

COUNCIL ON BUDGET AND FACILITIES

February 8, 2021

APPROVED SUMMARY

Members Present: Tonya Cobb, Terry Cox, Christie Diep, Temperence Dowdle, Rodrigo Garcia, Craig Goralski, Cherry Li-Bugg, Melisa McLellan, Jennifer Oo, Kim Orlijan, Alex Porter, Irma Ramos, Leslie Tsubaki, Ty Volcy, Kashu Vyas, and Fred Williams

Guests Present: Fola Odebunmi, Jeremy Peters, Valentina Purtell, Kai Stearns, and Richard Williams

Members Absent: All members were present.

Call to Order: The meeting was called to order at 2:01.

1. **Summary:** The summary of the December 14, 2020, meeting was approved, and the January 11, 2021 notes were reviewed.

2. **Budget Update** – No new updates since the January 11, 2021 off-schedule meeting.

Status Update of RAM Handbook – Kashu Vyas informed the group that no additional information has been updated. This item will be brought back at the March 8, 2021 meeting for a more detailed report.

3. **One-time Funding Discussion** – A one-page summary of current, potential, and approved line items was provided to the committee.

As previously discussed, yellow line-items were added back in for further discussion by the Committee. In addition, it was recommended by the campus Budget Officers to defer the two (Fall and Spring semester) \$5,000,000 line items to backfill the campuses for lost revenue from the one-time funding to CRRSSA – HEERF II funds.

Questions/comments:

1. *Was the \$131,760 for the HR Automated Processes (SIG) approved for consultant work?*
Yes. SIG is the name of the consultant, Stata Information Group. Simon Brown-Thunder is leading this effort and will be working with the consultant (SIG) on implementing the program.
2. *Will there be an impact at the campuses for deferring funding for backfill for lost revenue to CRRSSA funds?* Alex Porter spoke on behalf of Cypress College – This topic has been discussed and backfills would be eligible to be funded by CRRSSA funds. If the funds are deferred, it would free up the one-time funds for future use and give the campuses some flexibility on how the funds can be allocated. Rodrigo Garcia was in agreement with Alex Porter and mentioned that the possibility of deferring funds has been discussed between the campus Budget Officers and at Fullerton's local governance groups (PBSC & PSC). Rodrigo also noted that the campuses have not received scheduled maintenance funds in years. It would be nice to be able to allocate some funds for such projects.
3. *Is there a list of scheduled maintenance projects?* Yes. The campuses will provide an updated list for the Committee.
4. *Kim Orlijin suggested adding the previously approved amounts, as a starting point/guide, for the yellow highlighted line items and recommend that the details be discussed at the campus level.*
5. *Why was NOCE not included on the list?* Funds are not received for non-credit students. Dollars are eligible to be spent on Non-credits students but are generated by credit

students. Chancellor's Staff will need to look at an allocation for NOCE. NOCE President, Valentina Purtell stated that NOCE will honor funding requirements for the CARES/CRRSSA funds. NOCE is currently providing financial assistance to their students via CARES/CRRSSA in the form of grocery vouchers, hot spots, computer loans, public transportation vouchers, and through a contract with Pathways of Hope to support student hunger needs. NOCE wishes to continue these efforts.

6. *Are we only looking at scheduled maintenance projects or additional funding to provide the campuses with safety measures to returning to in-person instruction?* With one-time funding we are looking at scheduled maintenance. With returning to in-person instruction, we are looking at using CRRSSA – HEERF II funding.
7. *Strategic Plan Funding – Of the \$1 million, \$400,000 was previously approved by CBF for Strategic Plan Funding to support the District-wide commitment to Diversity, Equity, Inclusion, and Anti-racism (DEIA). Is it possible to earmark additional funding?* The initial \$400,000 will be going to the Board on 2/9/21 for approval. Fred Williams will discuss current details with Dr. Marshall and bring back information to the next meeting.
8. \$18 million was previously allocated to the campuses for facilities/deferred maintenance. Fred Williams requested that the campuses provide a detailed analysis of what the funds have been used for, current use, future use, and a timeline at the next meeting. Future items that need additional funding will need to be discussed at the campus level to determine how the monies are allocated.

By consensus, \$10,000,000 for campus backfills will be redirected to use CRRSSA – HEERF II funds and added back to the unallocated one-time funding total, for an ending balance of \$24,398,620.

4. **CARES/CRRSSA – HEERF II Funds** – A spreadsheet of the grant breakdown for each campus was provided to the Committee.

Campuses will receive CRRSSA – HEERF II funds based on the initial application for CARES funding. There are some restrictions associated with the student portion of the CARES dollars, however there is some flexibility with the Institutional portion, which allows the campuses to backfill their lost revenues. Campuses have been discussing their planned uses related to funding and have been reflected on each campus report. All three campuses have been focusing on pandemic responses (distance ed., contact tracing, COVID testing, PPE, technology, study spaces, etc.) and additional student support (food pantries, food/housing/transportation/book vouchers, additional student aid, etc). Both campuses incorporate NOCE programs/sites in their assessments and implementation of safety measures related to their pandemic responses.

By request of the Committee, staff will provide an updated spreadsheet on a quarterly basis.

5. Facilities Update

Fullerton College – Rodrigo Garcia provided an update:

- Instructional Building – The 1st floor dry wall has been completed, and painting has begun. Crews are currently working on framing and dry walling on the 2nd and 3rd floor. Window installation on the 1st floor has been completed and roofing and tiling will begin soon. The close out for this project is scheduled for October 2021.
- Central Plant – The exterior of the building is complete. Piping is currently being hooked up.
- 300/500 Building – There were six pre-qualified contractors, one backed out and the bid has been extended to February 15. The swing space project is expected to start January 2022.

- Chapman and Newell Project – The design-build proposal was approved, and the project is expected to go out to bid early March 2021.
- Performing Arts Complex – Pfeiffer Partners was selected as the project architect and Board approved on January 26, 2021. The first meeting with the architects was held last week.
- Fullerton Property – Two of the four properties were removed and relocated. There is a potential buyer for one of the remaining properties. Staff are waiting for the California Environmental Quality Act (CEQA) report.
- Starbucks Project – Currently in the planning phases. Staff is waiting for the hazard mitigation report.
- Sherbeck Field – Went to Board for the procurement of the bleachers, was approved and plans were submitted to DSA in December 2020.

Cypress College – Alex Porter provided an update:

- SEM Building – There are some delays and damage due to rain, April 20 is the expected completion date. Started procurement for the furniture fixtures and equipment.
- VRC/SAC – Delays also due to rain (drainage) and some installation issues with the glass wall installation. Staff are expected to move in next month.
- Fine Arts Project – The preliminary plans were submitted to the State, the next step will be to get approval for the working drawings.
- Baseball Clubhouse Project – Project is expected to be completed by mid-February.
- Capital Project Manager – Cypress has hired a new manager, Allison Coburn.

Anaheim Campus – Rick Williams provided an update for the Anaheim Campus.

- Scheduled maintenance project – TRANE is completing the final adjustments on the Variable Air Volume (VAV) for the Energy Management System and anticipated to be complete by mid to late-February.
- Electrical Vehicle Charging Station – Construction documents were submitted and have been through the plan review phase and is awaiting final DSA approval. Ten new EV charging stations, including two accessible stations, are anticipated to start construction in April 2021.
- Solar Energy Project – preliminary campus energy usage calculations and solar array canopy size is in progress. Proposal and design for the Anaheim Campus will be prepared and presented to the Board in March. The project will largely reduce electricity demands from traditional electricity grid and replace with solar generated power.

Network Refresh – Dr. Cherry Li-Bugg provided an update on the Network Refresh project.

- Change Order #2 - Will be taken to Board on 2/9/21 for approval for Phase II of the project. The change order will be to upgrade technology that was not available during the initial planning phase.
- Telecommunication standards have been revised and will go to the Board on February 9th.

6. Other/Future Items

- RAM handbook
- IT Funding

Next Meeting: March 8, 2021

Meeting adjourned at 3:21 p.m.