



DESERT COMMUNITY COLLEGE DISTRICT
College of the Desert

Citizens' Bond Oversight Committee Meeting
September 15, 2004
3:00 p.m. – 5:15 p.m.
Foundation Board Room
Minutes

Members Present: Ms. Sylvia Castellon-Calvache (Student); Dr. William Feddersen (Senior Citizen Group); Dr. Ward Fredericks (College Support Organization); Chief Gary Jeandron (Member At-Large – Palm Springs); Ms. Marjorie A. Kussman (Taxpayers' Association); Mr. Paul Magana (Business Representative); Ms. Marylou Marrujo (Member At-Large – East Valley)

In Attendance: Mr. Layne Arthur, Program Manager/Douglas E. Barnhart, Inc.; Mr. David Casnocha, Attorney at Stradling Yocca Carlson & Rauth and bond counsel; Ms. Robin Cotton, College of the Desert's Public Relations Office; Mr. Jim Gray, College of the Desert Trustee and President of the Board of Trustees; Mr. Jerry Patton, College of the Desert's Vice President, Administrative Services; Mr. Steve Renew, College of the Desert's Director of Maintenance and Operations; Mr. Jim Roth, UBS and investment banker for the bond issuances; Dr. Maria Sheehan, College of the Desert's Superintendent/President; Ms. Elaine Synder, College of the Desert's Purchasing; Linda Costagliola, College of the Desert Administrative Secretary/Recorder.

The meeting was called to order at 3:00 p.m. by Jerry Patton.

Individual and group photographs of the members of the committee were taken for the Oversight Committee webpage. Committee members were also asked to provide a brief biography for the webpage.

Introductions: Each member introduced themselves with a brief background.

Roles and Responsibilities of Committee:

David Casnocha of Stradling Yocca Carlson & Rauth authored the bylaws. He reviewed the bylaws with the committee, tab 4 of the handbook. Mr. Casnocha encouraged everyone to become familiar with the bylaws and terms.

Series 2004A

Jim Roth of U.S. Bank, the financial consultant to the college, gave out a handout regarding the Overview of the \$65 Million Series 2004A Bonds from UBS. Mr. Roth reviewed the first series bond sale.

Projects in Measure B

Layne Arthur of Doug E. Barnhart, Inc., the Program Manager for the college, reviewed the projects in Measure B and the projects to be completed under the first series bond sale.

1. Voice Over IP Phone System

2. Four (4) classrooms have been placed on campus. Two classrooms are located on the northeast corner (east annex) of the campus and the other two are located on the northwest corner (west annex). The west annex is used by the Nursing Program. These classrooms were purchased in June/July and in place in August before classes resumed August 30th. These modulars will be removed at the end of the Measure B projects.
3. Increase parking by adding new parking lots and pave existing gravel lots. Currently out to bid is the removal of palm trees for parking lot expansion. The new and paved lots run north and south along Monterey Avenue. The project is out to bid. In addition to those areas, there will be additional parking by the Velma Dawson house. The first phase includes storm drains, asphalt, paving and lighting. Phase 2 includes landscaping improvements to streetscapes. The Street Fair is active on weekends. They will be relocating to the northwest corner of campus on the new parking lots.

Jim Gray mentioned that the master plan for the front entrance was Fred Waring but could not do any development along this avenue, so we relocated it to a new area. Jim also mentioned that the Alumni Association Street Fair will be moved to the west-end corner of the campus and the College may consider moving the timeline of the Alumni Building into the Series 2004A projects.

4. Project planning/Design Status – Next three months.
 - a. Currently Request for Qualification for engineering services. Proposed new facilities, new water, sewage, and gas. Ring Road disruption during infrastructure.
 - b. Four (4) new modular buildings for Financial Aid, Center for Training and Development, and TRIO.
 - c. Parking Lot Landscaping is being designed by a landscape architecture, with conceptual drawings soon available for review. Landscaping improvements and median improvements are included in project.
 - d. Pool Complex Renovation. We are working with the City of Palm Desert to either renovate the pool or analyze the possibility of a new pool.
 - e. Campus Master Plan. The College engaged a master architect, tBP/Architecture, to develop a campus plan from the Educational and Facilities Master Plans, and to oversee the projects and architects in designing the future buildings. The campus plan is in the conceptual stage now and was developed after numerous meetings with faculty, staff and community. The campus plan will evolve and change over time, but this is the initial start of the plan.
 - f. Infrastructure Upgrade. The first major construction project is the infrastructure upgrade, crucial to start and have in place before the other projects are started. A Request for Quotes is being prepared to select a master planning infrastructure consultant.
 - g. Buildings. The first buildings are the Nursing/Allied Health, Public Safety Academy, a Learning Commons (student services and activities) and the Information Technology/Classroom building. A Request for Quotes is being prepared now to develop a pool of architects to design buildings. For each project, an architect will work with a design team composed of end-users and students.

A question was brought up if the architectural design will be consistent with all the other buildings already in place. The master architect will supervise the campus plan and historically preserve what is in place. A campus design standard and guidelines manual is being prepared to provide a guide for all projects.

Sylvia asked if the nursing buildings would have other resource areas in the buildings. There will be faculty and student teams that will meet to discuss the specific needs in that discipline.

5. Measure B Projects and Measure B Bond Language. Mr. Layne Arthur of the Douglas E. Barnhart Company, presented a document regarding the bond projects that cross-references the projects and the bond ballot language. Listed on top are projects that are being planned and along the left side are the ballot language items so that each project is related to the ballot language. The Committee will receive project updates and financial data on each project at each meeting. In addition, this data will be posted on the Citizen's Oversight Committee Webpage. The financial data will include budget, expenditures and balance of funds remaining to date for each meeting. The cost of each project will include all costs such as all planning, programming, construction and equipment.

A question was asked about the Dining Hall seismic retrofit listed on the cross-reference document. The College received state funding to do seismic renovation. The bond measure listed seismic renovation for all buildings and the consultants will validate the safety of all buildings, including the Dining Hall. It may be that the cost of the Dining Hall project can be done entirely with state funding.

6. Consultants. The College currently has two primary consultants. A master architect, tBP/Architecture, and Douglas E. Barnhart Company, a program manager. Since the College has no staff to dedicate full-time to the bond projects, a program manager was brought on board to assist with the massive number of projects in the bond measure. The program will be on-site and oversee the planning process, the bidding, and construction of all projects. All consultants are paid out of bond proceeds.

Committee

Appointment of Chair:

Dr. Sheehan has appointed Dr. William Feddersen as Chair. He's a long time member of higher education and past President of Mt. San Antonio College. Dr. Feddersen has accepted for a two-year term.

Election of Vice-Chair

Dr. Feddersen nominated Mr. Paul Magana as Vice-Chair. Mr. Magana has accepted for a two-year term. All members were in favor of Mr. Magana serving as Vice-Chair, unanimous vote.

Composition of Committee

In order to stagger terms and provide continuity of members, there will initially be two members with one-year terms and five members with two-year terms. After a drawing, the members and terms are:

Sylvia Castellon-Calvache – 1 Year
Dr. Bill Feddersen – 2 Years
Dr. Ward Fredericks – 2 Years
Chief Gary Jeandron – 2 Years
Marjorie A. Kussman – 2 Years
Mr. Paul Magana – 1 Year
Ms. Marylou Marrujo – 2 Years

Schedule of Future Meetings

The committee chose to have meetings quarterly, two each semester. It was decided that the next meeting would be on December 8th at 3:00 p.m. in the Foundation Board Room.

Comments from the Public: Dr. Feddersen mentioned that the COD planning is exceptionally well done in that the College has gone through a thorough planning process. It is particularly significant that the facilities master plan is connected to the educational plan. That's what drives our master plan. He

thanked the College for the matrix. The two master plans by college district are specific, detailed, includes enrollment, programs and budget.

Dr. Feddersen said that the "Comments from the Public" should be on the agenda at every meeting. It was discussed that the committee set a time limit for public comments. The Board allows three minutes and for a specific item 20 minutes during the Board of Trustees Meeting. A copy of the Board's policy will be provided to the committee. This will be an item at the next meeting.

Mr. Patton stated the College welcomed feedback from anyone or if anyone needed any information or clarification to contact him.

The meeting was adjourned at 5:15 p.m.