

# CITIZENS' BOND OVERSIGHT COMMITTEE

## MINUTES

JUNE 10, 2014

3:30 P.M. – 5:00 P.M.

EAST VALLEY CENTER, INDIO  
45-524 Oasis Street, Indio CA  
Classroom 101

<b>ATTENDEES</b>	<p><u>Members:</u> Mr. Lawrence M. Cohen, (Business Representative); Mr. Kenneth Eklund, Vice Chair (Senior Citizen Group Representative); Mr. Chris Escobedo, (Taxpayers' Association Representative); Mr. Geoffrey Kiehl, Chair (Member At-Large – East Valley); Ms. Brenda Valdez (Student Representative); Mr. Larry Spicer (College Support Organization); Mr. William H. Waldron (Member-At-Large West Valley)</p> <p>Mr. Steve Renew, College of the Desert's Director of Facilities Services; Mr. Mac McGinnis, Bond Program Manager from EIS Professionals; Linda Costagliola, College of the Desert; <del>Aurora Wilson, College of the Desert's Board of Trustee</del>; Joel L. Kinnamon, Superintendent/President</p> <p>Recorder: Linda Costagliola Minutes Approved: 12/9/14</p>
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Committee Members toured the facilities at East Valley Campus, Indio.

### Agenda topics

#### 1. CALL MEETING TO ORDER

GEOFFREY KIEHL

<b>DISCUSSION</b>	<p>G. Kiehl called the meeting to order at 3:30 p.m.</p> <p>L. Costagliola called the roll:</p> <p>Present:</p> <ul style="list-style-type: none"> <li>Larry Cohen</li> <li>Ken Eklund</li> <li>Chris Escobedo</li> <li>Geoffrey Kiehl</li> <li>Larry Spicer</li> <li>Brenda Valdez</li> <li>William Waldron</li> </ul>	
<b>CONCLUSIONS</b>	The committee had a quorum.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None		

#### 2. COMMENTS FROM THE PUBLIC

GEOFFREY KIEHL

<b>DISCUSSION</b>	There were no public comments.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None.		

3. APPROVAL OF MINUTES

GEOFFREY KIEHL

<b>DISCUSSION</b>	January 14, 2014 meeting minutes and March 11, 2014 meeting minutes were not available.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Add item to the agenda for September 9, 2014 Meeting	Linda Costagliola	9/9/14

4. INFORMATION

LISA HOWELL & STEVE RENEW

<b>DISCUSSION</b>	<p>Follow up on a few items requested from previous meetings:</p> <p>S. Renew reviewed with the committee the timeline for the District's Capital Improvement Program. Projects included Applied Sciences Building, Athletics Facilities, Central Campus Redevelopment, Child Development Center, Communication Building, Indio Education Center, Monterey Entrance, Stagecraft Shop, Visual Arts Building, Wayfinding and West Valley Campus, Palm Springs.</p> <p>L. Howell reported that the college met its initial enrollment goals for the East Valley Campus, Indio. There were 2,233 enrollments. The college did not experience a drop in enrollments from moving to the new location from Monroe Street that the college is aware of.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None.		

5. BOND PROJECTS UPDATE  
& BOND PROJECT FINANCIAL  
REPORT

MAC MCGINNIS & STEVE RENEW

<b>DISCUSSION</b>	<p>M. McGinnis and Steve Renew reviewed the following items from a PowerPoint presentation:</p> <p><b><u>Project Status Reports – Current Projects:</u></b></p> <p><b><u>Central Campus Redevelopment (Project in Design)</u></b>          Architect: LPA Architects          Construction Manager: ProWest          Project Square Footage: 66,526 sq. ft.          Construction Start: Pending          Targeted Completion: Pending          Total Project Budget: \$37,550,000          Project Update:  <ul style="list-style-type: none"> <li>• Decisions and direction pending from Administration</li> </ul>         Sustainable Features:  <ul style="list-style-type: none"> <li>• Will be minimum LEED Silver certified</li> </ul> </p> <p>Complete renovation of 4 buildings (Liberal Arts, Administration, Hilb and Building C) and the central campus fountain plaza (Courtyard). The renovations will prepare spaces to consolidate all administrative functions together and return the Hilb Learning Resource Center/Library to its central role as a research, study and tutoring facility.</p> <p><b><u>Athletic Facilities (Project in Construction)</u></b>          Architect: LPA Architects          Construction Manager: ProWest          Project Square Footage: 26,840 sq. ft.          Construction Start: Fall 2012-2013          Targeted Completion Phase 1: Summer 2014          Targeted Completion Phase 2: Fall 2014          Total Project Budget: \$24,065,238          Construction Budget: \$19,081,410          Expenditures to Date: \$17,433,946          Project Update:          Gymnasium  <ul style="list-style-type: none"> <li>• Continued forms and reinforcing steel at retaining wall, south gym elevation</li> </ul> </p>
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- Completed electronic door hardware
- Painting interior walls commenced (scope change)
- Cleaning existing CHW line to gym continues
- Concrete paving west site-work continues

#### Kinesiology Building

- Exterior door electronic lockset installation and programming continues
- Weight equipment move-in complete (old gym equipment moved to Room 101, Kinesiology)
- Office files and check-in station at Room 101 complete
- Potential TRX machine changes

#### Old Gymnasium

- COD salvage at old gym complete
- Power shut-down and safe-off complete
- Domestic and fire water terminated
- Abatement job walks complete (Interior Demolition; Brickley; Janus)
- Phase 2 temporary construction fence installed
- Preparations for demolition commenced

#### Sustainable Features:

- Will be minimum LEED Silver certified

New gymnasium, team rooms, restrooms, shower/locker rooms and maintenance facilities for the Physical Education and Athletics programs, as well as renovation of an initial structure to accommodate weight training, multipurpose rooms and faculty/staff offices for the Physical Education and Athletics programs for the campus. New tennis facilities and athletics quad.

### **Applied Sciences (Project in Construction)**

Architect: HGA Architects

Construction Manager: Gilbane

Project Square Footage: 21,741 sq. ft.

Construction Start: Summer 2013

Targeted Completion: Fall 2014

Total Project Budget: \$12,381,000

Construction Budget: \$8,781,000

Expenditures to Date: \$8,851,567

#### Project Update:

##### Ag Building

- Repair of door lock to Room 103 commenced
- Landscape restoration complete
- Controller for HVAC ordered and installation scheduled

##### Applied Sciences Building

- Installation of rough plumbing and electrical continues
- Installation of transformers and switch gear continues
- Installation of window frames and glass continues
- Punch list for POT complete
- Replacement of cracked concrete at North Annex scheduled

#### Sustainable Features:

- Will be minimum LEED Silver certified

This project encompasses both the Agricultural Sciences, which will be renovated along with a new Greenhouse and Lath House, and a new Applied Sciences building that will be home to the HVAC, Drafting, Construction Technology, Natural Resources, classrooms and Labs. The Dean and Facility offices will also be in this building.

### **Child Development Center (Project in Construction)**

Architect: HMC Architects

Construction Manager: None

Project Square Footage: 10,314 sq. ft.

Construction Start: Summer 2013

Targeted Completion: Spring 2014

Total Project Budget: \$6,274,000

Construction Budget: \$4,640,078

Expenditures to Date: \$5,466,902

#### Project Update:

- Contractor work on punch list items continues
- Building Commissioning continues
- Planting, landscaping and hardscape complete
- Schedule final punch with kitchen consultant executive
- Owner punch list walk conducted
- DSA closeout documentation continues

#### Sustainable Features:

- Will be minimum LEED Silver certified

### **Stagecraft Shop (Project in Design)**

Architect: PMSM Architects  
Construction Manager: None  
Project Square Footage: 3,346 sq. ft.  
Construction Start: Fall 2013  
Targeted Completion: Spring 2014  
Total Project Budget: \$2,150,000  
Construction Budget: \$1,610,773  
Expenditures to Date: \$1,798,291  
Project Update:

- CCD #4 Approved
- Final fire alarm test. IOR submitting closeout documentation complete
- Final punch corrections by aTEN Construction in process
- Owner has requested additional circuitry for wood working equipment

New facility that directly supports Theatre Arts functions held on campus. Spaces include a scenery workshop, full costume shop, makeup studio with cast changing facilities, and music/vocal practice rooms. This is a pre-manufactured facility.

College is currently working with the City of Desert Hot Springs on a location for a campus, and working with Sunline Transit for a direct route from Desert Hot Springs to the Palm Desert Campus including a reduce rate for a bus pass for students.

### **4 Week Look Ahead Schedule for 05/28/14 to 06/25/14**

This information was provided so that everyone could see what is going to happen over the next four weeks on the campus.

### **Financial Report**

#### Project Allocations Budget

- Completed Projects:
  - Bond + Other Budget: \$114,843,061
  - Bond + Other Expenses: \$114,843,061
- Current Projects – Ongoing:
  - Bond + Other Budget: \$254,461,068
  - Bond + Other Expenses: \$165,276,167
  - Balance: \$89,184,901
- Future Projects:
  - Bond + Other Budget: \$32,200,000
  - Bond + Other Expenses: \$25,630
  - Balance: \$32,174,370
- Contingency
  - Bond + Other Budget: \$1,721,850
- Bond Management & Other Fees:
  - Bond + Other Budget: \$24,649,879
  - Bond + Other Expenses: \$23,283,809
  - Bond Balance: \$1,366,070
- Total Summary of Projects Bond + Other Budget: \$427,875,858
- Total Summary of Projects Bond + Other Expenditures: \$303,428,666
- Total Summary of Projects Bond + Other Balance: \$124,447,192
- Funding Sources:
  - Bond Series "A" - \$65,000,000
  - Bond Series "B" - \$57,850,000
  - Bond Series "C" - \$223,648,444
  - State - \$3,144,000
  - RDA - \$38,752,400
  - Interest - \$30,000,000
  - Refunding - \$7,500,000
  - Foundation - \$400,000
  - Rebates - \$1,331,031
  - Surety - \$249,984
  - TOTAL Funding Sources: \$427,875,858
- Deferred Projects
  - Total Deferred Projects: \$47,013,440

**Upcoming Events:** No events currently scheduled.

	S. Renew announced that he would be retiring at the end of June and this would be his last meeting. The committee members wished him well and thanked him for his professionalism and it was a pleasure to work with him.	
<b>CONCLUSIONS</b>	<p>G. Kiehl posed the following question to M. McGinnis and S. Renew; "Are you aware of any bond proceeds that were expended for purposes other than those set forth in Measure B?" M. McGinnis responded, "No." Steve responded, "No."</p> <p>G. Kiehl posed the following question to M. McGinnis and S. Renew; "Are you aware of any bond proceeds that were expended for any teacher or administrative salaries of the college or for other operating expenses?" M. McGinnis responded, "No." S. Renew responded, "No."</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None.	Steve Renew	ASAP

6. REAPPOINTMENT/  
APPOINTMENT PROCESS

LISA HOWELL

<b>DISCUSSION</b>	L. Cohen, Business Representative; K. Eklund, Senior Citizen Group Representative, Chris Escobedo, Taxpayers' Association Representative; Larry Spicer, College Support Organization Representative and William Waldron, Member-At-Large, West Valley Representative are eligible to renew for another term and they have agreed to serve another two-year term. B. Valdez', Student Representative, term has ended. The committee members thanked Ms. Valdez for serving on this committee and wished her well.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Contact Director of Student Life for a new student representative	Linda Costagliola	ASAP

7. FUTURE AGENDA ITEMS

GEOFFREY KIEHL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Election of Officers</li> <li>Schedule of Future Meetings: Proposed dates are December 9, 2014, March 10, 2015, June 9, 2015 and September 8, 2015.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Add agenda items to the agenda for the next meeting.	Linda Costagliola	12/10/13
Meeting adjourned at 4:20 p.m. by a motion from K. Eklund, seconded by C. Escobedo. All Approved. No Opposed. Motion Passed.		