



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA 92626

December 8, 2009
2:00 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on December 8, 2009 in the Board Room at the District Office.

I. Call to Order / Welcome New Member

Committee Chair, Keith Parker, called the meeting to order at 2:00 p.m. He welcomed and expressed appreciation of service for the new student representative, David Salai.

II. Roll Call

Members Present: Ed Fawcett, Norma Brandel Gibbs, Richard McGann, Keith Parker, Edward Romeo, David Salai, Sharon Sunda, and Tom Sutro

Members Absent: Charles Thompson

Others Present: Kim Allen, Don Bailor, Dale Berry, C.M. Brahmhatt, David Cant, Ding-Jo Currie, James Farrow, Janet Houlihan, Jerry Marchbank, Richard Pagel, Martha Parham, Jerry Patterson, Barbara Price, Ardith Richey, and Paula Brady, recorder

III. Approval of Minutes

Chair Parker asked if members present at the September 16, 2009 meeting had any comments or additions to the minutes. There were no comments or changes to the minutes. Member Sutra moved that the minutes from September 16, 2009 be approved. Member McGann 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: July 1, 2009 – September 30, 2009

A. Project Summary

Vice Chancellor Brahmhatt gave a status overview of all G.O. Bond funded projects commenting on the significant accomplishment for all three campuses and the District in completing the majority projects in the G.O. Bond program. He thanked the Citizens' Oversight Committee members in helping the District reach this goal. There are two remaining large projects currently in construction, the GWC Learning Resource Center and the OCC Consumer Health and Science Building, also known as the ABC Building. There are three remaining smaller projects also in construction.

The status of G.O. Bond projects as of September 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
- OCC Special Services Renovation

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

B. Coastline Community College

Vice President McElroy updated the Committee on Coastline's Newport Beach Learning Center. He revealed a three dimensional plastic model of the building put together by the architect with computerized specifications. The campus is moving forward with the architect to complete the construction documents between now and April to submit to DSA for approval. DSA has been heavily impacted lately so it is difficult to estimate how long it will take. The architect, LPA, Inc. has an excellent track record with DSA which should help move along the approval process. Depending on DSA, construction is anticipated to begin in November 2010 and completion in April or May 2012.

Member Romeo inquired about the direction of the deck shown on the model in relation to the ocean. Vice President McElroy said the deck will have a Southwest view of the ocean. The new building will be constructed as a LEEDS building. LPA has a history of using sustainable design in their buildings.

The Board of Trustees approved C.W. Driver as the construction manager for this project. David Cant, Director of Maintenance and Operations for Coastline, will work closely with them to help monitor the project.

Vice Chancellor Brahmbhatt added that the model reflects a conceptual plan of the new Learning Center and can be modified if necessary to stay within the proposed budget.

Member McGann asked if there is a plan for the additional dollars needed to complete this project. Vice Chancellor Brahmbhatt said that Coastline is looking at a couple of options to make up for the shortfall. One option is to look at internal funding from campus resources, or request the Board of Trustees to issue a certificate of participation and support the future debt on their own without relying on taxpayers. Member McGann inquired if this is also the case for the Interdisciplinary Building for OCC. Vice Chancellor Brahmbhatt said more

funds are needed for this project and OCC has the same funding options. The campus is postponing the project to look for more competitive bidding and future State Bond funding.

Member Romeo asked if the District is benefiting from the current lower rates. Vice Chancellor said the District will not be bidding for one more year so market may be different at that time. The current estimate seems realistic at this time.

C. Golden West College

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

Learning Resource Center – Construction of the new Learning Resource Center at Golden West College is progressing very well with the new roof going up. After weather delays and a stop notice, the recovery schedule is moving along faster than initially expected with little or no additional costs to the project. The opening is planned for fall 2010.

D. Orange Coast College

Vice President Pagel reported on the status of Measure C Projects for Orange Coast College.

Consumer Health, Lab and Biology (ABC) Building – Construction on this building is “topping off” with all the steel construction in place. Dale Berry is getting feedback from the end users of the new lab building to begin preparing a list for needed equipment. The opening is planned for spring 2011. Nearly \$17 million dollars of this project was funded through the State. The remaining \$35.5 million was funded through Measure C dollars. The bid climate was exceptional at the time this project went to bid which was an advantage for the District. The project is estimated to come in under bid with remaining funds to put towards other Measure C projects.

Softball Field and Track Relocation – The ladies softball team will be able to play on the new softball field in the spring. With minimal site work remaining, the project is being completed on time and under budget.

Student Center Renovation – Due to logistics, this project is being postponed for six months. Prior to summer, a temporary space will be set up to provide food service for the students and student programs, after which construction will begin. The construction manager is C.W. Driver. \$550,000 of this project is being funded by the OCC Associated Students. The renovations will help bring this facility up-to-date for the time being.

Campus Signage, Phase II – This smaller project is the second phase for campus signage and will be ongoing for another year. Replacement signage for interior campus, LED signs, and directional and campus information are planned.

Information Technology Upgrades – Another small project with a budget of around \$669,000 will improve and expand Information Technology throughout the campus. Priorities for 2010 are being identified.

Parking Lot Improvements – There is approximately \$300,000 remaining for parking lot repair. The main lot, Adams lot, was overhauled during the summer months. The Merrimac “E” lot will be repaired and resurfaced after the ABC building project is completed.

Music Modernization (Phase II) – Modernization will include new music labs, recital room, expanded music computer lab, and reconfiguration of offices and storage. \$300,000 was made available from 2008 State Facilities Bond. Approval of contract with MVE Architects is going to the Board in January. Additional State funding will become available with future State Facilities Higher Education Bond in 2010, 2012 or 2014, depending on the budget climate.

Orange Coast College is working on their 20-year plan which will include the construction of the Interdisciplinary Building for Business, Math, and Computer disciplines. A decision needs to be reached whether to finance this project through the campus or put the project on hold. The OCC Facilities Team is reviewing remaining Measure C funds and determining where to allocate the remaining dollars.

E. Financial Report

Vice Chancellor Brahmbhatt provided the first quarterly report for period July 1, 2009 through September 30, 2009. The G.O. Bond expenditures for the first quarter for 2009-2010 are \$18,594,260. The quarterly expenditures were higher than usual due to Coastline’s property purchase for the Newport Beach Learning Center. Total expenditures from inception to September 30, 2009 are \$326,603,965. The task at hand is to bring closure to the G.O. Bond without over spending and delivering to the community what was promised.

VI. Program Update Report

Vice Chancellor also provided Committee Members a Measure C Program Update giving an overall financial picture of all G.O. Bond projects.

Member Parker asked if there are any directives that say all G.O. Bond monies need to be expended within a certain time period. Vice Chancellor Brahmbhatt said the campuses are gearing towards putting closure on their projects and looking at alternatives by holding off on larger projects and utilizing remaining G.O. Bond monies for smaller projects. The District’s goal is to bring closure by December 2012.

VII. G.O. Bond Audit Report

Director of Internal Audit, Richard Kudlik, reviewed the Measure C Bond Program Performance Audit with Committee Members for fiscal year ending June 30, 2009. All members were provided a copy. Once again the audit showed the District is spending money according to the applicable provisions of the California Constitution and Proposition 39. There have been no findings from inception of the G.O. Bond.

Mr. Kudlik also reviewed the supplementary information from the audit which is not a requirement as part of the audit. Soft costs were extremely low compared to industry standards. In response to a question regarding soft costs by Member McGann, Vice Chancellor

Brahmbhatt explained two reasons for DSA fees, a small fee to check working drawings and a more costly inspection fee mandated by the State. A DSA inspector is required to be on site throughout the construction of the project.

VIII. Discussion of Future Meetings and Campus Tours

Chair Parker brought up for discussion the frequency and scheduling of future Citizens' Oversight Committee meetings. Vice Chancellor Brahmbhatt shared that the Citizens' Oversight Committee has been meeting to review Measure C projects on a quarterly basis. Due to the fact that 90 percent of the Measure C dollars have been spent and projects are winding down, he is recommending meetings be held semi annually, in March and September, and a tour of campuses annually in the spring. The bylaws state that meetings be held at least once a year.

Member Romeo moved that meetings be held semiannually beginning in March 2010. Member Sutro seconded the motion. The motion carried with a unanimous vote. Chair Parker abstained from the vote as his term expires in March 2010.

The next meeting will be held on March 16, 2010 at 2pm. A campus tour will take place prior to the meeting at 10am. Facilities to be visited will include the new Golden West College Learning Resource Center, the Orange Coast College ABC Building and Sailing Center, as well as a drive past the site for the new Coastline Newport Beach Learning Center.

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 2:55 p.m.