

**North Orange County Community College District  
Citizens' Oversight Committee**

**DATE:** Wednesday, March 2, 2016

**TIME:** 4:00 p.m.

**PLACE:** Fullerton College  
FC College Center, Room 227  
321 E. Chapman Avenue  
Fullerton, CA 92832

**AGENDA**

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|--|---|
| 1. Call to Order                                 | A. Carroll                                    |
| 2. Pledge of Allegiance                          | A. Carroll                                    |
| 3. Approval of December 2, 2015, Meeting Minutes | A. Carroll                                    |
| 4. Budget & Financial Report Training            | P. Pence                                      |
| 5. Measure X Update                              | B. Fahnestock                                 |
| 6. Measure J Update                              | R. Williams,<br>Karen Cant,<br>Richard Storti |
| 7. Future Meeting Dates                          | A. Carroll                                    |
| ➤ June 1, 2016, at Anaheim Campus                |   |
| ➤ September 7, 2016, at Anaheim Campus           |   |
| ➤ December 7, 2016, at Anaheim Campus            |   |
| 8. Audit Report                                  | R. Garcia                                     |
| 9. Other   | A. Carroll                                    |

**North Orange County Community College District  
Citizens' Oversight Committee  
December 2, 2015**

**UNAPPROVED MINUTES**

**Roll Call:** Present: Chuck Allen, Andrew Carroll, Paul Jewell, Leroy Mills, Mike Oates, Mark Pavlovich, Louis Raprager, Elena Reyes, Mark Saucedo. Absent: Manny Aceves (Resigned), Michael Cooper, Charlene Egizi, Chris Meyer, Michael Miller, Phil Wendel

**Other Employees/Guests Present:** Santanu Bandyopadhyay, Karen Cant, Brian Fahnestock, Sandra Palmer, Greg Schulz, Mac McGinnis (MAAS), Pamela Pence (MAAS), Bob Simpson, Richard Storti, Rick Williams

**Call to Order:** Chair Andrew Carroll called the meeting to order at 4:05 p.m. and led the Pledge of Allegiance to the Flag.

**September 2, 2015 Meeting Minutes:** The September 2, 2015, meeting minutes were approved as submitted.

**Term of Service:** Mr. Brian Fahnestock reminded the members that the Board of Trustees authorized up to three, two-year terms. Mr. Fahnestock asked members if they were willing to serve a one-year term and a number of members stated that they would. The revised term dates are attached. Also, please note that member Manny Aceves has resigned from the Citizens' Oversight Committee.

**Introduction of MAAS Companies, Inc:** Mr. Rick Williams introduced the program managers for the Measure J Bond program, Mac McGinnis and Pamela Pence from MAAS Companies; they will be assisting us with our program schedules and ensure that all projects are performed and completed in a timely manner. Mr. McGinnis introduced himself stating that he is Vice President of MAAS Companies and is the Principal in charge of this bond program. His main responsibility is to support Ms. Pence as the District's Program Manager and make sure she has everything she needs to be successful. Ms. Pence introduced herself as the Program Manager for the District's Measure J Bond program. Her role is to (1) act as a supplement to District staff in overseeing and maintaining control over the program expenditures, (2) report to you as necessary on the status of projects, and (3) assist the District in determining priorities for each college. Mr. Fahnestock stated that MAAS has moved into an office at the Anaheim Campus Building B on the second floor.

**Measure X Update:** Mr. Fahnestock provided a hand-out identifying all of the small changes contained within the Budget & Financial Report and stated that there has been very little activity since the last meeting. We still have approximately \$5 million of projects remaining, all of which are going to occur at the Anaheim Campus. Mr. Rick Williams stated that at the Anaheim Campus first floor we anticipate construction beginning next year. Because there is no longer a need for the 1<sup>st</sup> floor warehouse, a long-term storage area for District records is being created as well as additional space for the SCE program and/or the DSPS program. The seventh and 10th floors are being designed at the moment and hopefully construction documents will be completed in the next months. This is a very complex, phased program to complete each floor at a certain time in order for one program to exit and allow the others in. We should be finished with the project by 2017.

Committee Questions and Comments:

1. *The committee recommended that if a running tally could be noted on the spreadsheet then there would be no need to produce the entire report. However, if the District does provide a booklet, the committee would like to see the change sheet linked to a specific page in the book.*

**Measure J Update:** Mr. Rick Williams stated that we have been doing a lot of program planning, and have a list of consultants going to the Board for their approval. We are beginning the first Environmental Impact Report at Cypress and then Fullerton will follow to study of all projects we hope to accomplish over the first 10 years of the program. We are finalizing the underground utility assessment contractor selection and will have that ready to go to the Board at the first meeting in January. Since we have hired MAAS Companies who will be working on the Measure J projects, we have meetings scheduled to tour the colleges and confirm priorities and projects. There is a lot going on behind the scenes.

Ms. Karen Cant said she'd already been able to utilize MAAS' expertise during the final interviews for the Capital Construction Manager at Cypress College. A selection was made and will go to the Board on December 8 with a pending start date in January. A due diligence study was completed on the Science Engineering and Math facility regarding whether to build new or renovate the existing building. Campus staff and the campus architect recommend building a new building for the following reasons: gain in square footage, ability to incorporate a planetarium, and add a viewing platform for the telescope at the top of the building. Currently we have a wait list of students for the spring semester and we need a different kind of structure to meet student demand.

Ms. Cant also added that we are in negotiations with Orange County Transportation Authority on contract negotiations to lease for one dollar (\$1.00) per year the rail corridor door adjacent to the campus parking lot. This leased area will be converted to parking in order to replace a parking lot that will be lost for material staging during construction. OCTA seems amenable to a 10-year lease with an option for 10-year renewals. Details are still being discussed. As the lot will need to be paved, soils testing and inclusion in the Environmental Impact Report will be necessary.

The Facilities Committee is evaluating the standard for the campus in terms of electronic locking systems due to concerns about security and the ability to lock rooms quickly. We've scheduled a meeting with a vendor and we are working on scheduling a field trip to Santa Barbara City College which is about two-thirds of the way through their program. We may find we really like it and it works for us or we may want to explore other options. We also have the District piloted messaging system in one of our classrooms to use the existing fire alarm system for emergency mass notification. It was tested in October as part of the Great Shakeout. We will be examining the system to see if it will work for other buildings for the bond program to expand the messaging system. Our top three programs priorities to make the decision on the Science Engineering Math building, the buildout of the Library Learning Resource Center and the Veteran's Center. We hired the consulting firm, Cambridge West to conduct space programming beginning with the LLRC and the Veteran's Center so that we know how much space we will need and what we'd like to put in before we hire an architect to design the space.

Committee Questions and Comments:

1. *Regarding the rail corridor, how many parking spaces are estimated and how much will the development of the parking cost, is it going to be a permanent feature, and how long is the lease?*

Ms. Cant responded by saying that OCTA does not want to let go of it permanently as they still think that someday they may put transportation in. She knows that the City of Cypress is concerned about parking so close to housing. However, OCTA seems amenable to a 10-year lease with an option for 10-year renewals. We will lose 330 spaces during the construction phase which will be replaced by the rail corridor without a problem. We have filled in one side of the rail with our own dirt and tree trimmings over the last few years and it is somewhat level. We intend to conduct soils testing and engage architects to complete proposals for design. Our own estimate is about \$2 million as it depends on the thickness of the asphalt.

2. Regarding the oversubscription for classes in the Science building, can we assemble some portables for classes not labs? Ms. Cant said that portables are expensive and that “no” we have not considered portables because of the underground utilities which are required and expensive. If we decide to renovate the building, the portables for the labs that exist would cost approximately \$10 million.
3. What about the portables at Fullerton College? Mr. Storti responded that those portables were originally installed for Measure X will remain for Measure J. We plan to have portables available to us for the next 20 years because we bought out the lease. The downside is you lose parking because the portables are located in a parking lot.
4. How is the decision made to not move forward with a project? Chair Carroll responded that the original plans on some projects had proposals come in where materials cost exceeded the estimate and the decision was made at the District level to not move forward.

Mr. Richard Storti shared that Fullerton College is still in the planning phase and that they held seven open forums and received general support from the public. As a result of the forums, FC will have two more meetings to further vet additional changes to the Master Plan. We are getting closer to finalizing plans and we anticipate having another update by the next meeting.

**Future Meeting Dates:** The next meeting will be March 2, 2016, in Room 227 of the College Center at Fullerton College. A tour of the Fullerton College campus will be available after the meeting.

**Audit Report:** Mr. Fahnestock shared that the auditors have completed their report and that there were no findings. We will bring the audit report to the December 8, 2015, Board Meeting. The documents are not available to us at this time, so we will bring the clean audit report to the March 2016 meeting.

**Other:** None.

**Adjournment:** There were no public comments and the meeting was adjourned at 4:45 p.m. Dr. Bob Simpson and Ms. Karen Cant provided a tour of the campus.

**Citizens' Oversight Committee**  
**TERM OF SERVICE**

<b>Member</b>	<b>Representing</b>	<b>Appointed</b>	<b>End of Term</b>	<b>Term of Service</b>
Manny Aceves	Business Org	August 2015	Resigned	1 Yr
Michael Oates	Business Org	June 2015	June 2016	1 Yr
Elena Reyes	Business Org	June 2015	June 2016	1 Yr
Chuck Allen	College Support Org	June 2015	June 2016	1 Yr
Michael Cooper	College Support Org	June 2015	June 2017	2 Yrs
Phil Wendel	College Support Org	June 2015	June 2017	2 Yrs
Chris Meyer	Community Member	June 2015	June 2017	2 Yrs
Michael Miller	Community Member	June 2015	June 2016	1 Yr
Leroy Mills	Community Member	June 2015	June 2017	2 Yrs
Mark Pavlovich	Community Member	June 2015	June 2017	2 Yrs
Paul Jewell	Senior Citizens Org	June 2015	June 2017	2 Yrs
Mark Saucedo	Senior Citizens Org	June 2015	June 2016	1 Yr
Charlene Egizi	Student Org	June 2015	June 2017	2 Yrs
Louis Raprager	Student Org	August 2015	August 2017	2 Yrs
Andrew Carroll	Taxpayers Assoc	June 2015	June 2017	2 Yrs