

Yosemite Community College District

Measure E Citizens' Bond Oversight Committee Meeting Minutes

YCCD Board Room
July 5, 2006, 6:00 p.m.

Members Present: Nick Cretan, David F. Geer, Gary R. Hampton, Luis I. Molina, Debbie Paffendorf, Betty Ann Prescott, Patrick J. Sweeney, Richard (Duke) S. York Jr.

Members Absent: Michael L. Gianelli, John H. Keiter, Steve Madison

Others Present: Andrew Paffendorf, Roger Gohring, Amy Gohring, Matt Kennedy, Marie Otaya, Mark Newton, Judy Lanchester, Richard Rose, Nick Stavrianoudakis, Teresa Scott, Graciela Molina (recorder)

1. Call to Order

Citizens' Bond Oversight Committee (CBOC) meeting was called to order by Chair Luis Molina at 6:02 p.m. in the YCCD Board Room.

2. Introduction of Members

Members on the Citizens' Bond Oversight Committee introduced themselves, three new members recently appointed to serve on the committee were present.

Chair Luis Molina reported that committee member Alfie Johnson resigned his position on the CBOC as he has accepted an interim position with Yosemite Community College District.

3. Approval of Minutes of April 5, 2006 Meeting

The meeting minutes of April 5, 2006 were approved with amended changes by the Citizens' Bond Oversight Committee. A motion was made by Betty Ann Prescott and seconded by David F. Geer. The motion carried with a vote of 8-0.

4. Comments from the Public

No comments from the public.

5. Election of Vice Chair

Mr. Duke York volunteered to serve as CBOC vice-chair. A motion was made to elect Mr. Duke York to the position of Citizens' Bond Oversight Committee vice-chair. The motion carried with a vote of 8-0.

6. Future Meeting Dates for 2007

Chair Luis Molina distributed a proposed meeting schedule for Fiscal Year 2006-2007. He informed the group that the meeting dates have been scheduled quarterly for the first Wednesday of the month. Gary Hampton made motion to accept the meeting dates as proposed, Vice Chair Duke York seconded the motion. The motion carried with a vote of 8-0.

7. Annual Report Draft Review

Prior to the meeting a second draft of the CBOC Annual report was distributed to members. Nick Stavrianoudakis informed the committee that edits to some of the articles were made as well as adding a few introductory paragraphs about the bond measure. A motion was made by Betty Ann Prescott and seconded by Debbie Paffendorf to accept the revised draft of the annual report. The motion carried with a vote of 8-0.

8. Review of Facilities Master Plan

Mark Newton, Program Director for Kitchell introduced two members on his team Matt Kennedy, Assistant Program Director; and Marie Otaya, Project Engineer. He presented a PowerPoint presentation that provided a general overview of the Program Management Plan (PMP). He stated that the purpose of the PMP was to provide clear communication and decision making, define projects and provide overall program schedule and budget information. He reported on bond process accomplishments to date and reviewed the components of the PMP: Executive Summary, Communications Plan, Decision Making, MJC Projects and CC Projects information, Master Budget, Master Schedule, and Terminology.

He reported on the design process and stated that most projects in Phase 1 are moving from the implementation plan phase to the programming phase. A second round of interviews has been completed to select architects for all of the Phase 1 projects except for the student center; architects have been selected and fees negotiated. He reviewed the steps in the design process: implementation plan, programming phase, schematic design phase, design development phase, detailed construction document phase, and a lengthy state approval phase where all projects are approved by DSA (Division of State Architects), followed by construction. Questions from the committee followed the presentation.

Vice Chair Duke York inquired about the bids coming in higher than projected between state approvals and the start of construction projects. Mark Newton stated that when this occurs based on a contract the District has with all of the architects there are three options, 1) the architect can go back and reengineer the project but keep within the scope; 2) elect to award the project and look for alternative ways to fund the project; or 3) not continue with the project. He noted that at each phase the budget is being analyzed and Kitchell is validating costs to each project, so that any cost overruns are not a surprise.

Gary Hampton asked if Kitchell has worked on design build projects and Mr. Newton responded that Kitchell does have design-build experience.

Mark Newton reported that the Founders Hall modernization was not being halted in response to a question from David Geer. Vice Chair Duke York reviewed the quarterly expenditure report and asked if there will be a savings on the secondary access road at Columbia College. Mark Newton confirmed that there would be saving on this project.

Debbie Paffendorf asked about future cost overruns and wanted to know if the funds would be coming from Measure E. Mark responded that the Board of Trustees would have to approve any budget revisions after discussions take place at the college. Vice Chair Duke York asked about the college contingency listed in the expenditure report, Mark Newton reported that when projects were rebenchmarked and new cost estimates were completed this process left approximately \$3.7 million unassigned, therefore it is listed as college contingency.

Prior to turning the meeting over to Vice Chair Duke York, Chair Luis Molina restated that the task of the CBOC is oversight of the bond expenditures. He stated that it is their undertaking as a committee to inform the public of their role and responsibility. He invited committee members to contact him or District staff when questioned of the status or concern with bond related projects/activities.

(Chair Luis Molina left the meeting at 6:35 p.m.)

9. Status of Property Acquisition for Calaveras Center

Mark Newton presented an update on the Calaveras Center. Columbia College is in the process of discussing two possible sites with two land owners. The Stelte property is a 23-acre property away from downtown, the other property is a 3-acre site downtown adjacent to the high school. The college has asked both land owners to prepare a proposal for their sites, to date only one proposal has been received for the Stelte property and awaiting a proposal from the second land owner. Kitchell will prepare an analysis for the Board of Trustees when the second proposal comes in.

Vice Chair Duke York asked if there was an estimate in the acreage that was needed for the Educational Center. Mark Newton stated that goal is to create a facility that would hold 500 FTE, is approximately 21,000 square/feet and added that they can build a center that holds 500-1000 students on 8 acres.

Betty Ann Prescott asked if the property is near the proposed route for the Highway 4 bypass and Mark Newton responded that a portion of the Stelte property is part of the new bypass. Further discussion ensued regarding this subject and Mr. Newton stated that he would keep the committee up to date on this matter. Vice Chair Duke York requested a status report at the next meeting.

10. Bond Expenditure Report

A copy of the YCCD Measure E Bond quarterly expenditure report was previously provided to the CBOC. Mark Newton stated that this report will be the standard report presented to the Board of Trustees and the CBOC. MJC has a budget of \$220.1 million with current year expenditures of approximately \$800,000 leaving an unencumbered balance of \$219.3 million. Columbia College has a budget of \$52.5 million dollars with current year expenditures of approximately \$400,000 leaving an unencumbered balance \$51.2 million. Central Services has a repayment of \$14 million in debt service, and quarterly expenditures for scheduled maintenance. The current budget for Central Services is \$53.5 million with current year expenditures of \$2.5 million, leaving a \$36.5 million unencumbered balance. Total district-wide projects are \$53 million, with \$17 million in expenditures and \$36 million unencumbered.

Vice Chair Duke York inquired about the general fund program wide line item as well as the reallocating of project savings. Mark Newton explained that charges to the general fund program wide line item encompass legal fees, aerial photography costs, things that are considered campus wide. Charges are assigned to this fund account and then a prorated division of the costs are charged back to the cost centers on a quarterly basis. He also stated that savings remain with the college and are transferred into a college contingency funds account. The college decide how the funds will be allocated, then forward their recommendation to the Board of Trustees for final approval. Kitchell's goal is to be conservative and save money for that rainy day.

11. Comments from Committee Members

David Geer asked for clarification regarding the discussion at the April 5th meeting related to the current AG facilities. Mark Newton reported central issue is that the Science Community Center and Great Valley Museum originally scheduled to tear down the building, but Kitchell is researching saving the building to use as possible swing/classroom space. He also informed the group that YCCD has applied for additional state funding, part of which is an application to fund a planetarium project. The main academic building and the adjacent warehouse building will likely be torn down. The greenhouse will either be salvaged or taken down as part of the AG Instructional

Building. Mark Newton stated that Kitchell's philosophy is that of sustainable architecture and look for opportunities to salvage.

Executive Vice Chancellor Teresa Scott introduced recently appointed MJC President, Dr. Richard Rose. He introduced himself to the CBOC and shared his experience with bond measures.

12. Adjournment

Betty Ann Prescott moved to adjourn the meeting and it was seconded by David Geer. The Citizens' Bond Oversight Committee meeting was adjourned at 7:00 p.m.

The next meeting of the Citizens' Bond Oversight Committee will be held on Wednesday, October 4, 2006, at 6:00 p.m., in the Yosemite Community College District Board Room.