



DESERT COMMUNITY COLLEGE DISTRICT
College of the Desert

Citizens' Bond Oversight Committee Meeting
March 15, 2006
3:00 p.m. – 4:30 p.m.
Foundation Board Room
Minutes

Members Present: Dr. William Feddersen (Senior Citizen Group); Dr. Ward Fredericks (College Support Organization); Chief Gary Jeandron (Member At-Large – Palm Springs); Ms. Marjorie A. Kussman (Taxpayers' Association); Mr. Paul Magana (Business Representative); Ms. Marylou Marrujo (Member At-Large – East Valley); Mr. Matthew Vargas (Student)

In Attendance: Mr. Tim White, Program Manager/PinnacleOne, Inc.; Mr. Jon Hudson, PinnacleOne, Inc.; Mr. Gordon Davis, PinnacleOne, Inc.; Mr. Tom Wixon, College of the Desert's Public Relations Office; Mr. Jerry Patton, College of the Desert's Vice President, Administrative Services; Mr. Steve Renew, College of the Desert's Director of Maintenance and Operations; Linda Costagliola, College of the Desert Administrative Secretary/Recorder.

Call Meeting to Order - Dr. Feddersen called the meeting to order at 3:00 p.m.

Approval of Minutes from December 14, 2005 Meeting – Motion to approve minutes as presented by Dr. Ward Fredericks, second by Chief Gary Jeandron. All approved.

Comments from the Public – No public attendees present.

Phase I Projects Update – PowerPoint presentation from T. White

T. White introduced Mr. Gordon Davis, deputy director from PinnacleOne, Inc., that has joined the Program Manager team. He was welcomed by the committee.

T. White reviewed the following items listed below:

1. Measure B Citizens' Objectives
 - a. New Construction
 - b. Building Repurposing
 - c. Additional Campuses

2. Series A – August 2004 – early stages including planning with the cities.
 - a. Infrastructure Installation and Repair – In Process
 - b. Building Classroom Renovation – In Program
 - c. Temporary Classrooms and Office Space – In Progress
 - d. Parking Lot Design and Construction – In Progress
 - e. Site Development – Main Campus
 - f. Planning and Design – East Valley Campus Phase I
 - g. Voice Over IP Communication – Complete
 - h. Contingency/Reserve
 - i. Project Performance Measures

3. Current Program Status
 - a. Quickstart Projects – These projects represent a small scale within the whole Measure B Bond projects but there is a need for immediate attention due to maintenance problems and/or health safety issues and/or property damage.
 - i. Gymnasium – Complete
 - ii. Liberal Arts – Complete
 - iii. Stadium Locker Room – Complete – The locker room was in bad shape.
 - iv. Diesel Mechanic Building – Patch and repair roof during spring break 2006.
 - v. Sidewalk Repairs – Complete – Safety issue (tripping over cracks).
 - vi. Carol Meier Hall – Complete
 - vii. Gymnasium, Separation Wall – Stage Area and Court Area; interfering with education (cannot conduct classes). A temporary short term solution is to put up an inexpensive wall. This will be done during the summer of 2006.
 - viii. Soccer Field Upgrades – Realign soccer field, in compliance with Title 9, by switching the women's soccer and softball fields. An electronic panel is in need of replacement which will cost approximately \$30,000. Dr. Fredericks wanted to know if this project is included in the bond language. The committee would like the college to justify this expense. The committee reviewed the bond language and verified that this project is included in the bond language.
4. Continuing Program Elements (Milestones & Projections)
 - a. Infrastructure Planning
 - b. ADA Assessment
 - c. CEQA EIR Documentation
 - d. Seismic Evaluation of existing Structures
 - e. Development of Future Campuses
5. Small Projects
 - a. Monterey Avenue Improvements – There are plans to add a fence along Monterey Avenue from Magnesia Falls to the McCallum Theatre. The City is complaining that vehicles are stopping on Monterey Avenue to either drop off or pick up pedestrians from the Alumni Street Fair during the weekends. This causes problems with the traffic on Monterey Avenue. This project will start in summer 2006.
 - b. Nursing Grant Modular – summer 2006
 - c. South Central Annex – There will be a small village of modular trailers just north of the McCallum Theatre that will house students during the remodel of the existing buildings. The Business Building will be the first building to be remodeled. This project will start in summer 2006.
 - d. Scene Shop – summer 2006. Build a metal building for the visual arts program.
6. New Building Design Teams
 - a. Nursing – The schematic design, plans and programming are done. The college went through intensive review process with faculty, deans, vice presidents, instruction, cabinet and the board of trustees. Design development is next and then approval from the department of the state architect for seismic and ADA accessibility, which may take up to three to six months for approval.
 - b. Public Safety Academy (Phase 1) – The schematic design, plans and programming are done. The college went through intensive review process with faculty, deans, vice presidents, instruction, cabinet and the board of trustees. Design development is next and then approval from the department of the state architect for seismic and ADA accessibility, which may take up to three to six months for approval.

- c. Alumni Center – The schematic design will be reviewed by the Alumni board on March 24th.
 - d. Learning Commons – finished with programming. Schematic design was reviewed by cabinet earlier this week.
 - e. Multi-Purpose Classroom Building – programming is 95% completed.
 - f. Central Plant – programming 50% complete – cost effective way to improve this campus.
 - g. Energy costs – the committee discussed specifications for installation and the fact that energy costs continue to rise.
7. Continuing Program Elements (Milestones & Projections)
- a. Campus Wide Utilities & Services
 - i. Milestone – Master Infrastructure Plan completed
 - ii. Projection – Schematic Design completed
 - b. ADA Assessment
 - i. Milestone – Submittal of Initial Report completed
 - ii. Review by College including DSCS completed
 - iii. Revise and Finalize completed
 - c. Environmental
 - i. Milestone – EIR Report
 - 1. Complete Study and Initial Draft completed
 - 2. Review and finalize draft completed
 - ii. Projection – EIR Filed
 - iii. Milestone – Seismic Surveys completed
 - d. Master Planning
 - i. Milestone – Campus standards handbook and landscape master plan completed
8. New Building Design Teams
- a. Nursing/Health Science – HMC Architects
 - i. Current preliminary cost estimate: \$7,329,384
 - b. Learning Commons – WWCOT Architects
 - i. Current preliminary cost estimate: \$12,221,419
 - c. Public Safety Academy (Phase I) – HMC Architects
 - i. Current preliminary cost estimate: \$9,335,195
 - d. Multi-Purpose Classroom Building – Steinberg Architects
 - i. Current preliminary cost estimate: Under review
 - e. Alumni Center – HMC Architects
 - i. Current preliminary cost estimate: \$2,676,397
 - f. New Gymnasium/Fitness Center – to be determined
 - i. Current preliminary cost estimate: \$17,277,000. Committee discussed this item further. Cost includes combining the two programs (gym and fitness center) and the tear down of the existing gym. Committee is concerned with the high costs and would like to continue discussion at the next meeting.
9. Development of Future Campuses
- a. East Valley Campus – donated land is located on Avenue 62 and Buchanan.
 - i. Letter of Intent to accept donated land completed 11/16/05
 - ii. Due Diligence review of property completed by 4/16/06
 - iii. Selection of Master Planners completed 3/8/06
 - 1. HMC Architects
 - iv. Interim Houses completed by 1/2/07
 - v. Classes in a permanent building by fall 2008 or spring 2009

- b. West Valley Campus
 - i. Donated Land - received proposals from Palm Springs and Desert Hot Springs. Cathedral City is preparing a proposal.
 - ii. Continuing with the review process. The college has not made a decision yet.
 - iii. Follow guidelines and receive approvals from the Chancellor's Office and CPEC. Tour property by Chancellor's Office.
 - iv. Location – College of the Desert will take careful consideration for the placement of the West Valley Campus; campus location cannot be too close to the Palm Desert Campus or contiguous Districts. Mt. San Jacinto College is planning a campus (or center) in Banning.

10. Performance Measures

- a. Reviewed project performance measures reports.

Phase I Bond Project Financial Report – J. Hudson reviewed the Measure B – series A Project by Expense & Budget report as of 2/28/06 and the Measure B – Series A Budget by Phase report.

- Comparison from last quarter shows a one percent increase due to rising construction costs.
- Renamed IT Classroom Building to Multi-Purpose Classroom Building
- Voice Over IP Communication is 100% complete
- Gym – The planning cost will be in series A.
- Soft Cost – To date, the bond projects well under the state-wide average of 30% soft costs. Soft costs are at 28.5% currently and the College would like to stay at 25%. PinnacleOne will validate the soft costs and report back at the next committee meeting.
- Dr. Fredericks thanked J. Hudson for the three additional columns (costs to date current period, costs to date prior period and costs this period only) on the Measure B – Series A Project by Expense and Budget report.

Marketing and Communication Plan – The committee has legally met its obligation under prop 39, but desires to enhance the public's awareness of its role and that bond funds are being spent as promised and specified in the ballot language.

T. Wixon presented a marketing and communication plan to the committee. T. Wixon reviewed the following plan with the committee:

- Media Selection
 - All area newspapers
 - Other printed publications
 - Television stations
 - Radio stations that broadcast news
 - The college's online newsletter
 - A notice in COD's printed/mailed class schedules
- News Events – Events or milestones prompting solicitation of media coverage
 - Announcement of upcoming Committee meeting
 - Change in membership of Committee
 - Publication and/or availability of annual report
 - Artist's renderings of newly designed buildings
 - Construction start dates for new buildings and infrastructure work

- Completion of construction work projects
- updates on construction program
- Acquisition of properties for learning centers
- Annual Report – the cost to produce the annual report came out of a college fund and not the bond fund. It was suggested to use a larger font and page size for the next annual report.
- Tracking – Start a scrap book and log electronic news reports.
- Situation – The Citizens' Bond Oversight Committee is charged with oversight of public spending related to the bond issue approved by voters in March 2004, allowing construction of new buildings, restoration of existing buildings, upgrading infrastructure, and acquisition of satellite learning centers on the Valley's east and west sides. The committee is required by law to publicize the progress of these events and an annual audit related to the spending of public monies to accomplish these construction goals.
- Objective – Increase public awareness of the use of public monies related to the Measure B Bond. Inform the public of the awareness of an annual audit and progress report, as well as ongoing quarterly meetings. In addition, the Committee wants the public to know which citizens are on the Committee and how they can be contacted for input.
- Target Audience
 - Taxpayers in general
 - Students, faculty and staff of College of the Desert
 - Elected and appointed officials
 - Other community colleges
- Publicity Generated (requests from last meeting)
 - COD's Intranet "Portal" Page
 - COD Webpage
 - Current Issue of the Insider
 - Clip of Opinion Page
 - Article in the COD Alumni Association's Newsletter – sent to 10,000 addresses
 - A Press Release
- No expenditures with this plan for the Citizens' Bond Oversight Committee

Everyone agreed not to spend any money on advertising.

Motion made by G. Jeandron to accept College of the Desert's marketing plan for the Citizens' Bond Oversight Committee presented by T. Wixon without spending any money on advertising, seconded by Dr. Fredericks. All approved. No opposed.

T. Wixon welcomed any questions or additional comments. T. Wixon's e-mail address is twixon@collegeofthedesert.edu.

Reappointment/Appointment Process and Membership Rotation Plan

In September 2006, all the members of the committee terms will end. Prior to the meeting L. Costagliola polled each member to inquire serving another term. Dr. Feddersen (Senior Citizen Group), Dr. Fredericks (College Support Organization) and M. Kussman (Taxpayers' Association) are willing to serve another term. G. Jeandron (Member At-Large – Palm Springs), P. Magana (Business Representative) and M. Marrujo (Member At-Large – East Valley) will not be able to serve another term. This will solve the rotation problem we have with all of the representative terms ending at the same time. The student representative is a one year term.

College of the Desert will solicit citizens that are interested in serving on this committee by representing Member At-Large – Palm Springs, Member At-Large – East Valley and Business Representative and then make a selection after reviewing the applications. The new representatives will start in September 2006.

J. Patton mentioned that he appreciated everyone's attendance at meetings and all the work done to monitor the bond program.

Schedule Meetings for FY2006-2007

The committee changed the next meeting to June 21, 2006 since Dr. Feddersen will be out of the country on June 14th.

Future meeting dates and times for FY2006-2007 are September 20th, December 13th, March 15th and June 14th at 3:00 p.m. (location to be determined).

Future Agenda Items

New officers

Adjournment - Meeting adjourned at 4:30 p.m.