
YUBA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee
Yuba College, Building 300, Room 303
4:00 – 6:00 p.m.
Monday, November 26, 2007

Minutes

MEMBERS PRESENT	Brent Hastey, <i>Chair</i> , Eleanor Mackensen, <i>Vice Chair</i> , Marc Boomgaarden, Karl Diekman, Dr. Thomas Hewlett, Pauline van Muyden and Cynthia White
MEMBERS ABSENT	Dr. Ernest Garcia and Amanda Martinez
DISTRICT	Dr. Willard Wright, <i>Vice Chancellor Administrative Services</i> , Dr. Adrian Lopez, <i>Director Public and Governmental Relations</i> , Rod Perry, <i>Director Bond Facilities Construction</i>
DMJM	Eloy Retamal, Craig Fernandez and Barbara Tracey
GUEST	James White

Agenda Item 1: Welcome

Dr. Wright welcomed members and thanked them for attending the second CBOC meeting; Dr. Wright gave the meeting over to Mr. Brent Hasty, Chair.

Agenda Item 2: Call to Order and Attendance

Mr. Hastey called the meeting to order at 4:00 p.m. A quorum was met with seven committee members present.

Agenda Item 3: Public Comment

There were no public comments.

Agenda Item 4: Approval of August 2, 2007 Minutes

There was a motion made by Ms. White and seconded by Mr. Boomgaarden to approve the August 21, 2007 minutes.

Agenda Item 5: Measure J Bond Project Status Report

Mr. Fernandez, Program Director with DMJM asked the committee to review the format of the Project Status Report as of October 31, 2007 which was provided with the agenda to make sure it works well. An update on the report was given as follows:

- Cost Summary, Attachment A –
 - Detailed by project, project budget, paid to date and percentage of completion. Mr. Diekman suggested the percentage of project completion be highlighted as complete. He also asked why Project J-29 was 105% complete. Dr. Wright explained that the District had two obligations on the books. The first is Project J-29, a lease purchase agreement; borrowed monies for the Woodland Community College Learning Resource Center, Building 800 and the Marysville

campus parking lot. The original loan stipulated a minimum five-year obligation. Funds have been transferred to a trustee to pay off the debt in 2010. The lease purchase agreement amount owed includes three years of interest expense. The second obligation was the Certificates of Participation (COPS) at Clear Lake. This was also paid in full. The lease purchase agreement and COPS obligations are clearly detailed in the Facilities Master Plan, as part of the \$190 million total cost.

- Project Status Matrix, Attachment B – Shows how each project is progressing. There are quick-start projects are in process while other projects are beginning.

Project Activity Summary

- Sutter County Facility
 - Project J-01 - Sutter County Facility – EDAW, Inc. has been hired to do a site assessment on three properties. An estimated completion date of their findings will be identified by EDAW mid-December.
- Yuba College – Marysville
 - Project J-06 – User Group has been defined for the Performing Arts Renovation.
 - Project J-12 – Building 1000 project being completed.
 - Project J-28 – The Swing Space is complete. This area consists of portable classrooms for displaced students while buildings are being renovated.
- Clear Lake Campus
 - Project J-33 – Renovations complete.
- Woodland Community College
 - Project J-35 – Building 700, Student Services Center is partially empty. Backfill into Building 100 will begin in December.
 - Project J-39 – There have been security issues as well as hardware problems. Project replacements have begun.
 - Project J-40 – When the City constructed the sidewalk at the Gibson Road Frontage they cut off the irrigation system. With minimal grounds staff, the main focus was on the core of the campus. Ms. Mackensen asked if the berm would be removed during renovation. Mr. Fernandez informed the committee that landscape architects will look at various options for improvement. The District recently adopted a sustainability policy; landscape will be low maintenance.
- Colusa Outreach Facility
 - Project J-42 – EDAW met with the developer this month to discuss the acquisition of the property. EDAW and the developer will meet again 1st week in December. The developer has indicated an interest in donating property located in Williams, CA. Ms. White asked if it would be possible to use existing sites in the interim. There are no plans to develop an interim location in Colusa County. Ms. White also informed the group that the developer has another piece of property outside Colusa.

Architectural service interviews (3-4 firms) will take place early December.

- Program Cost Summary
 - There have been no significant costs against Bond funds to date.
 - January – June 2008, Architectural Firm(s) will be hired.
 - 2008/09 – Bond Construction costs will increase.

Mr. Boomgaarden inquired if there could be an overall master plan developed so the committee can view each project. Mr. Fernandez stated the Program Management Team is looking at prioritizing projects. Beginning

January 2008 there will be an approved Master Schedule (Attachment B) that will go into more detail. The Team will provide a “roll-up” schedule with the status of each project. This will be placed on the Measure J website (www.yccd.edu/measurej) and updated quarterly along with press releases, information about CBOC members, agendas, and minutes, Requests for Qualifications (RFQ) and Request for Proposals (RFP).

Agenda Item 6: Term for Committee Members

Committee by-laws state members will draw lots or otherwise select a minimum of two members to serve an initial one-year term with remaining members serving an initial two-year term. The committee’s Chair and Vice Chair will serve initial two-year terms. After drawing lots, the following committee members will serve an initial one-year term:

- Mr. Marc Boomgaarden
- Dr. Ernest Garcia
- Ms. Amanda Martinez
- Ms. Pauline Van Muyden

Committee members serving two-year terms:

- Mr. Karl Diekman
- Mr. Brent Hastey, Chair
- Dr. Thomas Hewlett
- Ms. Eleanor Mackensen-Vice Chair
- Ms. Cynthia White

Agenda Item 7: Announcement/Committee Comments

Mr. Hastey asked the committee to consider holding CBOC at the other campuses. Dr. Lopez noted that campus tours could be arranged for the committee.

Agenda Item 8: Next Meeting Dates

February 25, 2008, Woodland Community College and May 19, 2008, Clear Lake Campus. A reminder notice, along with campus maps, and parking passes will be mailed prior to each meeting.

Agenda Item 9: Adjourn

Mr. Hastey adjourned the meeting at 4:55 p.m. Dr. Garcia arrived at 5:00 p.m.