan reported on projects for Golden West College.

Campus-Wide Infrastructure – This large HVAC project is winding down and expected to be complete in June of this year. The Fine Arts and Theater buildings are the final group of buildings being connected with the central plant. The previous buildings connected were the Bookstore and Cosmetology building which presented a difficult task to avoid downtime to classes. Some classroom improvements were done at this time. The village, which provided temporary classroom space, will be removed as soon as the final group is complete. The entire project is within budget and on schedule. Southland Industries worked closely with the campus on a design/build concept with no change orders as part of the contract.

Learning Resource Center – The new LRC project is currently under construction with a completion date slated for May 2010. The project was bid as a multi-prime and all contractors are on board to move forward. The move into the new building will take place during the summer and a grand opening for fall 2010.

Health Sciences/Health Center Building – The Health Sciences/Health Center Building, also known as the Nursing Building, is complete. Vice President Houlihan offered a personal tour to anyone who would like to see the facility. Health Science and the Student Health Center are all moved into the building. Member Brandel-Gibbs said she toured the building during the grand opening and commented on how impressive it is.

Other Projects – The gym bleachers have been replaced and classroom renovations are continuing. The only remaining project is to move forward with programming for student services which is being reviewed.

D. Orange Coast College

Vice President Pagel reported on the status of projects for Orange Coast College. He extended an invitation to contact him for a tour of any of the facilities.

Sailing Center, Women's Locker Room and ADA Upgrade – This project is on track to finish in May of this year. The facility will be fully operational for fall classes. Vice President Pagel thanked Jim McIlwain and Cordoba Construction for doing a tremendous job in overseeing the project. The budget was adjusted upward to accommodate for the soil liquifactor issue along with some additional landscaping and signage requirements from the Coastal Commission, for a total budget of \$4.4 million. Some funding is provided by the Orange Coast College Foundation. Additional costs are being covered with remaining funds from the Lewis Center and Utility Upgrade Projects.

Student Center Renovation – The remodel of the OCC Student Center is continuing in three phases. Phase I to replace the chiller is complete. Some State scheduled maintenance funds were used along with Measure C funds. Phase II is an additional classroom which will provide space to move forward with Phase III which includes expansion for the Culinary Arts program and Student Government Office. The current bid climate is very favorable. The project is budgeted at \$2.5 million.

Special Services Renovation – This smaller project to renovate the Special Services Building and improve ADA access will be managed in-house by a team headed up by Dale Berry. It is currently out for bid with construction to begin in June 2009. This building

serves as a learning center for disabled students. The goal is to have the facility fully operational for fall 2009. The estimated budget of \$625,000 remains firm.

Softball Field and Track Relocation – Bids for this project came in under budget. Construction is planned to begin in May 2009 and the new softball field should be ready for the spring softball season. The softball field and track relocations are necessary to make room for future construction of the new Interdisciplinary Building. It is anticipated that the \$3.1 million budget will hold firm.

Consumer Health, Lab and Biology (ABC) Building – This project was temporarily on hold due to State budget issues and the bond market, however, the District received an okay from the State to proceed, so project is currently in the bid phase. The anticipated opening date is January 2011. Demolition and site preparation was done in December 2008 and January 2009. The project is funded with \$35.6 million in Measure C funding and \$16.6 million in State Capital Outlay funds for a total budget of \$52.3 million.

Upcoming Campus Projects – Upcoming projects include the OCC Interdisciplinary Building to house Mathematics, Business, and Computing, and Theater Modernization. The Theater Modernization will also receive some State funding.

Vice President Pagel recognized Ardith Richey, Facilities Director, who will be retiring the end of May. He said that all three campus vice presidents agree wholeheartedly that Ardith did a tremendous job.

Member Sundra asked where the OCC Sailing Center is located. Vice President Pagel said it is located in Newport Beach along Pacific Coast Highway.

E. Financial Report

Chair Parker expressed his concern in light of the State of California's budget crisis and how it will affect moving forward on certain projects. He said he would like to see an estimate of what it will take to complete existing projects and the shortfall. Vice Chancellor Brahmbhatt will follow-up with Chair Parker's concern as part of his financial report. Member Romeo added that construction costs have gone down which may have positive impact on final cost.

Vice Chancellor Brahmbhatt proceeded with the second quarterly report for period October 1-December 31, 2008. He reported that quarterly expenditures have normally been around \$12-18 million. With about 75% of the G.O. Bond funding spent, many large projects have been completed and two substantial projects, the GWC Learning Resource Center and the OCC Consumer Health & Science Building, are underway.

In response to the Committee's concern, Vice Chancellor Brahmbhatt will work with the campuses and Vice Presidents to prepare a comprehensive report on projects completed, projects currently in progress, and what projects the District will embark on in order to complete the entire G.O. Bond program by June 30, 2011. At this time, it is recognized that there will be some shortfall in certain areas and the District is working on finding solutions. On June 17, 2009, at the regular Citizens' Oversight Committee meeting, the Programming

Team will present the report and share the same information with the District Board of Trustees.

In comparing the financial report with the audit report, Member Romeo asked Vice Chancellor Brahmbhatt to explain the difference between building construction managers and project managers and the costs associated with each. It was explained that construction management firms are hired by the District for large multi-prime projects to oversee the project and take full responsibility in seeing that the project is completed. The District's total construction management costs are about 6% which is substantially lower than the industry's average. Project managers are District employees who oversee projects not utilizing an outside agent. Additional project inspection costs arise from mandatory DSA inspection.

VI. Measure C Annual Report

Director of Marketing and Public Affairs, Martha Parham, provided the final draft of Measure C, Citizens' Oversight Committee 2007-2008 Annual Report to members, noting the change in size and print paper to make the report more "green". She asked the Committee to review for their approval over the next week or two before the final draft goes to print.

VII. Committee Membership Terms

Vice Chancellor Brahmbhatt thanked all Committee members for helping manage the District's Measure C funds. Four member terms are ending: Tony Aguilar, Foundation Representative; Kim Oanh Nguyen-Lam, At-Large Representative; Hank Panian, At-Large Representative; and Jereme Van Dal, Student Representative. New members will be recommended at the Board of Trustees' meeting on May 1.

Vice Chancellor Brahmbhatt introduced Charles Thompson, present at the meeting, who will be replacing Member Panian to serve on the Citizens' Oversight Committee beginning in June 2009.

Chair Parker, on behalf of the Citizens' Oversight Committee members, also recognized and thanked their colleagues for their help and valuable service.

Plaques were made to recognize outgoing committee members for their service to Coast Community College District. Vice Chancellor Brahmbhatt said he will make sure those termed members not present at the meeting will receive their acknowledgment.

VIII. Discussion of Future Meetings

Chair Parker reminded members that the next meeting will be on Wednesday, June 17, 2009. Future meetings are held quarterly on the third Wednesday of the month with exception to the December meeting to coincide with Board of Trustees meeting.

Wednesday, June 17, 2009 at 2:00 p.m.
Wednesday, September 16, 2009 at 2:00 p.m.
Wednesday, December 9, 2009 at 2:00 p.m.

IX. Adjournment

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

The meeting adjourned at 3:00 p.m.