

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

CITIZENS' BOND OVERSIGHT COMMITTEE

November 1, 2004
3:00 PM, Sam Karas Room, Library & Technology Center

Meeting Minutes

MEMBERS PRESENT: Ms. Barbara Canter
Ms. Christine Ferguson
Mr. Howard Gustafson, Jr.
Mr. Rick Heuer
Mr. Jay Hudson
Mr. Rick Johnson
Dr. Melvin Kline
Mr. David Lewis
Mr. Steven Vagnini
Mr. Ken White

ABSENT: None

STAFF PRESENT: Dr. Kirk Avery, Superintendent/President
Mr. Joe Bissell, Vice President for Administrative Services
Mr. Paul Emenhiser, Director of Information Systems
Mr. Steve Morgan, Director of Facilities
Ms. Vicki Nakamura, Assistant to the President

OTHERS PRESENT: Ms. Marilyn Gustafson
Mr. Charles Page

1. Call to Order

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:01 PM.

2. Public Comment

None.

3. Approval of Minutes

It was noted that under Item #9, a question was raised at the last meeting whether a college faculty member could serve on the Citizens' Bond Oversight Committee as a community-at-large member. It was explained that Education Code and the Committee's By-Laws prohibit an employee or official of the district from serving on the Committee; however, staff are welcome to share opinions during the public comment period.

It was moved by Mr. Gustafson and seconded by Mr. Johnson to approve the minutes of the September 13, 2004 meeting. Motion unanimously carried.

4. Committee Membership

Dr. Avery reported that the terms of four members, Rick Johnson, Melvin Kline, David Lewis and Steve Vagnini, would have expired November 1. He said he had contacted them regarding their interest in serving a second term. The Board subsequently reappointed each of them at the September Board meeting. Dr. Avery thanked the Committee for their participation and commitment during the past year.

5. Officers

Dr. Avery noted the By-Laws provide for the Superintendent/President to appoint the Chair of the Committee and he reported Jay Hudson had agreed to serve a second term as Chair. It was moved by Mr. Heuer and seconded by Mr. Lewis to nominate Howard Gustafson, Jr. to serve as Vice Chair. Mr. Gustafson's election was unanimously approved.

6. Accept Bills and Warrants Report

Mr. Bissell reviewed the list of payments from bond funds expended through September 30, 2004. It was moved by Dr. Kline and seconded by Mr. Lewis to accept the bills and warrants report. Mr. Heuer commented that the summary should note if a project has been completed and Mr. Bissell agreed to include this information in the future. Motion carried unanimously.

7. Annual Report for 2003-04

Mr. Hudson stated the Committee is required to complete a written annual report per the By-Laws for submission to the Board of Trustees. A draft annual report has been included with the agenda. He observed this is the initial year of the Committee's operation and this first draft report meets the requirement. Mr. Hudson asked the Committee for comments.

Dr. Kline offered support for a brief report. It was moved by Mr. Lewis and seconded by Mr. Gustafson to approve the report for presentation to the Governing Board. The motion carried unanimously.

8. Update on Facilities Projects

Dr. Avery reported property at the former Fort Ord had been conveyed to the College for a satellite center. He noted the significance of these 25 acres to the College's future and indicated the satellite center facilities are included in the bond program. Mr. Bissell added that \$4.2 million of the first phase of bond funding had been allocated to the College's Fort Ord projects. He expected the next step will be to hire the project architect.

Mr. Bissell continued with the update. He stated \$3.7 million had been spent on "early start" projects. There were still minor heating/ventilation and sidewalk safety items to complete. He then provided the status of several projects.

Child Development Center

Mr. Bissell stated Wald, Ruhnke and Dost were selected as the architect for the project and they are working on preliminary plans. Construction is expected to begin in 2006.

Furniture and Equipment

Mr. Bissell said \$1 million had been set aside in each of the phases for furniture and equipment. The College was currently assessing its greatest needs in this area.

Old Library

Mr. Bissell said a conceptual plan was finalized and state funding will be released in July 2005. The next step will be to hire the architect and get started on drawings.

Athletic Facilities

Mr. Bissell stated the architects had obtained cost estimates for the project. He noted the cost of steel and cement had increased significantly. It was necessary for the project team to do value engineering to stay within budget. The next phase will be completion of working drawings. The first phase of construction is expected to begin in Summer 2005.

Swing Space

Mr. Bissell reported the District is looking at ways to save money with swing space by devoting dollars to buildings that will remain on campus. A physical master site plan will be completed before the end of the semester that will cover planning for future phases.

Consultants

Mr. Bissell noted six different firms have been selected to comprise the architect pool for bond projects; Kleinfelder was selected to provide geohazard services; and EMC Planning retained to prepare environmental documents to comply with CEQA (California Environmental Quality Act) requirements. He noted that when the campus site plan is finished, the CEQA documents will be completed.

Mr. Hudson asked about the phasing of parking. Mr. Bissell responded the physical master site plan covers future phases of the bond. Student parking will be limited to the west side of campus with parking on the east side being designated for disabled students, visitors, faculty and staff. He continued that 300 parking spaces will be added, noting that spaces are always available in parking lot A and by the Dance studio.

Mr. Vagnini inquired when the Early Start projects will be completed. Mr. Bissell responded that most of the projects have been accomplished. He said the consultant had just been hired for \$25,000 to do the CEQA documents. The Lecture Forum project was on hold until the campus determines what to do with the building. The original plan was to divide Lecture Forum 103 into three classrooms; however, it may remain as a 275-seat classroom to support the Math Science renovation.

Mr. Vagnini noted the first bond issuance was for \$40 million and asked when the next issuance would be. Mr. Bissell explained that 85% of the first issuance must be expended before the next issuance; he estimated the next issuance to be three years from now. Mr. Vagnini observed that the issuance is based on the current valuation, thus, the rate could come down, theoretically. Mr. Bissell concurred, noting that the rate of the first issuance was under 5%.

9. Meeting Schedule

The meeting dates of March 7, June 13, August 8, and November 7 (annual organizational meeting) were proposed for 2005. It was moved by Mr. Johnson and seconded by Mr. Lewis to set these meeting dates. Motion carried unanimously.

10. Suggestions for Future Agenda Topics

A question was asked about how to inform the public about bond activities. Press releases and publishing the annual report on the website were suggested. Mr. Bissell reported that a website was being developed for bond information. He said that the College will also purchase newspaper advertising to provide project information when the physical master site plan is approved by the Board. Mr. Hudson advised that when the site plan is approved, information on both the site plan and annual report could be provided at that time.

11. Adjournment

The meeting was adjourned at 3:25 pm.

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