



**REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE**

**Tuesday, May 18, 2004**

**MINUTES**

Prior to the regular meeting, Gary Nellesen, Director, Facilities Planning & Management; Randy Hartman, Vice President, Bovis Lend Lease; Rosanne Bader, Member, College Board of Trustees; and Committee members Lina Ledford, Richard Malooly, Barbara Price, Don Sachs, and Roy Test took a walking tour of the Welding and Air Conditioning Technology Building, the Language Center/Health Careers Center, the Energy Conservation Central Plant, and the renovation work being done on the pool.

**CALL TO ORDER**

The regular meeting of the Mt. San Antonio College Citizens Oversight Committee was called to order at 6:00 p.m., on Tuesday, May 18, 2004.

**CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT**

Marlen Garcia	Lina Ledford
Edward Lo	Armando Macedo (arrived at 6:10 p.m.)
Richard Malooly	Barbara Price
Don Sachs	Mike Spence
Roy Test	

**CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT**

Laurie Marshall  
Becky Meza

**STAFF PRESENT**

Christopher C. O'Hearn, President  
Nancy Rice, Vice President, Administrative Services  
Gary Nellesen, Director, Facilities Planning & Management  
Randy Hartman, Vice President, Bovis Construction  
Diana Casteel, Executive Assistant to the President and Board of Trustees

**GUESTS PRESENT**

Fred Chyr, President, Board of Trustees  
Rosanne Bader, Member, Board of Trustees

Manuel Baca, Member, Board of Trustees  
Nancy Jones, PFM Asset Management  
Elena Zaretsky, PFM Asset Management

## 1. APPROVAL OF MINUTES

It was moved by Don Sachs, seconded by Marlen Garcia, to approve the minutes of the February 3, 2004, meeting. Motion unanimously carried.

## 2. PUBLIC COMMENTS

None.

## 3. INVESTMENT REPORT

Vice President Rice began by stating to the Committee members that the College is managing both the physical and fiscal portions of the bond program. She said that at last month's Board meeting, the Board of Trustees approved an agreement with Public Financial Management (PFM) to provide investment management services for the District's 2001 Election Bond funds, and authorized the Los Angeles County Treasurer to invest Bond funds per PFM's recommendation.

Vice President Rice introduced Nancy Jones and Elena Zaretsky, from PFM, a firm that has been managing public agency funds since 1980. In their report, Ms. Jones said PFM manages \$13.6 billion of public agency funds nationwide and \$3.5 billion in California. Using bond funds, PFM has recommended an investment strategy for the College that would show a return of 2.30% on funds not immediately needed for construction. Currently the College receives 1.41% from the Los Angeles County Pooled Investment Fund (LACPIF). Though not guaranteed, this could generate an additional \$980,711 in earnings over using LACPIF as an investment vehicle for the remainder of Series A and Series B funds. The County Treasurer will not actually allow the College to take the bond money out of the County pool, but they are willing to execute the trades requested by PFM on behalf of the College. Vice President Rice pointed out that the College is currently the only educational institution in Los Angeles County that is managing its funds in this manner.

Chairperson Price commended Vice President Rice for recognizing this revenue producing opportunity for the College and pursuing it.

## 4. NEWSPAPER ARTICLE

Chairperson Price distributed copies of an article appearing in the May 3, *San Gabriel Valley Tribune* related to construction occurring on campus. She said the article was very well done with a positive tone about the College's construction projects.

## 5. UPDATE ON PROJECTS

Gary Nellesen gave a brief update on the following projects:

- *Language Center and Health Careers Center.* Construction is approximately 75% complete. Expected completion is July 2004. The project is on schedule and on

budget. Completion of the Student Health Services portion of this project is projected to be December 2004.

- *Campus-wide Energy Conservation-Phase 2.* Construction is 99% complete. This project is on budget and on schedule. When this project is completed, the College expects to see a 35% reduction in energy costs. Equipment testing is ongoing and is expected to be fully operational by August 2004.
- *Athletic Fields.* This project provides new and improved athletic facilities/fields for championship competition. It also provides expanded parking for additional cars adjacent to the athletic playing fields. Project construction began in December 2003, and is 40% complete.
- *Welding and Air Conditioning Technology.* The project just began in November and is 40% complete. There have been some delays due to weather and some redesign work. The project is on an accelerated schedule to recover the time delay. Structural steel work is scheduled to begin in June. Expected occupancy is August 2004.
- *Campus Infrastructure.* The College has done an excellent job of completing necessary infrastructure work. This work includes water, sewer, and electrical.
- *Science Buildings.* The Board of Trustees has approved the bids for the South Science Building; however, the Board did not accept the bids for the North Building, which were much higher than anticipated. The College is proceeding very cautiously. It is not the intent of the administration to go significantly over budget and possibly jeopardize other programs. As a result, we are reviewing options to determine the best way to deliver quality programs to students.
- *Campus-Wide Improvements (Project #17).* Mr. Nellesen reviewed progress being made on several smaller projects – Music Expansion, Pool mechanical system repairs, Staff Center remodel, and the Art Center remodel.
- *Projects in the Design Phase.* Classroom Modernization Project (remodel of the science building, chemistry building, and the social sciences building), Design and Online Technology, and renovation of the Student Services Center.
- *Master Plan Update.* The College is working with the AC Martin architectural firm to revise and add depth to the College's current master plan. When this is finalized, it will be shared with the Citizens Oversight Committee.

Mr. Nellesen shared some of the challenges the College is facing related to the construction projects. Because so many colleges and school districts have passed bond measures, the construction industry is very busy. As a result, the College is working to make projects more attractive to bidders by providing quality bid documents and marketing projects to contractors to induce competition into the bidding process. The College also enjoys an excellent reputation for paying its bills on time.

## 6. NEXT MEETING

The next meeting will be held on Tuesday, August 17, 2004, at 5:30 p.m. A tour will be scheduled at 4:30 p.m., for those interested in attending.

**7. ADJOURNMENT**

It was moved by Don Sachs, seconded by Edward Lo, to adjourn the meeting at 6:52 p.m.  
Motion unanimously carried.

CCO:dc