

# CITIZENS' BOND OVERSIGHT COMMITTEE

## MINUTES

MARCH 11, 2014

3:30 P.M. – 5:00 P.M.

CSSC, MULTI-PURPOSE ROOM

<b>ATTENDEES</b>	<p><u>Members:</u> Mr. Lawrence M. Cohen, (Business Representative); Mr. Kenneth Eklund, Vice Chair (Senior Citizen Group Representative); <del>Mr. Chris Escobedo, (Taxpayers' Association Representative);</del> 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; Aurora Wilson, College of the Desert's Board of Trustee</p> <p>Recorder: Linda Costagliola Minutes Approved: 12/9/14</p>
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### 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 style="padding-left: 40px;">Present:</p> <p style="padding-left: 80px;">Larry Cohen Ken Eklund Geoffrey Kiehl Larry Spicer Brenda Valdez William Waldron</p> <p style="padding-left: 40px;">Not Present</p> <p style="padding-left: 80px;">Chris Escobedo</p>		
<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 were not available.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Add item to the agenda for June 10, 2014 Meeting	Linda Costagliola	6/10/14

## 4. INFORMATION

STEVE RENEW

<b>DISCUSSION</b>	S. Renew reviewed with the committee information on the IRS Audit from Counsel. IRS penalized the college \$229,984.00 for not spending 85% of bond series C by December 2012. The college came out better than expected. The original penalty was half a million dollars.	
<b>CONCLUSIONS</b>	This matter is now closed. The funds will come out of the District's general fund.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. None.		

5. BOND PROJECTS UPDATE  
& BOND PROJECT FINANCIAL  
REPORT

MAC MGINNIS &amp; 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: Summer 2014  Targeted Completion: Spring 2016  Total Project Budget: \$37,550,000  Project Update:  <ul style="list-style-type: none"> <li>Alternative concepts for Building C prepared by Architect as requested by Administration in review</li> <li>Conference call scheduled for 3/3/14 to discuss options</li> </ul> Sustainable Features:  <ul style="list-style-type: none"> <li>Will be minimum LEED Silver certified</li> </ul> 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>West Valley Campus - Palm Springs (Project in Design)</u></b>  Architect: HGA Architects  Construction Manager: Sundt Construction  Project Square Footage: 50,000 sq. ft. (Phase I)  Construction Start: Fall 2013  Targeted Completion: Fall 2014-2015  Total Project Budget: \$43,000,000  Project Update:  <ul style="list-style-type: none"> <li>This project is on hold. Studies are being done in order to move forward</li> </ul> Sustainable Features:  <ul style="list-style-type: none"> <li>This project is on hold.</li> </ul> <p><b><u>Indio Education Center (Project in Construction)</u></b>  Architect: gkkworks  Construction Manager: gkkworks</p> </p>
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Project Square Footage: 40,000 sq. ft.  
Construction Start: Fall 2012  
Targeted Completion: Spring 2014  
Total Project Budget: \$23,000,000  
Construction Budget: \$16,000,000  
Expenditures to Date: \$20,000,644

Project Update:

- FF&E completed 2/21/14 (exception: corridor benches on backorder)
- Landscape completed 2/22/14
- Building final clean completed 2/23/14
- Opened for classes 2/24/14
- Retail space is vacant – currently looking for leasing opportunities

Sustainable Features:

- Will be minimum LEED Silver certified
- Architectural environmental control
- Public transportation

New 3 story building in Indio with classrooms, administration, offices, and commercial retail space. It will provide permanent school space for the COD Indio classes that are currently being held in leased space, and will allow for additional science and laboratory classes that are so impacted at the Palm Desert campus.

There was a few questions regarding enrollment; Did enrollment meet the college goals for this location? How many students enrolled? Was there a drop in enrollment from moving to this location from the location on Monroe Street? S. Renew will need to find out this information and report back.

**Athletic Facilities (Project in Construction)**

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: \$23,115,238  
Construction Budget: \$19,081,410  
Expenditures to Date: \$16,329,596

Project Update:

Gymnasium

- North canopy shoring removed
- MEP rough-in at north canopy commenced
- Metal stud framing soffit at north canopy continues
- Metal stud framing walls at locker rooms continues
- MEP rough-in at locker rooms commenced
- Air handling unit-1 set at low roof
- Demolition of existing gym

Fitness Center

- Completed flooring at Multi-Purpose rooms 2 and 3
- Completed HVAC controls and MEP functional operations

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.

**Visual Arts (Project in Construction)**

Architect: Perkins & Will  
Construction Manager: Gilbane  
Project Square Footage: 13,710 sq. ft.  
Construction Start: Spring 2013  
Targeted Completion: Summer 2014  
Total Project Budget: \$8,515,353  
Construction Budget: \$6,075,000  
Expenditures to Date: \$6,693,047

Project Update:

- Data patch cords received for District installation
- Meeting held with dean to discuss coordination of move from existing Art building to new Art building
- Furniture keys received and transmitted to District
- Correction of punch list items by contractors continues

- AC striping complete
- Removal of CM or IOR trailer from laydown area complete

Sustainable Features:

- Will be minimum LEED Silver certified

New building with offices, a multi-purpose classroom, new lab space for 2D art, photography, ceramics & screen printing classes, a wood shop, and a large outdoor yard for kilns and 3D art. It will allow the Art programs to relocate into spaces designed specifically for these programs.

**Applied Sciences (Project in Construction)**

Architect: HGA Architects

Construction Manager: Gilbane

Project Square Footage: 21,741 sq. ft.

Construction Start: Summer 2013

Targeted Completion: Summer 2014

Total Project Budget: \$12,381,000

Construction Budget: \$8,781,000

Expenditures to Date: \$5,802,982

Project Update:

Ag Building

- Restoration of Landscape continues
- Installation of pendant lighting in classrooms continues
- Installation of new electrical panel continues
- Installation of fire alarm devices commenced

Applied Sciences Building

- Erection of steel structure continues
- Drypacking of beam pockets commenced

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: \$5,924,000

Construction Budget: \$4,640,078

Expenditures to Date: \$3,961,620

Project Update:

- Application of plaster brown coat commenced
- Installation of casework commenced
- Installation of t-bar system commenced
- Planning for electrical tie-in to main electrical feed continues
- Coordination with SCE for removal of existing transformer continues
- Installation of interior finishes continues
- Installation of HVAC and plumbing systems complete
- Interior paint complete
- Installation of electrical panels and pulling conductor complete
- Installation of outlets and cover plates complete
- Exterior insulation completed
- Plaster scratch coat completed

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: \$2,135,000

Construction Budget: \$1,610,773

Expenditures to Date: \$1,194,018

Project Update:

- BAS cabling and panel installation continues
- Access control cabling continues
- ADA sidewalk improvements continue
- Hydronic pipe installation, pipe insulation and testing continue
- Canopy foundation layout and imbed placement complete
- Interior electrical connections and installation of lighting continue
- Building exterior complete

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.

#### **Wayfinding (Project in Construction)**

Architect: PMSM Architects  
 Construction Manager: None  
 Project Square Footage: Exterior Site Work  
 Construction Start: Summer 2013  
 Targeted Completion: Spring 2014  
 Total Project Budget: \$500,000  
 Construction Budget: \$395,300  
 Expenditures to Date: \$420,509

Project Update:

- Cleaning of laydown yard to complete 3-7-14
- Signs for incomplete projects to be stored for future installation
- Re-bid of ADA signs in review

#### **4 Week Look Ahead Schedule for 02/26/14 to 03/26/14**

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: \$254,318,718
  - Bond + Other Expenses: \$154,357,101
  - Balance: \$99,961,617
- Future Projects:
  - Bond + Other Budget: \$32,200,000
  - Bond + Other Expenses: \$16,052
  - Balance: \$32,183,948
- Contingency
  - Bond + Other Budget: \$1,746,700
- Bond Management & Other Fees:
  - Bond + Other Budget: \$24,649,879
  - Bond + Other Expenses: \$22,553,488
  - Bond Balance: \$2,096,391
- Total Summary of Projects Bond + Other Budget: \$427,758,358
- Total Summary of Projects Bond + Other Expenditures: \$291,769,702
- Total Summary of Projects Bond + Other Balance: \$135,988,656
- 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 - \$38,634,900
  - Interest - \$30,000,000
  - Refunding - \$7,500,000
  - Foundation - \$400,000
  - Rebates - \$1,331,031
  - Surety - \$249,984
  - TOTAL Funding Sources: \$427,758,358
- Deferred Projects
  - Total Deferred Projects: \$47,013,440

	<b>Upcoming Events:</b> No events currently scheduled.
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<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>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Find out enrollment information regarding the Indio Campus: Did enrollment meet the college goals for this location? How many students enrolled? Was there a drop in enrollment from moving to this location from Monroe Street?	Steve Renew	ASAP

5. MEETING LOCATION  
CHANGE FOR JUNE 10, 2014  
MEETING

GEOFFREY KIEHL

<b>DISCUSSION</b>	Committee decided to change June 10, 2014 meeting location to the East Valley Campus, Indio, and tour the facility starting at 3:00 p.m. and then have the regular meeting at 3:30 p.m.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

6. FUTURE AGENDA ITEMS

GEOFFREY KIEHL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Timeline of Future Projects</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Add agenda items to the agenda for the next meeting.	Linda Costagliola	12/10/13
Meeting adjourned at 4:33 p.m. by a motion from K. Eklund, seconded by B. Valdez. All Approved. No Opposed. Motion Passed.		