

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

SEPTEMBER 9, 2014 3:30 P.M. – 5:00 P.M.

CSSC, MULTI-PURPOSE ROOM

ATTENDEES	<p><u>Members:</u> Mr. Lawrence M. Cohen, Chair (Business Representative); Mr. Kenneth Eklund, (Senior Citizen Group Representative); Mr. Chris Escobedo, (Taxpayers' Association Representative); Mr. Geoffrey Kiehl, Vice Chair (Member At-Large – East Valley); Ms. Patricia "Tish" Lacy, (Student Representative); Mr. Larry Spicer (College Support Organization); Mr. William H. Waldron (Member At-Large West Valley)</p> <p>Lisa Howell, College of the Desert's Vice President, Administrative Services; Mr. Mac McGinnis, Bond Program Manager from EIS Professionals; Jennifer Mergl, EIS Professionals; Aurora Wilson, College of the Desert's Board of Trustee</p> <p>Recorder: Jennifer Mergl Minutes Approved:</p>
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Agenda topics

1. CALL MEETING TO ORDER

GEOFFREY KIEHL

DISCUSSION	<p>G. Kiehl called the meeting to order at 3:33 p.m.</p> <p>J. Mergl called the roll:</p> <p>Present:</p> <ul style="list-style-type: none"> Larry Cohen, participated by phone Ken Eklund Chris Escobedo, participated by phone Geoffrey Kiehl Tish Lacy Larry Spicer <p>Not Present:</p> <ul style="list-style-type: none"> William Waldron 	
CONCLUSIONS	The committee had a quorum.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

2. COMMENTS FROM THE PUBLIC

GEOFFREY KIEHL

DISCUSSION	There were no public comments.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

3. APPROVAL OF MINUES

GEOFFREY KIEHL

DISCUSSION	Meeting minutes for January 14, 2014, March 11, 2014 and June 10, 2014 were unavailable for approval.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Add item to the December 9, 2014 meeting agenda	Linda Costagliola	12/9/14

4. ELECTION OF NEW OFFICERS

GEOFFREY KIEHL

DISCUSSION	<p><i>Chair: Effective Date: 9/2014</i> Ken Eklund nominated Larry Spicer to be the new Chair of the Citizens’ Bond Oversight Committee. Geoffrey Kiehl seconded that nomination. All present and able to vote unanimously agreed. Larry Spicer accepted the position of Chair for the Measure B Citizens’ Bond Oversight Committee.</p> <p><i>Vice Chair: Effective Date: 9/2014</i> Geoffrey Kiehl nominated Ken Eklund to be the new Vice Chair of the Citizens’ Bond Oversight Committee. This nomination was seconded by Patricia “Tish” Lacy. All present and able to vote unanimously agreed. Ken Eklund accepted the position of Vice Chair for the Measure B Citizens’ Bond Oversight Committee.</p>	
CONCLUSIONS	Larry Spicer is the Chair and Ken Eklund is the Vice Chair for one year.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

5. CURRENT INFORMATION

LISA HOWELL

DISCUSSION	College of the Desert is receiving an award for sustainability projects through Proposition 39 Funding at the 2014 Community College Facility Coalition (CCFC) conference in Sacramento, California. This award is being received for College of the Desert by Mac McGinnis from the Bond Office.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

6. BOND PROJECTS UPDATE & BOND PROJECT FINANCIAL REPORT

LISA HOWELL

DISCUSSION	<p>L. Howell reviewed the following items from a PowerPoint presentation:</p> <p><u>Project Status Reports – Current Projects:</u></p> <p><u>Athletic Facilities (Project in Construction)</u> Architect: LPA Architects Construction Manager: ProWest Project Square Footage: 26,840 sq. ft. Construction Start: Fall 2012-2013 Targeted Completion Phase 1: Summer 2014 Targeted Completion Phase 2: Fall 2014 Total Project Budget: \$24,765,238 Construction Budget: \$19,081,410 Expenditures to Date: \$19,920,473 Project Update: Gymnasium</p> <ul style="list-style-type: none"> • Installation of bench seating in locker rooms continues • Repair “chatter” gouge, slurry seal and re-stripe south parking lot commenced • Punch walk with A/E, MEP, and COD conducted 	
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- Wall pad installation at north and south walls complete
- Scoreboard and stop clock installation complete

Kinesiology Building

- Complete

Tennis Courts

- Final grading of sub-grade to tennis courts complete
- Final grading, concrete paving, sidewalk sub-grades continues

Sustainable Features:

- Will be minimum LEED Silver certified

New gymnasium, team rooms, restrooms, shower/locker rooms and maintenance facilities for the Physical Education and Athletics programs, as well as renovation of an initial structure to accommodate weight training, multipurpose rooms and faculty/staff offices for the Physical Education and Athletics programs for the campus. New tennis facilities and athletics quad.

Phase 1 of the Athletics Project is now 99% complete. This phase was slated for completion Summer of 2014. This deadline was met and students are currently using the new facility. The new gym was redesigned to ensure maximum use and that two NCAA (National Collegiate Athletic Association) regulation cross-courts have been added for intermural play and tournaments.

Phase 2 of the project includes the installation of eight tennis courts. This phase of the project is 10% complete and is slated for completion Fall of 2014. Representatives from the COC inquired as to whether the courts would be lit for night play. Lisa confirmed that lighting was not part of the scope of work for this project and will not be installed. The District did approach the City of Palm Desert to inquire into the availability of lit courts accessible to the public for use and was advised that the City has several courts that are lit and available for public night play. Concerned with public safety, Lisa was asked by committee members whether the courts would be locked at night. Lisa confirmed that the courts would not be locked and would remain open to the public 24 hours a day. Lisa was asked to find out whether there would be any type of protective sealant that would aide in the protection of the new court surfaces from skate boarders and roller skaters. Lisa will gather this information from the Project Manager and report back to the COC at the December Meeting.

The total project budget for the Athletic Facilities was \$24,765,238.00. The expenditures to date are in the amount of \$19,920,473.00. This project remains in budget and future change orders are not expected to exceed the project contingency.

Applied Sciences (Project in Construction)

Architect: HGA Architects

Construction Manager: Gilbane

Project Square Footage: 21,741 sq. ft.

Construction Start: Summer 2013

Targeted Completion: Fall 2014

Total Project Budget: \$12,381,000

Construction Budget: \$8,781,000

Expenditures to Date: \$10,781,217

Project Update:

Agriculture Building

- Complete

Applied Science Building

- Commissioning phase commenced
- HVAC equipment programming and testing continues
- Installation of electrical metering continues
- Communication cabling and terminations continues
- Installation of floor finishes continues
- Installation of door hardware continues
- Installation of audio visual and network equipment continues

Sustainable Features:

- Will be minimum LEED Silver certified

The Applied Sciences project encompasses both the Agricultural Sciences and the new Applied Sciences building that will be home to the HVAC, Drafting, Construction Technology, Natural Resources, classrooms & labs. This project is 95% complete. Applied Sciences is slated for completion Fall of 2014 and remains on schedule.

Trustee Wilson discussed her recent tour of the Applied Sciences building. It is very modern and industrial in design. She talked about the exposed utilities and was told that this is intentional so that the students would have a "teaching building"; one that was designed to allow students to learn from it.

There have been a few complaints about the outside design of the building and how it deviates from the rest of the buildings on campus. L. Howell confirmed that Administration has no current plans for changes to the exterior of the building.

Trustee Wilson expressed concern over some drains that were emptying onto a sidewalk. L. Howell committed to having the Project Manager check on this and correcting it if the issue is remaining.

Financial Report

Project Allocations Budget

- Completed Projects:
 - Bond + Other Budget: \$121,674,248
 - Bond + Other Expenses: \$121,674,248
- Current Projects – Ongoing:
 - Bond + Other Budget: \$173,198,571
 - Bond + Other Expenses: \$164,725,726
 - Balance: \$8,472,845
- Future Projects:
 - Bond + Other Budget: \$105,918,814
 - Bond + Other Expenses: \$34,791
- Contingency
 - Bond + Other Budget: \$2,564,347
- Bond Management & Other Fees:
 - Bond + Other Budget: \$24,649,879
 - Bond + Other Expenses: \$23,952,260
 - Bond Balance: \$2,914,201
- Total Summary of Projects Bond + Other Budget: \$428,005,859
- Total Summary of Projects Bond + Other Expenditures: \$310,387,025
- Total Summary of Projects Bond + Other Balance: \$117,618,834
- Total Bond Funds Issued: \$346,500,000
- Deferred Projects
 - Total Deferred Projects: \$47,013,440

L. Howell provided an overview of the financial reports that were included on pages 10-13 of the September 9, 2014 Bond Report. The Measure B Bond was issued in the amount of \$346,500,000.00. L. Howell reviewed the background of bond funds spent and how these funds work with monies received through RDA to complete the list of approved projects. Committee members asked that L. Howell provide them with a financial report that clearly separates bond dollars from RDA funds, interest income, foundation donations, and other funding sources at December's meeting.

Upcoming Events: No events currently scheduled.

CONCLUSIONS	<p>L. Spicer posed the following question to L. Howell; "Are you aware of any bond proceeds that were expended for purposes other than those set forth in Measure B?" L. Howell responded, "No."</p> <p>L. Cohen posed the following question to L. Howell; "Are you aware of any bond proceeds that were expended for any teacher or administrative salaries of the college or for other operating expenses?" L. Howell responded, "No."</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Check as to whether any type of sealant or protection is planned for the new tennis courts to avoid damage to the new courts from skateboards, etc.	Lisa Howell	12/9/14
2. Check with the Bond office regarding drains that were emptying onto the sidewalk at the Applied Science Building.	Lisa Howell	12/9/14
3. Schedule tours of the Athletic Facilities Project and the Applied Sciences Project for December 9, 2014 meeting starting at 2:30pm, prior to the 3:30pm regularly scheduled meeting.	Linda Costagliola	12/9/14
4. Provide a financial report that clearly separates bond dollars from outside funding sources.	Lisa Howell	12/9/14
5. Find out how much of the bond funds are left.	Lisa Howell	12/9/14

7. EVC INDIO, EVC
MECCA/THERMAL, WEST
VALLEY AND DESERT HOT
SPRINGS UPDATE

DISCUSSION	L. Howell provided a brief update of potential future projects. She clarified the process on prioritization of upcoming projects; touching on data collection, enrollment needs, and approval through the Board of Trustees. Administration has targeted the October 2014 Board Meeting for a presentation of the data collected and a recommendation by Administration for future projects.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

8. SCHEDULE MEETINGS FOR
2014-2015

DISCUSSION	Future meeting dates are set for December 9, 2014, March 10, 2015, June 9, 2015 & September 8, 2015. There will be a tour of the Athletic Facilities Project and the Applied Sciences Project at 2:30PM prior to the December 9, 2014 Meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

9. FUTURE AGENDA ITEMS

DISCUSSION	<ul style="list-style-type: none"> • Financial and Performance Audit Results • 2013-2014 Annual Report 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Add Agenda items to December 9 th agenda.	Linda Costagliola	12/9/014
Meeting adjourned at 4:40pm. All approved		