



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE

Tuesday, November 28, 2006

MINUTES

Prior to the regular meeting, Gary Nellesen, Director, Facilities Planning & Management; Randy Hartman, Vice President, Bovis Lend Lease, John Beckton, Senior Project Manager, Bovis Lend Lease, Steven Yip, Project Manager, Bovis Lend Lease; and committee members Marlen Garcia, Miguel Del Mundo, David Fierro, Sylvia Mendoza, and Don Sachs toured Founders Hall. Joining the tour were Vice President Mike Gregoryk, Board Vice President Manuel Baca, Student Trustee Gisselle Regalado, and Executive Assistant Diana Casteel.

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, November 28, 2006.

CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT

Miguel Del Mundo	David Fierro
Marlen Garcia	Laurie Marshall
Sylvia Mendoza	Don Sachs
Drexel Smith	Sally Wieck

CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT

Mei Lien Chang	Jim Grivich
Jackson Wen	

STAFF PRESENT

Christopher C. O'Hearn, President/CEO
Mike Gregoryk, Vice President, Administrative Services
Gary Nellesen, Director, Facilities Planning & Management
Randy Hartman, Vice President, Bovis Lend Lease
Diana Casteel, Executive Assistant to the President and Board of Trustees

GUESTS PRESENT

Manuel Baca, Vice President, Board of Trustees
Gema Ptasinski, Vicenti, Lloyd, Stutzman
Dan Warden, Vicenti, Lloyd, Stutzman

1. APPROVAL OF MINUTES

Sally Wieck asked for clarification on page 6 of the minutes. In the third paragraph addressing the College's plan for spending monies, she asked if that was a 2-to 2½-year plan. It is, and the minutes will be changed for clarification.

It was moved by Don Sachs, seconded by Sylvia Mendoza, to approve the minutes of the August 8, 2006, meeting, as corrected. Motion unanimously carried.

3. WELCOME

Chair Garcia welcomed Board of Trustees Vice President Manuel Baca to the meeting and congratulated him on his recent appointment as Interim President of Rio Hondo College.

4. PUBLIC COMMENTS

None.

5. FINANCIAL & PERFORMANCE AUDIT REPORTS

Mike Gregoryk, Vice President, Administrative Services, introduced Gema Ptasinski and Dan Warden from the audit firm of Vicenti, Lloyd, Stutzman LLP who provided a review of the fourth performance and fiscal audits of the Bond projects. The reports were for the year ending June 30, 2006.

In presenting the performance audit, Mr. Warden noted that the opinion was an unqualified opinion. He said that, based on the procedures they performed, the College has properly accounted for the expenditures of the funds held in the Construction Fund and that such expenditures were made on authorized Bond projects. Mr. Warden pointed out that the performance audit is for Measure R funds only and does not include State monies used for any of the building projects. There were no reportable conditions or material weaknesses noted related to compliance or internal controls over financial reporting.

Committee member Smith asked if the projects listed on page 5 of the performance audit line up with what was presented to the voters. Vice President Gregoryk said a number of projects were identified for the voters, as noted on the list; however the College has done a large amount of work on the campus infrastructure, as noted in Project 17.

Mr. Smith said the charge of the Citizens Oversight Committee is to review and report to the public on the proper expenditure of taxpayers' money. Vice President Gregoryk said that, at the last Board of Trustees meeting, the Board received a report of what was

initially presented to the voters and where we are now. He will make a similar presentation to this Committee at its next meeting and will provide handouts so each committee member has information to share with others.

Ms. Ptasinski first reviewed the financial audit. In performing the audit, the objective was to document that the College is in compliance with spending of Bond proceeds appropriately. While doing that, they look for any weaknesses in the system. Finally, their objective is to provide the Citizens Oversight Committee with a report so that it can fulfill its obligation to provide a report to the community. Based on the audit, it was determined that the College has properly accounted for the expenditures of the Proposition 39/Measure R General Obligation Bonds and received an unqualified opinion, which is the best an organization can receive.

Vice President Gregoryk noted that, at the last Board of Trustees meeting, the Board approved an agreement with Wachovia to make investment recommendations to the College based on the cash flow needs of the various construction projects.

Vice President Gregoryk commended the work of Gary Nellesen, Director of Facilities, Planning & Management, Linda Baldwin, Director of Fiscal Services, and Randy Hartman, Vice President, Bovis Lend Lease, for their outstanding work, resulting in the excellent audit reports.

Chair Garcia offered compliments to the staff for receiving such an excellent report. She said this group should now discuss how to report this information to voters. Dr. O'Hearn said the College is continually providing informational updates to the public. Some examples he used were the *Community Connections*, the College's web site, and a number of half- and full-page ads in local newspapers. Dr. O'Hearn said he recently gave a construction update to the Diamond Bar City Council and hopes to make other presentations to City Councils within the district. It was suggested that we include "Communication" as a standing agenda item.

5. PROGRESS REPORT ON CONSTRUCTION PROJECTS

Mr. Nellesen provided the following update on specific Phase 1 and 2 construction projects:

- *Science Laboratories – Project 1.* This project is complete with close-out activities taking place. The building opened on schedule for the Fall semester last August. There was an outstanding effort by all involved to have everything ready for the students on time, especially the faculty who worked almost around-the-clock to unpack and set up all of their supplies in time to teach class on the first day of the semester. There are several additional items that will be installed on the roof within the next few months, and some equipment that still needs to be completed, but the building is functioning well and everyone seems extremely pleased with the new facility. The final cost of the project, including the few remaining items, will be \$34,626,000, with over \$20 million in State Bond funds. The building has already received some notoriety across the country. Administrators and faculty from McLennan Community College in Texas have contacted us about a site visit to see the building first-hand.

- *Music Expansion – Project 17g.* This project was delayed by a Division of State Architect (DSA) required structural redesign. Steel framing and masonry work is nearly complete, and the rough mechanical, electrical, and plumbing systems will start in December.
- *Classroom Renovation Project – Project 7.* This will be a phased construction project (4 phases) because of its size and should last about 2½ years, with a budget of \$27 million. Phase 1 – Social Sciences Building – Demolition is complete and rough construction is underway (mechanical, electrical, and plumbing systems). Steel stud framing is nearly complete, with some areas ready for drywall. The project is on schedule with no major additional cost change orders to date. Phase 2 – Natural Sciences Building – Demolition and hazardous materials abatement is complete, and rough construction is underway. Some additional asbestos material was identified during construction, resulting in a change of about \$60,000. Phase 3 should begin in October 2007, and Phase 4 in January 2008.
- *Founders Hall – Project 17f-11.* Construction is more than 90% complete. Occupancy date has again been extended to January or February. Furnishings will begin arriving in December.
- *Student Services Renovation – Project 13.* The project was successfully awarded at the October Board of Trustees meeting, and construction will officially start on Monday, December 4. The construction bids came in at \$4,070,000. This is much higher than the original project budget from 2001; but, after all of the design work was complete, the construction estimate was nearly \$4.5 million. Considering that this project will modernize and reconfigure 57,000 sf of space, the construction cost of \$70 per sf is a very good value in today's construction market.
- *Bonita/Walnut Intersection – Project 17e.* This project is nearly complete, the road widening was completed on schedule, and the extra traffic lane was ready in time for the start of the fall semester. In addition, we were able to get a very good price from the contractor to install a temporary parking lot on the southwest corner of Bonita and Temple to provide parking that we needed for the fall semester's enrollment growth. This project will be complete in January.
- *New Staff Parking Lot – Project 17f-31.* This project is nearly complete. The new staff parking lot was ready for the fall semester, and is heavily used by faculty and staff that work on the east side of campus.
- *Planetarium Reconstruction – Project 17f-17.* This project is currently in the bidding process.
- *New Data Center – Project 17h.* This project has started construction.
- *Phase III Energy Conservation Projects – Project 3.* This project has started construction.

Mr. Nellesen also mentioned the following miscellaneous projects:

- Temporary Parking Lot - *Complete*
- Arts Exterior Painting - *Complete*
- Language Center additional fire sprinklers (DSA) - *Complete*
- Farm Infrastructure - *Beginning Bid Process*

- Gym Floor replacement and interior improvements - *Complete, some punchlist*
- Classroom modular units - *Complete*
- Natural Sciences Division Office relocation - *Complete*
- Student Services temporary units - *Complete, moved in October*
- Photography temporary space - *Complete*
- Scheduled maintenance projects - *\$2.5 million for 2006-07 projects*

Mr. Nellesen provided the following design projects update:

- *Math/Science Building – Project 17i.* Three floors, nearly 70,000 sf classroom building, math labs.
 - Project is in the bidding process. A pre-bid conference was held today with good turnout from contractors.
 - Plan to present contracts to the Board of Trustees for approval in January, and start construction in March.
 - Multiple prime construction with 10 contracts.
 - Project estimates are \$19 million for construction and \$23 million total.
- *Agricultural Sciences – Project 5.* This project is being funded with both State funds and Bond funds. It is a five-building project and is part of the Farm Master Plan. It includes a two-floor lab building, support structures for animal care, and a retractable roof greenhouse. DSA first review is complete.
- *Child Development Center – Project 6.* This is a four-building complex housing child care centers previously located in several areas on campus, teaching space previously located in the row buildings, and a new observation space that meets current State standards. The project is in DSA for plan review. Construction is expected to begin in May 2007.
- *Athletics Field House – Project 17f-15.* This was formerly the Health Careers Building. This project is in DSA for plan review.
- *Design Technology Building – Project 10.* Received approval from the State to begin design. This is a \$28 million project with the State funding half of it from Proposition 1D funds.

Gary Nellesen provided the following progress report summary of construction projects:

- Total construction funds, including State funds is \$285,000,000.
- The College has completed \$135 million in construction projects.
- There is currently \$100 million in ongoing construction, including public.

6. NEXT MEETING

The next meeting will be held on March 13, at 6:00 p.m., in Founders Hall. A tour will be scheduled at 4:30 p.m., for those interested in attending. Chair Garcia thanked committee members for their willingness to volunteer on this committee.

7. ADJOURNMENT

The meeting adjourned at 6:55 p.m.

CCO:dc