

**COUNCIL ON BUDGET AND FACILITIES**  
**November 14, 2022**

**APPROVED SUMMARY**

**Members Present:** Jennifer Combs, Terry Cox, Damon de la Cruz, Rodrigo Garcia, Raine Hambly, Cherry Li-Bugg, Elaine Loayza, Kathleen McAlister, Fola Odeunmi, Stephen Schoonmaker, Marlo Smith, Leslie Tsubaki, Kashu Vyas, and Fred Williams

**Members Absent:** Marwin Luminarias, Jennifer Oo, and Irma Ramos

**Guests Present:** Richard Williams

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

1. **Summary:** The summary of the October 10, 2022 meeting was approved.

2. **Memberships**

- Raine Hambly brought forth a recommendation to add a student leader from NOCE to align with the student representation from both Cypress and Fullerton College. Members discussed the benefits of having equal representation and advocated to have a NOCE student representative on CBF. Fred Williams volunteered to follow-up with Human Resources on providing compensation to student representatives. **By consensus, it was approved to submit the recommendation to add a student leader from NOCE to CBF at the next DCC meeting.**

3. **Budget Update** – Post-closing adjustments to Fund Balances.

Kashu Vyas provided the committee with a summary of the adjustments made to various 311 Funds after the required information for the District's CCFS-311 (state) data was submitted. The following highlights were shared with the committee.

- Adjustments - GASB 31– at the county level, cash is considered a part of an educational investment pool. The auditors required that the District show the differences (cash vs unrealized gain/losses) in the 311.
- Lease Accounting for Lessors - is a requirement that does not impact operations but is required per generally accepted accounting principles.
- Overaccrued Liability Adjustments – These amounts were due to a timing difference. When a vendor does not provide their final invoice amounts while closing the books, an estimated amount is accrued to cover the invoices. However, at the time of the audit, the auditors suggested that the final amounts be covered in the following year based on the date the invoices were received.
- Cumulative Categorical Settle-up – when grants are overspent, the campuses are required to cover the over expenditures on the grant.

Vice Chancellor Williams shared some insight on GASB 31 – The District holds their cash to maturity and does not expect to see any losses this year. While it is a governmental accounting standard, historically, the District has not booked the GASB 31 entries due to immateriality.

4. **One-time Funding Request** – Environmental Sustainability

In 2021 and 2022, the District has adopted BP 3580 – Sustainability Plan, and AP 3580 – Environmental Sustainability. To adhere to the applicable statewide policies, targets, and

goals relevant to sustainability, the Chancellor, Dr. Breland has designated the Vice Chancellor, Finance and Facilities the responsibility of publishing a plan and creating a formal committee to oversee the implementation of the administrative procedures. It was recommended by the Vice Chancellor, Finance and Facilities to allocate \$1 million dollars for the implementation of AP 3580 to be used to hire a sustainability firm and to help the campuses staff a position to focus on sustainability for the next two years.

The campus CBOs and Facilities Director shared their excitement and support for the sustainability committee and recommendation.

Vice Chancellor Williams also shared that it is believed that there will be a significant amount of resources coming to the districts, specifically for sustainability issues. Districts are aware of \$10.5 billion of Federal Funds that will be coming through, just not how the dollars will be allocated and how much will go to the community colleges. Currently staff are working on gathering baseline data in response to the Chancellor's Office requirement. Required data is expected to be input into the state system by the beginning of the end of December.

**By Consensus the recommendation for \$1 million dollars for the implementation of AP3580 was approved and will be moved forward to DCC for further consideration and approval.**

Questions/Comments:

1. *Fola Odebunmi shared that she had received multiple requests for training, specifically on IT equipment. Staff have received new equipment and no training on how to use the devices.* Vice Chancellor Williams stated that all voting CBF members can bring forth a recommendation for one-time funding requests.

## 5. Facilities Updates

Fullerton College – Rodrigo Garcia provided an update on behalf of the campus.

- Performing Art Building Project – This project is close to 100% construction drawings. Staff will be going to the Board soon to address some issues with the EIR and the historical aspects of the building. The project is a three-phase project. The first phase is the relocation of the chiller plant. Phase two is the construction phase, and phase three will be the parking lot reconfiguration.
- M&O and Chapman Newell – Almost at 100% construction drawings.
- 300 Renovation Project – A new architect was selected and the project is on schedule to resubmit the package for all of the additional seismic work to the building. In order not to lose State funding, a contractor will need to be selected before November 2023.
- Sherbeck Field – The foundation will be going in mid-November. The project experienced a few small setbacks from the rain last week. Completion is anticipated March/mid-spring before fall commencement.
- Scheduled Maintenance funding will be used for projects around campus. Some major projects include ADA compliance issues, tunnel repair, decentralize boiler systems.

Cypress College – Stephen Schoonmaker provided an update on behalf of the campus.

- Fine Arts Swing Space/Old SEM Building - Design work for the newly renovated Fine Arts is underway, but challenges with the network and connectivity issues are still being resolved.

- Veterans Resource Center – Temporary pavers will be replaced with engraved pavers to honor those who donated for the construction of the building.
- New SEM Building – Additional issues have surfaced after the rainfall in November.
- EV Charging Station – Staff are working with Southern California Edison to submit paperwork to DSA to begin work in the summer.
- Health Services – Staff have been working with user groups to create initial design elements. HERF funding was received for the health center renovation. The new center will provide additional space for mental health counseling.
- Culinary Arts Temporary Relocation – Moving along with the Anaheim Campus in preparing for the move.
- Scheduled Maintenance funding will be used for projects around campus. Some major projects include LLRC gym one, roof replacements, locker room repairs, terrace repairs from water damage, HVAC valves, and elevator repairs
- Student Housing – The campus was awarded a planning grant which has been utilized to create a construction grant (deadline of January 2023) to provide affordable student housing. Cypress will be looking into a third-party housing management and student surveys have been created to allow student to have input on pricing, interest, etc.

Anaheim Campus – Rick Williams provided an update on behalf of the campus.

- Water Proofing Project – The project application was approved by the state. Architects are moving forward with identifying damaged areas.
- Swing Space – Awaiting DSA approval in late-November and will be going out for bidding. This project will include the demolition of the playground.
- Staff are working with NOCE to reconfiguring work spaces during construction.
- Scheduled Maintenance Project – Projects include chiller replacements, high riser pipe replacements, underground links between the fiscal plant and tower, and ADA access points.
- Signage – Staff will be bidding out the interior and exterior signage and branding for NOCE.

A future one-time funding request will be brought forth at the next meeting to cover anticipated construction budget shortfalls.

## 6. Future Meetings

- December 12, 2022
- January 9, 2022

**Meeting was adjourned at 2:45 p.m.**