

North Orange County Community College District
Citizen's Oversight Committee

APPROVED MINUTES

July 14, 2004 - 7 p.m.

Anaheim Campus, Board Conference Room

Committee Members Present: Tatyana Alvarez, Don Baldwin, Darrell Essex, Rowland Hill, and George Tsuda

Absent: Mary Bouas, Chris Lowe, and Sonya Servin

District Staff: Jerome Hunter, Rod Fleeman, Margie Lewis, Kathie Hodge, Nancy Byrnes, Christie Wallace Noring, Fred Williams, Ron Beeler, and Sandy Cotter

Visitors: Al Schafer, FLCM

1. Call to Order:

Chairman Darrell Essex called the meeting to order at 7:04 p.m. and noted there was a quorum in attendance.

2. Approval of April 14, 2004 Meeting Minutes:

MSP to approve the minutes as submitted.

3. Introduction of New District Director of Public Affairs:

Chancellor Hunter asked the staff and visitors present to introduce themselves. Christie Wallace Noring introduced herself as the new District Director of Public Affairs.

4. Project Priorities and Timelines:

Fullerton College: President Kathie Hodge presented a review of the re-prioritization of the Fullerton College construction and bond projects. She explained that the decisions were reached after consultation and discussion at the campus, and that while all projects were considered valuable and desired, priorities and criteria needed to be developed to compensate for the lack of available funds for completion of all projects, and allow the larger projects to move forward. These include:

- Library Learning Resource Center (LLRC)
- West Campus Parking Structure
- Campus Commons/First Stop Center
- Physical Education Building Remodel

- New Campus Safety Building
- New Classroom and Faculty Office Building

Smaller projects, including the DEC remodel, Auto Shop, Maintenance and Operations Building, ACT Center, Sculpture Garden and East Parking Structure, will either be postponed and/or additional funding sources will be pursued. Dr. Hodge also answered questions related to the proposed relocation of the Classroom Office Building.

Cypress College: Vice President of Support and Planning Nancy Byrnes reviewed the Cypress College bond project priorities listing, noting that all projects are moving forward:

- The Library Learning Resource Center (LLRC) has begun construction.
- The new Campus/Student Center is scheduled to begin construction in November.
- The Piazza renovation, scheduled for two phases and augmented with \$7 M in state funding, will start in late 2004.
- The proposed School of Continuing Education Building will be relocated to where the campus temporary buildings are presently located and will begin construction in late 2005.
- The M & O Facility is scheduled to begin construction this year.
- The Campus Access Plan, originally allocated \$10M has been streamlined to \$2.6 M.

Ms. Byrnes addressed concerns from the Committee, including the impact of construction areas on the successful weekend swap meet visitors, and related safety and security issues. Ms. Byrnes also noted that the 5-year construction timeline is on target.

Al Schafer, representing FL Construction Management, distributed a Budget Forecast and Schedule Status spreadsheet identifying each project, the budget forecast as of April and currently, and a timeline of the project schedule. He addressed questions from the committee related to the Cypress College Access Plan cuts of over \$7 M, why the East Parking Structure for Fullerton College has been put on hold due to re-prioritization, and how the campuses will deal with the variance of forecast costs exceeding available funds. Mr. Schafer emphasized that construction cost increases were built into the figures projected.

Don Baldwin stated his concern that it is the Committee's responsibility to be aware of the process for the approval of change orders and expenditures for the bond projects. Rod Fleeman briefly explained the District process, including multi-level staff review and Board of Trustee approval of all change orders and large expenditures. Discussion and suggestions were made that would enable the Committee to understand the progress of the projects, such as 1) adding a percentage completed notation alongside the listing of complete budget and actual expenses by project; and, 2) add a breakdown explanation of soft costs, materials, and administrative costs for each project. Committee members noted that they would be better able to respond to the community if there was a clearer understanding of

responsibility, process and decision making. George Tsuda asked if escalation costs were included in project and materials bids and again Mr. Schafer responded affirmatively.

Dr. Hunter emphasized that District staff want to be responsive to the requests for specific information from the Committee. Dr. Fleeman assured the group that detailed information is available and can be compiled and organized for the Committee. He also clarified that some funds were expended in architect and design fees in projects that were put on hold or stopped, and those costs are shown on the spreadsheet distributed by Mr. Schafer. Darrell Essex asked for a list of projects on hold or stopped due to lack of adequate funds, as compared to the original bond project list approved as Measure X. Fullerton College's updated project list detailing the rationale and criteria for re-prioritization was previously distributed to staff, and Dr. Hodge will forward that document to Dr. Hunter for distribution to this Committee.

5. Other:

Dr. Hunter also distributed a copy of the agenda item from the May 27, 2004 Board of Trustees meeting confirming the re-appointment of Darrell Essex, George Tsuda, Chris Lowe, Mary Bouas and Rowland Hill to this Committee for an additional two year terms. Also distributed was an updated Citizen's Oversight Committee list.

The meeting was adjourned at 8:03 p.m. Next regular meeting: **October 13, 2004.**

Respectfully submitted,
Sandy Cotter
Executive Assistant, Chancellor's Office