



Regular Meeting Citizens' Oversight Committee

District Board Room
1370 Adams Avenue
Costa Mesa, CA 92626

DECEMBER 13, 2006
2 P.M.

MINUTES

A Regular Meeting of the Citizens' Oversight Committee of the Coast Community College District was held on December 13, 2006 in the Board Room at the District Office.

I. Call to Order

Committee Chair, Katrina Foley, called the meeting to order at 2:15 p.m.

II. Roll Call

Members Present: Tony Aguilar, Katrina Foley, Savoth Hy, Hank Panian, Keith Parker, Edward Romeo, and Sharon Sunda

Members Absent: Alex Alvarez, Kim Oanh Nguyen-Lam

District Staff: Ken Yglesias, C.M. Brahmhatt, Ding-Jo Currie, Joseph Quarles, Kim Allen, Richard Kudlik, Martha Parham, Janet Houlihan, Rich Pagel, Jim McIlwain, Don Bailor, Dale Berry, Dave Cant, James Farrow, Tracy Young, and Paula Brady, recorder

III. Approval of Minutes

Chair Foley asked if anyone had questions or additions to the minutes from the September 13, 2006 meeting. Member Panian inquired about public involvement to help move DSA process that was discussed at the meeting. It was affirmed by Chancellor Yglesias that a letter to DSA will be submitted. Member Aguilar moved that the minutes from the September 13, 2006 meeting be approved. Member Panian 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 – September 30, 2006

A. Executive Summary

Vice Chancellor Brahmbhatt gave a status report on the numerous projects underway district-wide. OCC's Watson Hall is open and student services are being provided.

Completed Projects

- GWC Classroom Improvement – International Students
- OCC Classroom Improvements
- OCC Watson Hall Phases I, II, III, IV

In Construction

- GWC structural repair – anticipated completion February 2007
- OCC Arts Pavilion Café
- OCC Fitness Center
- OCC Learning Resource Center
- GWC Swimming Pool Renovation/ GWC Locker Room Renovation
- CCC HVAC Infrastructure Upgrade
- OCC Campus wide Exterior Lighting

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

- GWC Utility Infrastructure Master Plan
- OCC Theater/Music Complex
- OCC East & West Utility Upgrade
- OCC Center for Applied Science Renovation
- District Administration Building

Architect Hired, working drawings underway

- OCC Consumer Health & Science Building
- GWC Design of Library/Learning Resource Center
- OCC Student Union Building
- OCC Campus Signage Design
- GWC Health Sciences Building
- OCC & GWC Environmental Impact Report
- OCC Landscape Architects
- OCC Interdisciplinary Classroom Building

B. Coastline Community College

Vice Chancellor Brahmbhatt introduced Coastline President Currie who reported in behalf of Vice President McElroy.

Westminster Learning Center – Le-Jao Center was completed last spring and enrollment is very strong.

HVAC/Lighting upgrade – President Currie reported on the progress of the HVAC, heating and cooling system upgrade, and the energy management system (EMS) for the College

Center in Fountain Valley and EMS upgrade at the Garden Grove Learning Center in Garden Grove. Final conversion to the HVAC system is ready for late October; however, it will be scheduled during the holiday break so as not to disrupt students and staff and subject them to extreme working conditions.

President Currie reported that Coastline is aggressively searching for a location for a South County Learning Center. They have searched for property from Seal Beach to Newport Beach but property is scarce. She is open to dialogue regarding availability of property. Member Aguilar inquired whether the Safeco building on the corner of Brookhurst and Slater is still available. President Currie said the property has been vacant for three years and the District has been pursuing for two years. The current owner is in the business of leasing rather than selling. Chair Foley said there is vacant property at the corner of Dove and Campus. President Currie said the District has looked into that property also; however, the building was leased to another company.

Chancellor Yglesias said that the District has contracted the services of Starpoint Ventures who is doing a property search for the District. President Currie said Coastline can be very flexible with the location and size of the building and can adapt their programming accordingly. She said Coastline is open to the possibility of a partnership in development of a larger site. Member Romeo mentioned that the Newport Beach Oasis Senior Center is moving toward a capital campaign to renovate its property. With Coastline's large emeritus program for seniors, it may be something to explore. President Currie said she is interested in creating synergy in terms of combining programs and would like to further discuss the possibility with Member Romeo.

C. Golden West College

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

Pool/Locker Room Renovation – The Pool/Locker Room Renovation project is well underway. There have been a few unforeseen conditions, calling for a revised schedule from the contractor. There will be some change orders next quarter to correct these issues, mainly underground electrical feeders and the slope in flooring in the locker room.

Campus-Wide Infrastructure – The Infrastructure project has expanded significantly since the last quarter. After review from engineers, it was decided to add an additional \$21 million into the project to support long term utility needs. The original project scope was for central plant and trenching only. The revised scope will include infrastructure upgrade of 18 buildings on the campus. This project will involve extensive scheduling and expand over two to three years.

New Learning Resource Center – The construction of a new Learning Resource Center, a three-story educational building with approximately 55,000 gross square feet, is expected to be DSA approved by end of January or early February 2007. In a preliminary meeting, DSA proposed that the plans for the structure be reviewed for a more efficient way to move forward with the contract. The architect is currently reviewing the plans.

Structural Repair to Concrete – Due to extensive unforeseen conditions, a change order was approved by the Department of Education to allocate an additional \$398,000 in State funding. Further inspection indicated that the administration building required 6-7 times more concrete repairs than originally expected. The inspector will continue to supervise the project very closely and will remain on site till all repairs are made.

Health Sciences/Health Center Building – Working drawings for the new Health Science Building have been submitted to DSA. Construction should start in early Spring 2007. This building will also house the student nursing program and will be incorporated with the Health Center to allow student nurses to serve internships while on campus.

D. Orange Coast College

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

Library/Learning Resource Center – The project is funded by both the State and Measure C. The State is providing \$21 million. The erection of the steel beams is complete. The project will be able to meet C.W. Driver's estimate. Construction is on target and is expected to be completed by December 2007 and open for Spring 2008 classes.

Arts Pavilion and Café – This project is funded by the OCC Foundation and Measure C. Parts of the project are complete with remaining parts in final punch list stage. The first event, a dinner hosted by the Foundation, has already taken place. Starbucks opened Monday, December 11. The project is expected to be completed for less than estimated.

Watson Hall Renovation – The project is complete and occupants moved in during the second week of October 2006. Students are able to make counseling appointments and register for classes. The project budget is anticipated to come in under budget at about \$27 million. The remaining dollars will go towards the shortfall for other projects.

Theatre Arts/Music Complex – Bids have closed and will go to December 13 Board meeting. Bids closed under estimate which is a good sign that things may have slowed down. The project now has a planning and construction budget of \$4.5 million. Project completion date may be moved up to August 2007 from the original completion date of January 2008.

Fitness Center-Baseball Field – The Baseball Field is complete and is in use. The Fitness Center and ADA stadium ramp are ahead of schedule. Landscaping and sidewalk are complete. A rubber floor and equipment move in is expected for January 2007. The Project is on budget.

Lewis Center Modernization – The campus is looking forward to the renovation and modernization of the Lewis Center building, particularly classroom upgrades. The project is currently in DSA for approval. Construction is scheduled to begin in June 2007, and as soon as the semester ends, will move into a swing space until completion anticipated for August 2008. During the renovation, the campus will try to minimize the use of temporary buildings by reusing older, permanent structures on campus.

Campus-Wide Signage Project – Working drawings are near completion and bid packages are being prepared. A monument sign is planned for the corner of Adams and Fairview and standardization of campus signage is also planned. The project will be ongoing as new campus buildings are completed.

Campus-Wide Lighting Modernization – With half of students attending night time classes, the campus walkways and parking lot lighting will be upgraded and standardized with safety as a main priority. The project is being completed by Siemens Building Technologies and will provide more light with better energy efficiency. Project began in November 2006 and should be completed by in April 2007.

Upcoming projects include improvements to parking lot “F”. With the passing of Proposition 1D, \$60 million will be funded for construction of the Consumer Health, Lab, and Biology Building.

E. District

Vice Chancellor Brahmbhatt reported on the District Administration Facility, a one-story administration building and board office designed by Bundy Finkel Architects. The District site incorporates approximately 13.77 acres with the new District facility taking up approximately five acres. Four acres have been leased to Connell Chevrolet bringing in \$480,000 annual revenue. The remaining acres will become available for development after the construction of the new facility bringing in additional annual revenue for the District.

The District building project is a multi-prime project with phase I expected to begin in March 2007. Phase II will include the City of Costa Mesa because it involves the entrance from Adams Avenue to the new facility and parking lot. The current facilities will stay operational during construction.

Vice Chancellor Brahmbhatt reported that the District is working with an energy efficiency company for the new facility. It is recommended to provide covered parking along the block wall with solar cells on the top to help with energy efficiency for the new facility.

F. Financial Report

Vice Chancellor Brahmbhatt presented the financial report to Committee Members and explained the change in format with the new Sungard Banner system. The first part of the report shows all G.O. Bond expenditures for the quarter. The second half of the report shows G.O. Bond cumulative expenditures for all projects from inception to end of current quarter. The final page shows the total for all dollars spent.

Looking forward, Vice Chancellor Brahmbhatt said that projects are taking off and expects to spend about \$20 million per quarter. The District is on target for expending of Measure C dollars.

VI. Program Update

Vice Chancellor Brahmbhatt presented the Measure C Update Report to committee members. The first time a comprehensive report has been compiled since the passage of Measure C. At

the time of passage of the G.O. Bond the District was hopeful for a 4-5 percent inflation rate in construction. He noted the increase in construction costs from 2003 to 2005 were substantially higher than anticipated. Vice Chancellor Brahmbhatt estimates that 2-4 percent is saved by managing the projects in house. The District continues to look at new sources for additional revenue including the possibility of leasing vacant parcels at the campuses.

Chair Foley asked if the report would be put on the District website and made a couple of minor recommendations. Vice Chancellor Brahmbhatt said after a correction made to page 2 and changes made, the report will be posted for viewing.

VII. 2005-2006 Annual Report and Publicity Plan

Director of Marketing and Public Relations, Martha Parham, presented a text draft of the 2005-2006 Annual Report to committee members. She requested any comments be given to her before the report goes to print in mid January. The financial and performance audits for Measure C should be available the beginning of January and members will be sent copies. Chair Foley requested the annual report be forwarded to committee members via email. Regarding the report, Chair Foley said she would like to see more depth applied to project descriptions so those who are not familiar with the new buildings could get an idea of the purpose they serve. Also, she recommended highlighting energy efficiency savings and private/public partnerships with GWC pool and new Health Sciences Building. It was further recommended by Member Romeo that reasons for funding shortfall be included in the report.

As part of the publicity plan, Ms. Parham announced that Chair Foley will be interviewed for a five-minute segment to air on local cable Time Warner. The interview will be recorded on December 21, 2006 and televised throughout the next month or two. She further recommended that a condensed ten-minute version of the annual/quarterly and Measure C update reports be provided in both PowerPoint and written formats to present to local city council meetings and other civic organizations. Chancellor Yglesias and other District Administrators offered to help with presentations. She added that over 350 copies of the Measure C Annual Report will be mailed to Orange County Congressional Delegation. The report is also provided to the Board of Trustees to distribute at various meetings throughout the State, forwarded to local media outlets, and is available electronically on the District website. Public Relations Director, Parham emphasize the Annual Report as the main source of public information for Measure C. The goal date for distribution is February 1, 2007. Ms. Parham will help coordinate with local city managers to agendize the presentation.

VIII. Discussion of Future Meetings

Meetings are held quarterly on 2nd Wednesday of the month. The next scheduled meetings are as follows:

- Wednesday, March 14, 2007 at 2:00 p.m.
- 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.

Vice Chancellor Brahmbhatt thanked all for a good year in 2006. He thanked the Committee Members and the Programming Team for their help in assuring that District dollars are spent appropriately to serve the students and the community.

IX. Adjournment

There being no further business, Chair Foley adjourned the meeting at 3:45 p.m.