

# MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

## CITIZENS' BOND OVERSIGHT COMMITTEE

November 6, 2006

2:00 PM – Committee Tour of Campus Facilities Projects  
3:00 PM – Sam Karas Room, Library & Technology Center

### Meeting Minutes

MEMBERS PRESENT: Mr. Howard Gustafson, Jr.  
Mr. Rick Heuer  
Mr. Jay Hudson  
Mr. Rick Johnson  
Dr. Melvin Kline  
Ms. Eleanor Morrice  
Mr. Leon Stutzman  
Mr. Steven Vagnini  
Mr. Ken White

ABSENT: Mr. David Lewis

STAFF PRESENT: Mr. Joe Bissell, Vice President for Administrative Services  
Dr. Douglas Garrison, Superintendent/President  
Ms. Vicki Nakamura, Assistant to the President

OTHERS PRESENT: Mr. Joe Demko, Kitchell CM

The Committee convened at 2:00 PM for a tour of campus bond projects.

#### 1. Call to Order

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:00 PM by Chair Hudson.

#### 2. Public Comment

None.

#### 3. Committee Membership Update

Dr. Garrison noted that four members, Rick Johnson, Melvin Kline, David Lewis, and Steven Vagnini had just completed their tenure on the Committee, having served two consecutive terms. As a result, there were vacancies for representatives of the business community, a senior citizens' organization, and a college support group. Applicants were solicited to fill these membership openings and Dr. Garrison expected the Board of Trustees to approve several appointments later in November.

Dr. Garrison recognized Mr. Johnson, Mr. Lewis, Dr. Kline, and Mr. Vagnini for their service on the Citizen's Bond Oversight Committee. Each (with the exception of Mr. Lewis who was not in attendance) was presented with a framed resolution of appreciation from the Board.

**4. Officers**

Dr. Garrison informed the Committee that Howard Gustafson had agreed to serve as chair for the next year. Dr. Garrison thanked Jay Hudson for his leadership as chair of the Committee since its inception and presented him with a resolution of appreciation for his service.

Nominations were opened for vice-chair. Rick Heuer was nominated by Ken White, seconded by Mr. Gustafson. The vote was unanimous in support of Mr. Heuer's election.

**5. Approval of Minutes**

It was moved by Mr. Hudson and seconded by Mr. White to approve the minutes of the August 8, 2006 meeting. Dr. Kline requested that the minutes be corrected to indicate his absence at the meeting. With the correction made, motion carried unanimously.

**6. Accept Bills and Warrants Report**

Mr. Bissell reviewed the report. He directed the Committee's attention to the expenditures for the Child Development Center Project. Mr. Bissell explained that the project budget includes approximately \$700,000 from the bond, with the remainder being state funded. The large credit of \$287,000 reflects expenses that were initially charged to bond funds and then reallocated to the state funded project account. These expenses will be submitted to the state for reimbursement. He added that the expense of \$19,000 for the period also will be billed to the state.

Mr. Bissell also noted the expenses listed under General Institutional Bond management include the purchase of office supplies as the contract is based on time and materials.

It was moved by Mr. White and seconded by Mr. Hudson to accept the bills and warrants report. Motion carried unanimously.

**7. Bond Expenditure Status Report**

Mr. Bissell reviewed the July, August, and September reports. He cited three large projects that would soon be underway: campus infrastructure, the old library renovation, and demolition of facilities at the former Fort Ord. Mr. Bissell stated that bids on the campus infrastructure upgrade were due November 15, with construction estimated at \$20,000,000. Regarding the old library renovation, final drawings were being completed for submission to the Division of State Architect in December; bidding would occur in May-June.

Mr. Heuer observed that the campus infrastructure project was budgeted at \$13.4 million, which was less than the projected construction cost. Mr. Bissell said the budget would be exceeded due to increased costs. As an example, he cited the \$1 million cost to renovate the pedestrian bridge.

**8. Annual Report for 2005-06**

Mr. Gustafson stated the Committee is required to complete a written annual report for submission to the Board of Trustees. A draft annual report was included with the agenda for the Committee's consideration. Mr. Bissell distributed revised pages 7 and 8, the financial reporting section of the annual report. He explained expenditure figures were revised to reconcile with the bills and warrants report. Total expenditures for the year were \$15,302,163; 33% of bond funds have been expended as of September 30.

Mr. Bissell mentioned that the bond principal amount was \$40 million, but with interest and refinancing revenue, the total amount has increased to \$45.7 million. He noted that the

interest earned had been planned to cover bond program management costs, and the amounts appear to be balancing out.

Motion to approve the annual report with the revised financial pages was made by Dr. Kline and seconded by Mr. White. Motion carried unanimously.

#### **9. Update on Facilities Projects, Timelines and Schedules**

Mr. Demko, the college's bond program manager, reported he would prepare a master schedule of projects for the next committee meeting. He reviewed the specific facility projects.

##### Stadium

Mr. Demko stated the bleachers were the next item to be installed at the stadium. Completion of the entire stadium project is expected in February 2007.

##### PE Fitness Building

This project started in July 2006. Mr. Demko reported there were soil issues that required installation of a shoring system to mitigate. He said the building will be finished by the end of July 2007, with move-in to occur before the fall semester.

##### Satellite Center (Fort Ord)

Mr. Demko stated the CEQA study was on hold while an issue with a neighboring development was resolved. Dr. Garrison explained that the college's site at Imjin Parkway was bisected by Third Avenue and 70% of the traffic from the nearby Cypress Knolls senior housing project would be exiting at Third. Discussions were underway with City of Marina planning staff to review alternatives. Dr. Garrison said an update would be provided at the next meeting.

Chair Gustafson asked about the possibility of a wider thoroughfare and noted that different phases of the project may have varying impacts. Dr. Garrison said the college was looking at a variety of options. He stated the importance of considering the long-term needs and interests of students in the resolution.

##### Public Safety Training Center (Fort Ord)

The three relocatable buildings were installed at the site at Col. Durham Road in Seaside. The installation will be completed by the end of December. Mr. Demko noted the public safety programs are currently housed in the old library building. When these programs move to the Col. Durham site, work can begin on the old library building renovation. He said the goal was to maximize the use of existing space to avoid incurring additional costs with swing space.

Mr. Demko mentioned the college plans to use the same approach as the Monterey College of Law in renovating the existing building on the Col. Durham site. The Division of the State Architect is requiring structural testing since there are no building plans available from the Army.

##### Infrastructure

Mr. Demko said bids for this project are due on November 14. He noted 183 contractors/subcontractors were contacted. Upgrade and installation of infrastructure will be a two-year program to minimize the impact on the college's instructional program. Mr. Demko indicated there are concerns about the project's impact on parking.

Building Standards Committee

This committee continues to meet. The current focus is on furniture.

Facilities Master Plan Reworking Committee

Mr. Demko reported this committee has been meeting weekly to prioritize facilities projects. Factors being considered include efficiency, actual/realistic costs, state funding, and escalation.

Student Center Renovation

Students will be surveyed regarding this project. The bond budget for this project is \$4.7 million.

Child Development Center

Mr. Demko stated that work is going well. The site has been raised eight feet with fill from the stadium project. The footings have been poured.

Old Library

This renovation is a 50% state funded project. Construction is expected to take 12-14 months.

Student Services Building

Mr. Demko reported this new building would provide 11,000 assignable square feet out of 21,000 gross square feet. The project team is looking at options to maximize the assigned square feet. There is also a concern about the building's location having a negative impact on parking. Mr. Bissell elaborated that a primary concern is to minimize disruption to students. He added that the disparity between assignable and gross square feet indicates the building is inefficient; improving the efficiency will lower project costs.

Business/Math Building and Music/Theater Project

Final Project Proposals (FPP) for these two projects were submitted to the Chancellor's Office last July. Although the state funds only one FPP per year, the College submitted two FPPs to maximize the possibility of state funding approval. Mr. Bissell commented that the college did not have any projects that would receive state funding under Proposition 1D. However, he added the state bond would allow other community college projects to proceed, making it possible for MPC's projects to be approved for future state funding.

**10. Meeting Schedule**

The meeting dates of March 5, June 11, August 6, and November 5 (annual organizational meeting) were proposed for 2007. Motion to approve the proposed meeting schedule was made by Mr. Hudson and seconded by Mr. Johnson. Motion carried unanimously.

**11. Suggestions for Future Agenda Topics and Announcements**

There were no suggestions for future agenda topics.

**12. Adjournment**

The meeting was adjourned at 3:40 p.m.