

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

DECEMBER 16, 2010 3:00 P.M. – 4:30 P.M.

NURSING BUILDING, CLASSROOM 9

ATTENDEES	<p>Mr. Lawrence M. Cohen (Business Representative); Mr. Robert Flint (Taxpayers' Association Representative); Mr. Geoffrey Kiehl, Vice Chair (Member At-Large – East Valley); Ms. Berit Reistad (Senior Citizen Group); Mr. Robert Spiegel, Chair (College Support Organization); Mr. Daniel To (Student Representative); Mr. William H. Waldron (Member-At-Large West Valley)</p> <p>Dr. Edwin Deas, College of the Desert's Vice President of Business Affairs; Mr. Steve Renew, College of the Desert's Director of Facilities Services; Mr. Mac McGinnis, Bond Program Manager from EIS Professionals; Wade Ellis, College of the Desert's Director of Fiscal Services; Auditors Arturo Ceja and Gary Dack from Lund & Guttry</p> <p>Recorder: Linda Costagliola Minutes Approved: March 31, 2011</p>
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Before the meeting (2:00 p.m.) Steve Renew and Mac McGinnis gave the committee members a tour of the Cravens Student Services Center, Dining Hall, and the Classroom Building.

Agenda topics

1. CALL MEETING TO ORDER

ROBERT SPIEGEL

DISCUSSION	R. Spiegel called the meeting to order at 3:00 p.m.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None			

2. APPROVAL OF MINUTES – JULY 1, 2010 & SEPTEMBER 30, 2010

ROBERT SPIEGEL

DISCUSSION	<p>R. Spiegel made a motion to approve the July 1, 2010 meeting minutes as presented today, seconded by R. Flint, G. Kiehl and L. Cohen abstained. Motion passed.</p> <p>G. Kiehl made a motion to approve the September 30, 2010 meeting minutes as presented today, seconded by R. Flint. All Approved. Motion Passed.</p>		
CONCLUSIONS	July 1, 2010 and September 30, 2010 meeting minutes were approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None			

3. COMMENTS FROM THE PUBLIC

ROBERT SPIEGEL

DISCUSSION			

CONCLUSIONS	No comments were made from the public.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None.			

4. FINANCIAL AND PERFORMANCE AUDIT RESULTS

LUND & GUTTRY

DISCUSSION	Auditors Arturo Ceja and Gary Dack from Lund & Guttry reviewed and discussed with the committee members the results of the June 30, 2010 Financial and Performance audits.		
CONCLUSIONS	L. Cohen made a motion to receive the financial and performance audit results presented today, seconded by R. Flint. All approved. Motion Passed.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None.			

5. BOND PROJECTS UPDATE & BOND PROJECT FINANCIAL REPORT

MAC MC GINNIS
STEVE RENEW

DISCUSSION	<p>M. McGinnis reviewed the following items from a PowerPoint presentation:</p> <ol style="list-style-type: none"> 1. Project Status Reports – Current Projects <ol style="list-style-type: none"> a. Nursing Building Renovation <ol style="list-style-type: none"> i. Architect: HMC Architects ii. Construction Manager: Orr Builders iii. Targeted Completion: Fall 2010 iv. Project Update <ol style="list-style-type: none"> 1. Review punch list with COD for close-out 2. Security phone line needs to be activated by IT 3. Solar Panel Equipment needs data line connected 4. Coordinate final punch list items with Orr Builders v. Sustainable Features <ol style="list-style-type: none"> 1. Reuse of existing building 2. Energy efficient glazing 3. Energy efficient mechanical systems 4. Reduction in heat islands b. Classroom Building <ol style="list-style-type: none"> i. Architect: Steinberg Architects ii. Construction Manager: Bernards iii. Targeted Completion: Spring 2012 iv. Project Update <ol style="list-style-type: none"> 1. Footings excavated for all buildings 2. Submittals for rebar returned for review 3. CM working on catch-up schedule v. Sustainable Features <ol style="list-style-type: none"> 1. Heating and cooling via central hydronics system 2. Water – conserving landscape 3. Architectural environmental control systems via built-in architectural sun shading devices, north facing fenestration 4. Energy generation via photovoltaic system 5. Building automation controls to optimize mechanical system and energy usage 6. Will be LEED certified c. Practice Field Lighting <ol style="list-style-type: none"> i. Architect: RBB Architects ii. Contractor: Ace Electric 		
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- iii. Targeted Completion: Fall 2010
- iv. Project Update
 - 1. Received bids
 - 2. Pre-Construction meeting 9-13-10

2. Project Status Reports - Projects in Design

a. Communication Building

- i. Architect: tBP Architecture
- ii. Construction Manager: Pro West
- iii. Estimated Project Occupancy: Spring 2013
- iv. Project Update
 - 1. Revised furniture plan reviewed by administration and the Dean, all revisions were approved
 - 2. F. Herzek, VP of Academic Affairs, asked for variation in the furniture layout to see a 90 degree option
 - 3. Interior color scheme meeting held on September 2, 2010
- v. Sustainable Features
 - 1. Will be LEED certified
 - 2. Building automation controls to optimize mechanical system
 - 3. Water – conserving landscape
 - 4. Heating and cooling via central hydronics system

b. East Valley Indio

- i. Architect: gkkworks
- ii. Construction Manager: gkkworks
- iii. Estimated Project Occupancy: Summer 2013
- iv. Project Update
 - 1. Programming Summary submitted to Cabinet and approved
 - 2. Committee members sign to approve program summary
 - 3. Team meeting to obtain direction for further schematic design work by the architect
 - 4. Discussed schedule with Dean to meet with Math and Science faculty to program science labs
- v. Sustainability Features
 - 1. Will be LEED certified
 - 2. Photovoltaic array at parking possible
 - 3. Architectural environmental control features
 - 4. Public transportation

c. West Valley - Palm Springs

- i. Architect: To be determined
- ii. Construction Manager: To be determined
- iii. Estimated Project Occupancy: 2013
- iv. Project Update
 - 1. Working with City of Palm Springs on land transfer
 - 2. Site studies on-going
 - 3. Meeting with potential partners
 - 4. RFQ for design professionals has been sent out
- v. Sustainability Features
 - 1. Will be LEED certified
 - 2. Public transportation
 - 3. Solar Energy
 - 4. Sustainable Site

d. Monterey Entrance

- i. Architect: PMSM Architects
- ii. Construction Manager: To be determined
- iii. Estimated Project Occupancy: Summer 2013
- iv. Project Update
 - 1. Sent architect updated project schedule
 - 2. Kick-off meeting scheduled for 9-8-10
 - 3. Obtaining proposal for survey work
 - 4. Obtaining proposal for soils testing
- v. Sustainability Features
 - 1. Public transportation
 - 2. Water resistant landscaping

3. Upcoming Project Events

- a. No events planned

4. Projects in Programming
 - a. Administration Building – Renovation of building
 - b. Admissions and Records – Renovation of building
 - c. Career Technology Education – air conditioning and Auto tech kinds of labs, architecture and construction management and real estate development programs
 - d. Child Care – Early Childhood Education improvement of site
 - e. Gymnasium – Athletic projects, new gym, renovation of existing building
 - f. Liberal Arts – Renovation of building
 - g. Visual Arts – New building

5. Completed Projects
 - a. Alumni Centre
 - b. Barker Nursing Complex
 - c. Business Building Renovation
 - d. Central Plant & Street Fair Restrooms
 - e. Cravens Student Services Center
 - f. Dining Facility Renovation
 - g. East Valley Campus Mecca/Thermal
 - h. PSA Parking & Magnesia Falls Entrances
 - i. Public Safety Academy
 - j. Site Infrastructure – Phase I
 - k. Site Infrastructure – Phase II
 - l. Site Infrastructure – Phase III
 - m. Weight Room / Training Room for Athletic Program

Discussions:

Financial Report

1. Project Allocations Budget
 - a. Completed Projects
 - i. Total Expended: \$63,017,257
 - b. Current Projects - Ongoing
 - i. Expenditures to date: \$79,723,180
 - c. Future Projects
 - i. Committed Projects Budget: \$126,554,264
 - ii. Deferred Projects Budget: \$44,513,440
 - d. Central Contracted Management Fees
 - i. Expenditures to date: \$12,109,302

Discussions:

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

6. DRAFT 2009-2010 ANNUAL REPORT

STEVE RENEW

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

1. None.		
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7. FUTURE AGENDA ITEMS

ROBERT SPIEGEL

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Add tour of camp		

L. Cohen made a motion to adjourn at 4:00 p.m., seconded by R. Flint. All Approved. Motion Passed.