



DESERT COMMUNITY COLLEGE DISTRICT
College of the Desert

Citizens' Bond Oversight Committee Meeting
June 18, 2008
3:00 p.m. – 4:30 p.m.
Foundation Board Room
Minutes

Members Present: Dr. William Feddersen (Senior Citizen Group); Mr. Kenneth E. Feenstra (Member At-Large – West Valley Representative); Dr. Ward Fredericks (College Support Organization); Mr. Geoffrey Klinge (Student); Ms. Marjorie A. Kussman (Taxpayers' Association); Mr. Alfred A. (Al) McCandless (Business Representative); Mr. Noel Ramos (Member At-Large – East Valley);

In Attendance: Dr. Edwin Deas, College of the Desert's Vice President, Administrative Services; Mr. Steve Renew, College of the Desert's Director of Maintenance & Operations; Mr. Mac McGinnis, Program Manager from EIS Professionals; Tom Wixon, College of the Desert's Director of Public Relations,

Call Meeting to Order – Dr. Fredericks called the meeting to order at 3:00 p.m.

Dr. Fredericks welcomed and introduced Dr. Edwin Deas, College of the Desert's Vice President of Administrative Services. Dr. Deas gave a brief background of his employment history.

Dr. Fredericks introduced a guest, Mr. Denny Glenn, who may apply for one of the vacant seats on the committee.

Approval of Minutes from March 12th Meeting – A Motion to approve minutes as presented by A. McCandless, seconded by N. Ramos. All approved. No opposed. Motion passed.

Comments from the Public – No comments from the public.

It was noted that Ms. Mandy Zatynski, reporter from The Desert Sun, was in attendance.

Bond Projects Update

S. Renew introduced Mr. Mac McGinnis, Program Manager from EIS Professionals. M. McGinnis will be filling in for Mr. Jim Rogers. Mr. Rogers has been transferred to El Camino College. Mr. Rogers original assignment at College of the Desert was to set up office and then move on after a year or two. M. McGinnis gave a brief background of his employment history. The committee welcomed him.

S. Renew reviewed the items listed below from a PowerPoint presentation:

1. Overview – Currently exists as of today
 - a. Project Status
 - i. Alumni Center
 1. Architect: Holt
 2. Status: Approved by Department of State Architect (DSA) for Construction

3. Anticipated Construction Start: Fall 2008
4. Projected Occupancy: Fall 2009
- ii. Athletic Modularity, Weights & Training Facilities
 1. Architect: HMC
 2. Status: Construction Documents
 3. Anticipated Construction Start: Summer 2008
 4. Projected Occupancy: Spring 2009
- iii. Barker Building Renovation
 1. Architect: Steinberg
 2. Status: Under Construction
 3. Anticipated Construction Start: --
 4. Projected Occupancy: Spring '09
- iv. Business Building (Remodel)
 1. Architect: Steinberg
 2. Status: DSA Review
 3. Anticipated Construction Start: Fall 2008
 4. Projected Occupancy: Spring 2010
- v. Campus Infrastructure Phase 1
 1. Architect: TMAD
 2. Status: Under Construction
 3. Anticipated Construction Start: --
 4. Projected Occupancy: Spring 2008
- vi. Campus Infrastructure Phase 2
 1. Architect: TMAD
 2. Status: Bidding
 3. Anticipated Construction Start: Summer 2008
 4. Projected Occupancy: Spring 2009
- vii. Classroom building
 1. Architect: Steinberg
 2. Status: Design Development
 3. Anticipated Construction Start: Summer 2009
 4. Projected Occupancy: Spring 2011
- viii. Communications & Community Building
 1. Architect: tBP
 2. Status: Contracts for Programming
 3. Anticipated Construction Start: Fall 2009
 4. Projected Occupancy: Summer 2011
- ix. Craven's Student Center
 1. Architect: WWCOT
 2. Status: DSA Review
 3. Anticipated Construction Start: Fall 2008
 4. Projected Occupancy: Summer 2010
- x. Dining Hall Renovation
 1. Architect: WWCOT
 2. Status: DSA Review
 3. Anticipated Construction Start: Fall 2008
 4. Projected Occupancy: Fall 2009
- xi. Eastern Valley Modular Village
 1. Architect: HMC
 2. Status: DSA Review
 3. Anticipated Construction Start: Summer 2008
 4. Projected Occupancy: Spring 2009
- xii. Pools-Convert to Courtyard
 1. Architect: Escalante
 2. Status: Preparing for Bid
 3. Anticipated Construction Start: Summer 2008

4. Projected Occupancy: Fall 2008
5. This area will serve as the new dining area
- xiii. Public Safety Academy
 1. Architect: HMC
 2. Status: Under Construction
 3. Anticipated Construction Start: Under Construction
 4. Projected Occupancy: Spring 2009
- xiv. South Annex Phase 3 DSPPS
 1. Architect: HMC
 2. Status: DSA Review
 3. Anticipated Construction Start: Summer 2008
 4. Projected Occupancy: Fall 2008
- xv. West Valley
 1. Architecture: Undetermined
 2. Status: Due Diligence Studies
 3. Anticipated Construction Start: TBD
 4. Projected Occupancy: Undetermined
- xvi. Nursing Renovation
 1. Architecture: HMC
 2. Statue: Design Development
 3. Anticipated Construction Start: Summer 2009
 4. Projected Occupancy: Fall 2010
- xvii. Storm Drain Outlet Structure
 1. Architect: TMAD
 2. Status: Under Construction
 3. Anticipated Construction Start: Summer 2008
 4. Projected Occupancy: Fall 2008
- b. Acronyms
 - i. Reviewed list
- c. Building Ground Square Footage (GSF)
 - i. Reviewed list
- d. East Valley Center
 - i. Reviewed renderings
- e. Program Update
 - i. Building Renovations Include
 1. Upgrade Mechanical/Electrical/Plumbing
 2. ADA Compliance
 3. Building Envelope/Energy Improvements
 4. Seismic Improvements
 - ii. Other Modernizations/Repurposing
 1. Renovate Nursing Building – General Classrooms/Labs
 2. Renovate Pollock Theatre – Flexible Lecture/Performance
 3. Renovate Liberal Arts – Modernization
 4. Renovate Ag Science and Applied Science – Modernization
 5. Renovate Engineering – Lecture/Lab
 6. Renovate Administration – Administrative Offices, President and Vice Presidents.
 - iii. Planned Removals
 1. Technology (Dramatic Arts) – Move to Multipurpose Arts
 2. Registration – Move to Cravens Center
 3. Modular Buildings after utilization as swing space
 4. Diesel Mechanics

Comments:

Monterey Entrance: Currently the Monterey Entrance is closed due to construction to connect with the Coachella Valley Water District system and will continue to be closed until August 23rd. Since the Monterey Avenue will be the main entrance to the campus, Dr. Feddersen asked if the Monterey Avenue entrance will receive its enhancements now since the entrance is closed or at some future time. Steve said, "Not now." The Cravens Student Center is a project that will go out to bid this summer. It will take about 18 months to build. It is located on one side of the Monterey Entrance corridor. In the fall, the College will start on the programming for a Communication Classroom Building that will be located at the Monterey Entrance across from the Cravens Student Center. After those two projects are up and the site work is complete, then the College will look into the enhancements for the Monterey Entrance. This may be three to four years out.

East Valley Modular Village: The East Valley Modular Village is still on schedule. There are a couple of critical issues. One is getting a "Will Serve" letter from the Coachella Valley Water District (CVWD). This "Will Serve" letter is a commitment from CVWD that they will service the campus. The College filled out the necessary paperwork with CVWD and it seems that CVWD has no real issues with it. The second issue is the College submitted site work for review and approval and one for the modular boxes. The College plan is to get the site work plan first and start the construction as early as this summer. A. McCandless asked if there was some hesitation about moving forward with the process to reach an agreement. S. Renew said that the Coachella Valley Water District has a cumbersome process that takes some time for review. Yes, there is some hesitation anytime the College is waiting for the Coachella Valley Water District to give the College permission to do something. CVWD has to look at the whole Panorama development at the new EVC location. The College had to explain to CVWD that our site was distinct and that it stands alone on its own, that the College would be funding the utilities and the College would be out there regardless of Panorama's ongoing growth development plan. This took several months rather than days and weeks. The College has been assured by CVWD that there are no further issues to go through. The College is waiting for the "Will Serve" letter from CVWD.

Project Status Report: N. Ramos suggested listing the projects step-by-step. W. Feddersen suggested grouping them by timeline. S. Renew will work on this and bring it back to the next meeting.

Schematic Map: The committee requested a schematic map of the campus indicating what is under construction. S. Renew will bring it to the next meeting.

Bond Project Financial Report

S. Renew reviewed the following financial reports from a PowerPoint presentation:

1. Total Project Expenditures of Measure "B"
 - a. 16% expended, \$55,931,129
 - b. 84% available, \$298,654,306
2. Project Matrix - College of the Desert refers to this document to make sure we are in compliance with the bond language. S. Renew said that he is continually working on a better way to present this matrix. S. Renew asked for any suggestions. W. Fredericks suggested that Steve continue updating the matrix with only current projects and then have a separate list for completed projects.
3. Project Expenditures – Reviewed numbers for budget, expenditures, balances and percent complete for the Measure B Bond projects as of May 31, 2008. W. Feddersen suggested changing the last column to "Percent of Budget" instead of "Percent Complete".

Comments:

Building/Classroom Renovation: \$2.3 million was spent to build the central annex including some site work and infrastructure. K. Feenstra compared the budget from the last report and he felt that the Classroom IT and the Building/Classroom Renovation budget numbers are reversed. S. Renew will check on this. S. Renew is confident with these numbers presented today because he checked them against the actual expenditures. There are a few other projects that K. Feenstra questioned. W. Fredericks requested that S. Renew and K. Feenstra meet after the meeting to review the projects in question.

W. Fredericks asked if there were any indications that the Nursing Building and the Public Safety Academy would go over budget. S. Renew said that both projects are moving along well and there are no indications of going over budget.

W. Feddersen asked, "Does the College have any policies, standards, and goals for energy conservation and translating that to facility minimum standards for construction where you really have some goals; or do you want to be a leader or just meet minimum standards of the State? What is the trust of the future for the District in terms on how you want to approach energy conservation? Do you want to be a Green campus and be in the forefront of all the colleges or do as minimum? Is there some policy that guides the planning and guides the staff as you work on it?" S. Renew said, "Yes. As new buildings come online, it is our intent that those designs to be LEED (Leadership in Energy and Environmental Design) silver. In the actual design of a building, the College also looks at what the State Architect and what the State looks for. The State has a minimum standard that is outlined in Title 24, which is how you make your buildings energy sufficient."

W. Fredericks asked if the funds available from the bond would cover the entire remodeling of the campus including east valley and west valley campuses. S. Renew said, "Yes." The College continues to seek additional funding from the State and adjust projects as the College moves forward.

N. Ramos asked, "As the economy changes each month, is the State a viable source?" Dr. Deas said that there is no funding freeze from the State.

W. Fredericks posed the following question to S. Renew; "Are you aware of any Bond funds that have been spent or committed for any project or purpose not covered or included in the language of the bond issue approved by the voters?" S. Renew responded: "No, I'm not."

W. Fredericks posed the following question to M. McGinnis; "Are you aware of any Bond funds that have been spent or committed for any project or purpose not covered or included in the language of the bond issue approved by the voters?" M. McGinnis responded: "No."

W. Fredericks complimented Steve Renew on his professionalism and his real desire to manage within the resources that he had available.

East Valley Center & West Valley Center Update

East Valley Center: The committee received four different renderings of the Modular Village for the East Valley Center provided by the architects for EVC (HMC Architects). S. Renew handed out to the committee members the East Valley Center site plan. The committee reviewed the renderings and site plan. The College is looking at offering classes in Spring 2009. The East Valley Center is located on Hwy. 62 and Buchanan Avenue.

K. Feenstra asked how tall the security fence around the center was. S. Renew did not know but would find out and report back at the next meeting.

W. Fredericks asked what would be the enrollment for this arrangement. S. Renew said that the College is striving for approximately 500 FTES (full-time equivalent student) for each semester. The center is built to that size of enrollment. Dr. Deas said that the College's ultimate goal is 5,000 FTES. It is important that the College tie in the development to the housing development and industrial development in that same area. The College does not want to get ahead of itself and over build. Over the next ten years, this campus will gradually develop. N. Ramos asked how the college will meet those numbers; on a volunteer basis or restrict it for people in certain zip codes to attend that campus. Dr. Deas said that he didn't think it would go that far. The division that the College is developing for east and west campuses is that they will have some similarity but each will have their own identity. There will be a combination of general studies and specific programs that serve the community well but equally could attract students from elsewhere in the valley just because they wanted to get into a particular program.

West Valley Campus: K. Feenstra asked if the land issue for the West Valley Campus in Palm Springs had been resolved. S. Renew said that the College is continuing to work with the City of Palm Springs for plans for the West Valley Campus and that the land issue is still part of the discussions with the City of Palm Springs. It may be that the City will buy the land from the Bureau of Land Management.

S. Renew will provide site plans for both East Valley Campus and West Valley Campus at the next meeting.

Reappointment/Appointment Process

There were four representatives of the Citizens' Bond Oversight Committee that their term will expire in September 2008 and are not eligible for renewal. They are Dr. William Feddersen (Senior Citizen Group Rep), Dr. Ward Fredericks (College Support Organization), Mr. Geoffrey Kling (Student Rep) and Ms. Marjorie A. Kussman (Taxpayers' Association Rep). The College is currently soliciting applications for their replacements.

And there were two representatives that their term will expire in September 2008 but are eligible to renew their term (two years). They are Mr. Ken Feenstra (Member At-Large – West Valley Representative) and Mr. Al McCandless (Business Representative). Both K. Feenstra and A. McCandless agreed to serve another term (two years).

Election of New Officers

Dr. Fredericks opened the floor for nominations for Chair and Vice Chair. K. Feenstra nominated Mr. Al McCandless and Dr. Fredericks nominated Mr. Noel Ramos. K. Feenstra retracted his nomination for Mr. Al McCandless for Chair. There were no other nominations for Chair. Nominations closed. The committee was all in favor for Mr. Noel Ramos as Chair. No opposed.

Dr. Fredericks opened the floor for nominations for Vice Chair. K. Feenstra nominated Mr. Al McCandless for Vice Chair, seconded by N. Ramos. There were no other nominations for Vice Chair. Nominations closed. The committee was all in favor for Mr. Al McCandless for Vice Chair. No opposed.

Future Agenda Items

- Tour the Campus
- Review Campus Plans
- Review Committee Responsibilities

Adjournment – Motion to adjourn at 4:20 p.m. by A. McCandless, seconded by N. Ramos. All approved. No opposed. Motion passed.

The next meeting is scheduled on Wednesday, September 17th, at 3:00 p.m. in the Foundation Board Room.