



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA 92626

September 16, 2009
2:00 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on September 16, 2009 in the Board Room at the District Office.

I. Call to Order

Committee Chair, Keith Parker, called the meeting to order at 2:00 p.m.

II. Roll Call

Members Present: Ed Fawcett, Norma Brandel Gibbs, Richard McGann, Keith Parker, Sharon Sunda, Tom Sutro and Charles Thompson

Members Absent: Edward Romeo, Reema Chand

Others Present: Kim Allen, Don Bailor, Dale Berry, David Cant, Ding-Jo Currie, James Farrow, Janet Houlihan, Michael Mandelkern, Jerry Marchbank, Vangie Meneses, Richard Pagel, Martha Parham, Jerry Patterson, Barbara Price, Lorraine Prinsky, Ardith Richey, and Paula Brady, recorder

III. Approval of Minutes

Chair Parker asked if members present at the June 17, 2009 meeting had any comments or additions to the minutes. There were no comments or changes to the minutes. Member Sunda moved that the minutes from June 17, 2009 be approved. Member Sutro 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: April 1, 2009 – June 30, 2009

A. Project Summary

In the absence of Vice Chancellor Brahmhatt, Director of Fiscal Affairs, Kim Allen, gave a status overview of all G.O. Bond funded projects. Three projects were added to the completed list of projects during this period.

The status of G.O. Bond projects as of June 30, 2009 is summarized as follows:

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 (Phase I)
- OCC East & West Utility Upgrade
- OCC Lewis Center for Applied Science Renovation
- District Administration Building
- GWC Health Sciences / Student Health Center Building
- OCC Track Relocation
- OCC Student Center Renovation (Phase I)
- OCC Sailing Center – Women's Locker Room and ADA Upgrade
- GWC Campus-Wide Infrastructure

In Construction

- GWC Learning Resource Center

- OCC Consumer Health & Science Building (ABC Building)
(Relocation of Utilities only)
- OCC Softball Field Relocation
- OCC Special Services Renovation
- OCC Parking Lot Improvements
- OCC Walkways and Landscape

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

- OCC Interdisciplinary Classroom Building (Math, Business & Computer Lab)
- OCC Student Center Renovation (Phase II and III)
- OCC Campus-Wide Signage (Phase II)

Architect Hired, working drawings underway

- GWC Utility Master Plan
- Theater Modernization – Phase II

B. Coastline Community College

Vice President of Student Services, Vangie Meneses, currently the Acting President for Coastline, filled in for Vice President McElroy updating the Committee on Coastline's Newport Beach Learning Center. Escrow on the property closed two weeks ago and plans are moving forward to have project management on board by the end of October. The college met with the architect, LPA, and was presented with a printed three-dimensional rendering of the proposed building.

Chair Parker inquired about the status of final approval with the City of Newport Beach for constructing on the site. Acting President Meneses said that as far as could be determined, the City has approved the site and the architect can now move forward with the planning and design of the building.

C. Golden West College

Vice President Houlihan reported on the status of Measure C Projects for Golden West College.

Campus-Wide Infrastructure – This major project which built a new central plant connecting to 18 separate buildings throughout the campus is now coming to a close. The village, which provided temporary classroom space, has been torn down and the parking lot is once again available for parking. This project finished on time and on budget.

Learning Resource Center – The new LRC building is well underway notwithstanding some construction design concerns that have surfaced and delays by contractors. GWC campus is working diligently with the architect and construction management team on a recovery schedule. The goal still remains to complete this project by July 2010 and have programs in that building by fall 2010. Member Thompson inquired about the reason for the stop notice. Vice President Houlihan explained that additional conduit, which was not called for in the original design, was required to maintain the integrity in a concrete wall. The design problem was caught by the structural engineer and an amendment to the original drawings

was done. DSA turned around an approval in two days. The budget remains firm at \$32 million. This project is solely funded by Measure C.

D. Orange Coast College

Dale Berry, filling in for Vice President Pagel, reported on the status of Measure C Projects for Orange Coast College.

Sailing Center, Women's Locker Room and ADA Upgrade – The Sailing Center Upgrade Project was completed in June 2009 and classes are now meeting. This complex project included remediation of the soil, expansion of the training and locker room facilities, and additional parking. Member Sunda inquired about an additional \$800,000 recommendation noted in the project budget. Fiscal Affairs Director, Kim Allen, explained that these funds were reallocated from another project that came in under budget. Member Fawcett asked if the racks that were ordered for the Sailing Center had been received yet. Dale Berry said racks were ordered from back East, but was not certain if they have arrived at this time.

Consumer Health, Lab and Biology (ABC) Building – The foundation for the three separate buildings and some of the sheer walls are up, and steel erection began yesterday. A bridge will be constructed to connect the "C" building to the Lewis Center. Bids came in lower than expected with \$35.6 million being funded with Measure C dollars. An additional \$16.6 million of this project is funded with State Capital Outlay.

Softball Field and Track Relocation – The track relocation is complete and the softball field expected to be wrapped up in October. Netting for the softball field is going up, after which, the scoreboard will be installed and sod laid for the outfield. When asked by Member Sutro, Mr. Berry said the field will be laid with grass rather than field turf. This project is coming in under budget.

Special Services Renovation – This renovation will upgrade the interior ceilings, walls, and install new electrical and data cables. Computers have been installed at this time. Allotment of \$5,000 of the \$625,000 budget was moved from testing and inspection to site/building services. The project finished early and under budget, completing the project two weeks before the fall semester.

Student Center Renovation – Approval from DSA is finalizing. CW Driver is the construction manager on this multi-prime project. Phase I, to replace the chiller, is complete. Phase II includes a new classroom, culinary arts and kitchen remodel, and expanded Associated Student Center. Swing space is being planned in the old softball area and campus will attempt to accommodate the same student capacity as currently have. Member Sutro asked where culinary classes will be held during construction. Mr. Berry said the swing space will accommodate classroom, office space and kitchen facility, as well as the Captain's Table. If all goes well, demo will begin in January 2010 and project completion set for fall 2010. The current budget is projected at \$5.5 million. Revised cost estimates are being presented to the Campus Facilities Planning Committee due to additional expense for a new sprinkler system and additional programming costs.

Campus Signage, Phase II – The campus met with a couple of design companies and is at the stage of prioritizing and programming LED signs compatibility with software. These signs will also be programmed with the campus emergency notification system.

Vice President Pagel reported on the remainder of Measure C projects for Orange Coast College:

Information Technology Upgrades – This project will improve and expand Information Technology throughout the campus. The \$600,000 budget is going towards smart technology and will be spent over the next 12 months.

Parking Lot Improvements – \$400,000 Measure C funds is allocated to resurface, restripe and patch three campus parking lots. During summer 2009, priority was removal of trees and trip hazards. Improvements will continue through summer of 2010.

Walkways and Landscaping – The OCC Facilities Committee is prioritizing areas for landscape improvements throughout the campus. The entire \$1 million budget for this project may not be required. The Facilities Planning Committee on campus will review and reprioritize the funds.

Music Modernization (Phase II) – With passing of the State budget in August, the campus is now able to move forward with working drawings. The campus will be in good position to receive future State construction funding through the Statewide Bond process. Matching Measure C dollars are budgeted at \$4 million. Modernization will include new music labs, recital room, expanded music computer lab, and reconfiguration of offices and storage.

Business, Math, and Computer Building – The project timeline is dependent upon available funding. The project is estimated at \$42 million with \$10 million currently identified from Measure C funds.

Chair Parker asked if the \$12 million negative variance showing on the ABC building budget was a result of the bids coming in much lower than expected and if this will be a potential savings that can transfer towards other projects. Vice President Pagel confirmed that bids did come in much better than anticipated.

Member Fawcett asked for additional clarification on the delivery status of the boat racks for the OCC Sailing Center. Vice President Pagel said the status of the racks ordered from a company in Minnesota is being looked into directly by an OCC Foundation member.

Member Gibbs asked whether future funding for OCC Music Modernization project is based on a presumption that a State facilities bond will pass in 2010. Vice President Pagel explained that historically a higher education facilities bond, which encompasses community colleges, state colleges, and the University of California system, has been on the ballot every other year with exception of 2008. The next opportunity for such a bond is 2010. If this does not occur, a facilities bond may come about in 2012, 2014, and so forth. Member Gibbs asked if all three higher education systems in California need to be in agreement. In answer, the three systems concur whether to move forward with a facilities bond or not.

E. Financial Report

Fiscal Affairs Director, Kim Allen, provided the fourth quarterly report for period April 1, 2009 through June 30, 2009. The G.O. Bond expenditures for the fourth quarter are \$11.2 million which is about average, with nearly \$43 million spent for the fiscal year. There is about \$100 million G.O. Bond monies left to spend. Overall, the amount spent for G.O. Bond Projects from 2003 through June 30, 2009 is \$308 million with \$100 million remaining in the current year budget.

Kim Allen also provided members with a copy of the Measure C Program Update giving an overall financial picture of the G.O. Bond projects.

VI. Discussion of Future Meetings

Chair Parker presented a couple of requests/recommendations that were made by District Administration concerning meeting dates for the Citizens' Oversight Committee. The first request is to shift the COC meetings so they are not held on the same day as the Board of Trustees meetings. Initially this was intended to make it more feasible for Trustees to attend the COC meetings. The recommendation is for meetings to be held either on Tuesdays or Thursdays or on a Wednesday not scheduled for a Board meeting. After some discussion, Member Sutro moved that the next Citizens' Oversight Committee meeting be held on Tuesday, December 8, 2009, at 2 p.m. The motion was seconded by Member Fawcett. The motion carried with a unanimous vote. The Committee decided to table the decision for a standing meeting date to the December 8 meeting.

The second recommendation, in light of the fact that Measure C projects are winding down, is to change the quarterly meetings to a semiannual basis. According to COC Bylaws, the Committee is required to meet at least once a year. Chair Parker said his term expires in March 2010 so he will abstain from voting on this item. Interim Chancellor Currie said if the need arose, a special meeting can also be arranged. Dr. Currie also suggested continuing to provide quarterly reports to the Committee. In order for members to have more time to contemplate this item, it was decided to table further discussion on frequency of meetings and place on the agenda for the December 8 meeting.

As a new member to Committee, Member Thompson said he would greatly benefit meeting with a District representative who could give him an update and organizational overview of the G.O. Bond process. Member McGann agreed he would also like a better understanding of the financial reports. Interim Chancellor Currie said the District Administrators would be happy to meet with new members to go over the financial reports in more detail and explain the process of construction management. Chair Parker also recommended adding this item to the agenda for the December 8 meeting. Additionally, Chair Parker has requested a tour of the OCC Sailing Center with Vice Chancellor Brahmhatt and members will be notified.

VII. Adjournment

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

The meeting adjourned at 3:10 p.m.