



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE

Tuesday, May 29, 2008

MINUTES

Prior to the regular meeting, Gary Nellesen, Director, Facilities Planning & Management, and committee members Albert Chang, Sylvia Mendoza, and Drexel Smith, took a walking tour of the Science Complex. Joining the tour were John Beckton, Project Executive, Bovis Lend Lease; Jill Dolan, Manager of Community & Media Relations, Phil Valadez, Superintendent, Bovis Lend Lease, and Steven Yip, Project Manager, Bovis Lend Lease.

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 Thursday, May 29, 2008.

CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT

Albert Chang	Jim Grivich
Sylvia Mendoza	Alta Skinner
Drexel Smith	Ron Wood

CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT

Walt Allen	Heidi Gallegos
Mariana Lake	Yesenia Leon
Sally Wieck	

STAFF PRESENT

John S. Nixon, President/CEO
Gary Nellesen, Director, Facilities Planning & Management
John Beckton, Project Executive, Bovis Lend Lease
Diana Casteel, Executive Assistant to the President and Board of Trustees
Clarence Brown, Director, Marketing and Communication
Jill Dolan, Manager, Community & Media Relations

1. COMMITTEE CHAIR REPORT

Committee Chair Mendoza congratulated Dr. Nixon on his appointment to the presidency of Mt. SAC.

2. APPROVAL OF MINUTES

It was moved by Alta Skinner, seconded by Albert Chang, to approve the minutes of the February 19, 2008, meeting. Motion unanimously carried.

3. PUBLIC COMMENTS

None.

4. CONSTRUCTION PROJECTS UPDATE

Gary Nellesen, Director, Facilities Planning & Management, provided the following update on phases 1 and 2 construction projects:

- *Math Classroom Building – Project 17i.* This is the building that some committee members toured prior to this evening's meeting. Construction began on this building in March 2007, and it is anticipated that it will be completed in late September or October 2008. Occupancy is expected during the spring semester 2009. Before this building is occupied, a commissioning process will be used to go in and test out everything to make sure it is ready for faculty and staff. This is a 70,000-gsf classroom building consisting of 27 classrooms, three very large math laboratories, faculty offices, and division administrative offices. The project budget is \$25 million. The project is on schedule and proceeding with very few changes. It is expected to come in below the 5% contingency allowance.
- *Agricultural Sciences – Project 5.* This is a six-building complex, two buildings of which were completed in 2003, on the east side of the campus. The project budget is \$26.5 million and consists of a 40,000-gsf laboratory building, faculty offices, and support spaces for farm operations. Infrastructure and site preparations are complete. Contractor bids are due June 5 with construction scheduled to begin this summer. This will be a 1½-year construction project.
- *Remodel Classroom Buildings 7, 11, and 26 – Project 7.* This is a 210,000-gsf major renovation, being conducted in four phases, with a budget of \$36 million, which includes \$9 million in State funding. Phases 1 and 2 are essentially complete with punch list items expected to be completed by next week.
- *Design Technology Center – Project 10.* This is a 70,000-gsf specialized design center which includes drafting, photography, fashion design, and other computer-based design disciplines. It consists almost exclusively of laboratory space. The budget for this project is \$28 million, including \$14 million in State funding. Preliminary plans have been approved by the State Public Works Review Board and were submitted to DSA in November. Because planning for this building was done collaboratively with DSA, it is expected to reduce the approval timeline from over a year to six months. This building will replace row buildings 13, 14, and 15. The college won't go out to bid on this project until the classroom renovation project is completed and we can move classes out of the buildings where this Center will be built.
- *Student Services Center Renovation – Project 13.* Phase 1 of this 51,000-gsf renovation was completed in September, and construction on Phase 2, which is the

north half of the building, is nearly complete. Mr. Nellesen said that, during the renovation, there were some things found in the ceiling from the original construction that do not meet current code. Those items are being corrected. This is a \$5 million project.

- Mr. Nellesen commented briefly on the following miscellaneous projects:
 - College Data Center – This project entails moving the College’s Information Technology Department to the other side of Temple Avenue. That move is occurring this week.
 - Landscape Projects
 - Science Labs
 - Planetarium Renovation – A new dome is the last piece of scope work added to this project. This is in DSA.
 - Parking Improvements (Lots S and B)
 - Demolition Projects – The College will see some old row buildings coming down in the next six to eight months.
 - Restroom Building – This restroom facility for the athletic fields across the street is underway.
 - Energy Projects – These projects have a 3-5 year pay-back.
 - Athletics Field House – This project has been approved at DSA and ready to be constructed; however, at this time, there is no funding available.
 - Technology Infrastructure – The College is installing a fiber optic network that will provide redundancy, if needed.
 - Scheduled Maintenance – The College has spent several million dollars correcting system deficiencies in older buildings.

Committee member Skinner asked how change orders are handled. Mr. Nellesen explained that all change orders are reviewed at various levels. Small change orders (hundreds of dollars) are handled in the field. More extensive change orders (\$10,000-\$100,000) are reviewed by the College Master Plan Coordinating Team, which consists of three vice presidents, Dr. Nixon, and Mr. Nellesen. More complicated change orders would be submitted to the College Board of Trustees for approval. All change orders are submitted to the Board of Trustees, although most are for ratification in order to keep the work moving on a project. Mr. Nellesen said Bovis Lend Lease does a thorough job of estimating and pricing change orders. Ms. Skinner said she thought the College was doing well to keep a project like the Math Classroom Building within its 5% contingency.

Committee member Grivich said he would like information on each project that indicates the original project with the actual budget and updates as the project is being completed with an ongoing estimated actual cost of completion. Because of increased construction costs, the college has seen some serious problems with costs being much higher than originally budgeted.

Committee member Smith said that, as the College prepares for a possible bond measure, it is important to be able to declare victory on the number of projects that were completed under Bond Measure R. He said it sends the wrong message to the community to see cardboard in the windows, as committee members did earlier on the tour. Mr. Nellesen agreed.

Committee member Grivich shared his concern that he doesn't believe committee members are being provided with enough details on finances related to projects listed in the proposed bond measure. He said he's not saying the new projects aren't justified, but is concerned that the requested projects are bigger than they need to be. Mr. Grivich said the objective is to be able to present a picture to the community that says what is going on with their money.

Committee member Skinner said that she had just completed service on the Bonita Unified School District's Citizens Oversight Committee and, as a member of that committee, she was provided with much more detailed reports on expenditures for each project. She said those reports made it easy for her to go out into the community and support the needs of the district. It also made her more comfortable that expenditures were being made as promised to the voters.

Committee chair Mendoza pointed out that detail accountability increases credibility.

President Nixon said he believes the College is now clear on what committee members are requesting and they will be provided the information prior to the August meeting.

Mr. Nellesen shared a power point presentation that has been suggested to be used before community groups to explain the need for an additional bond measure. Dr. Nixon explained that the College grows at a rate of about 2% each year. The college is near capacity in terms of classroom space, parking, and support space. The projects in the proposed bond measure will result in needed new space.

Committee member Grivich again requested capacity utilization ratios for the proposed projects. He said he would like to see figures of estimated enrollment for each building, which would determine the amount of square footage needed. Mr. Grivich also repeated comments from previous meetings that it is his experience that general classrooms are overbuilt.

President Nixon told committee members that the college is a public agency and is willing to provide any information requested; however, he reminded them that the purpose of the Oversight Committee is to report to the public on whether Measure R funds are being properly spent. The Board of Trustees is charged with the responsibility of determining the needs of a new bond measure; however, committee members are influential in the community and the college appreciates their insight into how best to present its case to the community.

5. MARKETING UPDATE/COMMUNICATION PLAN

The principal charge of the Citizens Oversight Committee is to inform the public at least annually through a written report on the expenditure of the bond proceeds. Last year's report to the community was reviewed, and committee members were asked to offer input on how they want this year's report produced. It was pointed out that this isn't the only information shared with the community – regular updates are provided in each college class schedule and catalog, as well as on the college website.

After discussion of various options, committee members decided to prepare a document similar to last year's report. It was suggested that Committee Chair Mendoza provide an opening statement on Measure R and the promises made to the community. Sections could be broken down into what has been completed, what is currently under construction, and what's planned for the future. It was suggested that Dr. Nixon could provide information on what lies ahead. While committee members want the report to include information from the beginning of the bond, the emphasis should be on explaining the differences between 2007 and 2008, rather than its history. The following points were mentioned by committee members as being beneficial to include:

- A fiduciary component (talk about increase in construction costs);
- Listing of original projects and those that had to be eliminated due to increased costs (difference between the 2001 list and the 2008 list);
- Need to show the money is being spent well;
- Status of construction projects; and
- It should be clearly an annual report from the committee.

It was mentioned that perhaps the report doesn't need to be as "glitzy" as last year's report; however, Dr. Nixon said the college has a certain standard of documents that go to the general public. We are proud of that and try to maintain that standard.

6. PRESIDENT'S REPORT

Dr. Nixon provided a brief update on the financial status of the College. While education funding is facing several difficult years, Mt. SAC is continuing to grow at nearly 3% per year. During difficult economic times, the demand for programs and services grow at community colleges. In an effort to control the budget situation, the College won't be expanding the number of classes offered, although internal adjustments can be made based on demand. Dr. Nixon assured committee members that the college finances are stable, although tight. At this time, while the college is looking carefully at any new hires, it is not in a hiring freeze.

The college will be graduating a record number this year – 2,827. Of those, 85 will be going to UC Berkeley and 125 to UCLA. The majority of Mt. SAC transfers go to Cal State Fullerton and Cal Poly.

Dr. Nixon reported that the college will soon be issuing its last set of bonds under Measure R. After a recent trip to New York to make presentations to both Standard & Poors and Moodys, the College was notified that Standard & Poors has raised its rating of the College from AA- to AA, which will help with the interest rate.

7. NEXT MEETING

The next meeting will be held on Thursday, August 7, at 6:00 p.m., in Founders Hall.

8. ADJOURNMENT

The meeting was adjourned at 7:50 p.m.