



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA 92626

December 10, 2008
2:00 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on December 10, 2008 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: Tony Aguilar, Kim Oanh Nguyen-Lam, Hank Panian, Keith Parker, Edward Romeo, Norma Brandel Gibbs, Tom Sutro, and Jereme Van Dal

Members Absent: Sharon Sunda

District Staff Present: Joyce Black, Janet Houlihan, Kevin McElroy, Rich Pagel, Kim Allen, Richard Kudlik, Martha Parham, Ardith Richey, Jim McIlwain, Don Bailor, Dale Berry, Barbara Price, James Farrow, Michael Battistone, and Paula Brady

III. Approval of Minutes

Chair Parker asked if members present at the September 17, 2008 meeting had any comments or additions to the minutes. There were no comments or changes to the minutes. Vice Chair Aguilar moved that the minutes from September 17, 2008 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.

As the Taxpayer Representative on the Committee, Chair Parker commented that with today being the final payment date for property taxes, it is gratifying to witness that the modest portion of taxpayer monies being spent on the District's Measure C projects are being spent wisely and are carefully monitored.

**V. Measure C Project Update
Quarterly Report: July 1 – September 30, 2008**

A. Project Summary

In absence of Vice Chancellor Brahmbhatt, Fiscal Affairs Director, Kim Allen, summarized the status of G.O. Bond projects as of September 30, 2008. Three projects have moved to the completed project list and include the OCC Lewis Center, District Administration Building and GWC Health Sciences Building. The OCC Track Relocation and GWC Learning Resource Center are now in the construction phase. Following is a summary of the status for all G.O. Bond projects as of September 30, 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 Classroom Improvement – International Students
- OCC Classroom Improvements
- 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

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

- OCC Consumer Health & Science Building (ABC Building)
- OCC Interdisciplinary Classroom Building (Math, Business & Computer Lab)
- OCC Softball Field Relocation
- OCC Student Center Renovation
- OCC Special Services Renovation

Architect Hired, working drawings underway

- GWC Utility Master Plan
- Theater Modernization – Phase II

B. Golden West College

Construction Facilities Manager, Don Bailor, reported in behalf of Vice President Houlihan who was on jury duty. He reported on the status of the following projects for Golden West College.

Campus-Wide Infrastructure – The central plant for the HVAC project is up and running with chilled water now reaching 15 campus buildings. Retrofit of the fourth group of buildings is finished. The last group (Group 5) which includes the Bookstore is underway and will be worked on during winter break.

Learning Resource Center – The new Learning Resource Center is currently in construction with site preparation and the building's foundation.

Health Sciences/Health Center Building – Construction of the Health Sciences/Health Center Building, also known as the Nursing Building, is complete. Classes were held in the building last semester. Two final punch list items will be taken care of during winter recess so as to not impact the students. Member Brandel-Gibbs said she attended the grand opening and the new building is wonderful. Member Panian said he was also present at the grand opening and inquired about any feedback from students. Mr. Bailor said all comments he heard were positive. Member Panian further asked how many additional students will be accommodated with the new facility. Mr. Bailor said he did not have the figures but with a grant being received for the following semester, it is estimated the nursing program will increase by about 50%.

C. Coastline Community College

Vice President McElroy updated members on Coastline's property search for a Southern County learning center. A property in Newport Beach has recently been identified and negotiations with the owner are moving along very positively. The terms are being finalized and a recommendation to the Board to purchase the property will most likely move forward soon.

D. Orange Coast College

Orange Coast College Vice President Pagel reported on the status of projects for Orange Coast College.

Sailing Center, Women's Locker Room and ADA Upgrade – This project, slated for completion in May 2009, is being managed by Jim McIlwain and Cordoba Construction. The project, located on the bay in Newport Beach, is impacted by its close proximity along Pacific Coast Highway. The project is moving along very well with no weather-related delays at this time. The total project budget is \$4.65 million. Some funding is being provided by the Orange Coast College Foundation.

Student Center Renovation – The remodel of the OCC Student Center is in three phases. Phase I was to replace the chiller which is currently working. The temporary air conditioning system has been removed and the new chillers are being programmed onto the new energy management system. Phase II and Phase III drawings are at DSA for approval and will add a new classroom and expand the Associated Student area. Construction will begin in the summer. Renovation of the Culinary Arts and Kitchen is included in Phase III. Member Panian congratulated Vice President Pagel on awards received by OCC's Culinary Arts Program. The total budget for this project is \$3.304 million with \$2.5 million from Measure C funds. The Associated Students agreed to contribute \$550,000 and an additional \$254,000 is being paid with State scheduled maintenance funds.

Special Services Renovation – The scope of this project is to improve ADA access and renovate the interior of the Special Services Building which offers assistance for disabled students. Construction will begin in June. The goal is to have the facility fully operational for the fall semester. The estimated budget of \$625,000 remains firm.

Softball Field and Track Relocation – December 13, is the kick off meeting for the softball field relocation. This project will finish up in December 2009. The track field relocation will be completed in Spring 2009. The softball field and track relocations are necessary to make room for future construction of the Interdisciplinary Building. The total estimated budget is \$3.1 million.

Consumer Health, Lab and Biology (ABC) Building – This exciting new project has a total budget of \$52.3 million with \$16.5 million to be paid from State Capital Outlay funds. The demolition and site preparation will be ready for new construction to begin in February 2009. Member Panian inquired whether the economic turndown is bringing in more competitive bids. Vice President Pagel said that lower bids are coming in. C.W. Driver will be managing this project.

Upcoming Campus Projects – Upcoming projects include the OCC Interdisciplinary Building to house Math, Science and Business. With passage of the State budget, funding has been set aside for the working drawings of the theater modernization. Member Panian asked whether the State budget problems would have an impact on the funding. Vice President Pagel said there have been conflicting reports so it is unable to determine at this time.

E. District

Fiscal Affairs Director Kim Allen reported for Vice Chancellor Brahmbhatt on the District Administration and Board Office Building. Both Phase I and Phase II are now complete. For the first quarter, just over \$1 million was paid towards this project with about \$2 million encumbered to pay final retentions to the contractors. The project did come in under budget. Member Sutro inquired if the "rock cages" along the entrance to the Administration Building are going to be replaced. In response to Member Sutro's question and in reference to Member Romeo's question about any remaining Quonset huts on the OCC campus, Facilities Director Richey said the rocks were built around recycled concrete footings from the demoed Quonset huts that remained from the original Santa Ana airbase. These retaining walls are called Gabion walls and were built using recycled material as part of the Leed's project. Vines have been planted to grow around the rocks.

F. Financial Report

Fiscal Affairs Director Kim Allen presented the financial report in behalf of Vice Chancellor Brahmbhatt. G.O. Bond expenditures for the first quarter, July 1 – September 30, 2008, were just over \$12 million which is about half the amount from the previous quarter. This is due to larger projects tapering down before new large projects begin. The total expenditures from inception through September 30, 2008 totaled \$277 million

VI. G.O. Bond Audit Report

Director of Internal Audit, Richard Kudlik, provided copies and reported on the G.O. Bond Performance Audit Report for fiscal year ending June 30, 2008. Total project expenditures for this period were a little over \$82 million. The audit states no findings or recommendations for improvement. A supplementary analysis was included to compare soft costs to actual construction costs. The analysis shows a significant savings for the District by managing projects in house. Chair Parker inquired what portion of soft costs is attributed to DSA. Mr. Kudlik said these costs are included in the inspection and testing category but not analyzed separately.

Member Romeo asked Fiscal Affairs Director, Kim Allen, to clarify whether there was enough money to complete all projects designated with the current G.O. Bond. Ms. Allen said it is dependent on whether State Funding goes through. All projects currently in the process towards construction are planned for completion.

VII. Discussion of Future Meetings

Chair Parker reminded members that the next meeting will be on Wednesday, March 18, 2009. This meeting will also include a construction tour. 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, March 18, 2009 at 2:00 p.m. (facilities tour prior to 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.

VIII. Adjournment

Member Brandel Gibbs suggested that receiving a copy of the quarterly report by mail prior to the meeting is a duplication of paperwork. Members Romeo and Panian commented that reviewing the material prior to the meeting is very helpful. After some discussion, it was decided to poll the members before the next meeting to see whether they would prefer a hard copy or an electronic version of the meeting materials.

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

The meeting adjourned at 2:40 p.m.