I. CALL TO ORDER
Mrs. Lewis called the meeting to order at 3:30 p.m.

II. INTRODUCTIONS
Mrs. Lewis called the roll of the committee members. Carol Horton reported that Ariane Lehew and John Serpa notified us that they were unable to attend the meeting. Mrs. Lewis thanked the members for supporting her at the Board of Trustees Meeting on January 23rd.

III. APPROVAL OF MINUTES OF DECEMBER 7, 2006 MEETING
Mrs. Lewis asked if everyone had been able to review the December 7, 2006 minutes and if there were any comments or questions. Mrs. Fritz moved that the
minutes be approved as presented. The motion was seconded by Mr. Bird and the minutes were unanimously approved.

IV. PUBLIC COMMENT
No public comments.

V. BOND REPORT – REVENUE AND EXPENDITURES
Mrs. Horton reviewed the Revenue and Expenditures report that was distributed to the committee which reports the activity from July 1, 2006 through February 28, 2007. Expenditures for this year are $10,096,433 leaving a bond fund balance of $1,369,029. Mrs. Horton reported that we are invoice by invoice watching the balance of cash. We are in the process of our second issuance of $40 million which has been approved by the Board of Trustees. Mrs. Horton had projected that we would issue in late March or early April but we have been delayed until late April or early May due to the state is issuing $500 million in state bonds in the same period. A resolution was passed before Measure G was passed, which was recommended by counsel, that allows us to pay expenses out of other district funds and then we can reimburse the district fund after the issuance. This allows us to continue to pay our bills. Mrs. Horton reported that we have changed bond counsel from David Casnocha to Fulbright and Jaworski LLP, a firm in Los Angeles. Our main representative is Lisalee Wells. Mrs. Horton has worked with this firm as a Board Member with the Los Angeles County Office of Education Business Advisory Group. They have been approved by our board. They are now in the process of reviewing all of our documentation and information regarding Measure G to insure that everything is in order. Our financial advisor is Rod Carter of RBC Capital Markets, formerly RBC Dain Rauscher.

VI. CONSTRUCTION UPDATE
Mr. Bradshaw provided the committee with a Bond Program Status Report.

The Center for Innovation – Structural steel is in place. Steel framing is in progress as well as plumbing, electrical and HVAC. Concrete floors on the second and third level are in place. This project is slightly behind schedule. Mrs. Horton reported that Jim Scinocca, the project supervisor, took some employees and a board member through the building with hard hats. Mrs. Horton stated that Dr. Ortell was very impressed with Mr. Scinocca's detailed knowledge of the project. Dr. Viera asked why there is schedule delay. Mr. Bradshaw stated that there were some sub contractor problems and steel problems, but that the contractor is now working Saturdays to make up time.

Central Plant – The building is basically complete with the exterior doors pending. All of the equipment is in the building except for the electrical substation. The tank is complete except for the exterior insulation and is filled with 650,000 gallons of water. We have checked for settlement and have found none. It should be up and running by the end of June. Carol Horton noted that the mechanical equipment, chillers and boilers are very impressive. When we do
the campus tour in June the committee will be able to go inside to see it. Mr. Bradshaw also noted that we are receiving $300,000 from Southern California Edison for our HVAC program along with the Central Plant. The Gas Company was supposed to give us $871 for gas savings incentives and they have raised it to $18,000. Mr. Kays asked if we have checked for leaks. Mr. Bradshaw responded that they have x-rayed the welds and the engineering is solid.

The Field House/Concession Building - Plans and documents are at DSA for review and should be out in early April. The board has approved the authorization to go to bid. The bid process should be complete by the end of May and construction should begin in early July. The construction start date is delayed due to the activities such as graduations that are planned in the stadium in May and June.

Fine Arts Complex – The project is on hold. The geotechnical survey indicated seismic issues on the proposed location next to the Performing Arts Center. Due to that and the need to move ahead immediately on the Student Services Building we have changed the location of the Fine Arts Building to the site of the existing Art Center.

Infrastructure Survey – Giron Engineers has completed the survey and has determined that our existing storm and sanitary sewer systems are adequate to service the new buildings. We will put in a surge tank as a precaution north of the Central Plant. Mrs. Horton would like the written report and a copy to Dr. Viera.

The Security Building - Construction documents were submitted to DSA in January of 2007. We are anticipating construction starting in August 2007.

The Student Services Building – The building has been moved to directly west of the Art Center due to the seismic issues. Since this project is state funded as a “Ready Access” project we have strict timelines to adhere to. The project must be approved by DSA, bid, approved by the Board of Trustees and sent to Sacramento for final approval by June of 2008. We are currently in the design development stage and the preliminary plans should be ready to go to the Chancellor’s office next week for approval. The architect will do a presentation to the Board of Trustees on April 3rd.

Nursing Program- Two classrooms in Tech B were totally gutted and turned into space for the new Nursing Program. Construction should be complete the first week of April and the program will be ready to go. Dr. Viera added that we have just received the letter from the State certifying the Nursing Program. Mrs. Horton added that we were not specifically looking at bond money to fund it but we have decided to allocate up to $400,000 of bond funds for the renovation of the facilities for the Nursing Program. We will shift money from the facilities condition assessment area which are things like the infrastructure needs and from scheduled maintenance projects. The funds we had allocated in the district was one time money for instructional equipment and program enhancement and the state will not give it to us again. In order to provide instructional equipment
money in other areas we have allocated the $400,000 for the Nursing Program out of bond money and it will be added to the implementation plan.

East Parking Lot – The East Parking Lot is in design. We are hoping to bid this project in mid April with construction starting in June. Lights, a parking pass machine and an emergency phone will be installed. It should be complete in 90 days from the start date. Dr. Viera asked about the parking lot evaluation. Mrs. Horton responded that it has not started yet. We are waiting for final approval of the location for the Student Services Building. Mr. Bradshaw noted that they have been out for the initial traffic analysis but they need to lay out the final flow with the new building placement. Mr. Kays asked if there were any problems with the lighting and the neighbors. Mr. Bradshaw stated that the lights will all be downward lighting. Mrs. Horton noted that we do not have to get city permits but we have always worked with the neighbors on their concerns with lighting and traffic.

Softball Fields – Design has begun for the new Softball Fields and staff has reviewed and approved the design. We are exploring artificial turf there also and are looking at price estimates. Jody Wise (Dean of PE and Athletics) and Jackie Boxley (Softball Coach) will be testing the turf for their purposes. We may visit some locations with the artificial turf before the decision.

Vocational Technology Building – This is a completely state funded project. It should be out of DSA mid April and be sent to the Chancellor’s Office for approval to go to bid. We anticipate bidding in June or July with construction starting in August 2007. The timeframes between the Field House, Voc Tech and the Security Building will be one after the other. The Parking Lot can go on during these other projects because they are a different type of contractor.

Dr. Viera asked if pushing DSA has made any difference. Mr. Bradshaw felt that it has helped a little bit. He has scheduled a meeting with the Los Angeles Office of DSA with Greg Beard of tBP Architecture to explain the urgency of Student Services Building approval. Jim Rogaski of the Chancellor’s Office has stated that we need to document any meetings with DSA. The Chancellor’s Office will then go to DSA state level with any problems. If we do not get cooperation from DSA with our timelines we could loose the funding of $6 million on the Student Services Building.

Mrs. Horton passed out a short report created by Mike Harrington of the bond projects and summer projects with a current status.

Mr. Bradshaw reported that there is some relocation of programs that have to take place during the construction projects. He complimented the staff on the work that they do because it is behind the scenes and does not get much notice.

Mr. Kays asked if Vocational Technology was in the Master Plan. Mrs. Horton reported that it was. Mr. Kays asked if we run short would we use bond funds for Vocational Technology. Mr. Bradshaw noted that Voc Tech is completely state
funded and that we have a budget of $790,000 for furniture and equipment. Mrs. Horton noted that we had a smaller budget for furniture and equipment on the Math/Science Building of $140,000 because it was considered a replacement project. Mr. Bradshaw also noted that a lot of the high tech equipment of the Vocational Technology Building is attached to the building and is part of the original bid. Mrs. Horton brought in two color boards made by tBP Architecture; one is the Center for Innovation and the other is the Vocational Technology Building. She is very pleased with the results on the color boards. She reminded the committee that the Vocational Technology project is two phases. This color board is the classroom wing and the second phase is location of the automotive bays.

Mrs. Lewis asked Dr. Viera if he had anything to add. Dr. Viera mentioned that the committee should be very pleased with the design of the Student Services Building. The roof lines and the type of block have made it a dynamic design and will be the signature building on campus. The final approval by the Board of Trustees is at the April 3rd meeting. Mrs. Horton noted that it will be 58,000 square foot, two story building. It is much bigger than the Center for Innovation which is 36,000 square feet with three stories. Mrs. Horton noted that it has a pie shape entrance and the architects have suggested a water element for the area. This may be a project that the Foundation may want to look at funding. Mr. Bird suggested that there be a contest with the art students to design something. Mr. Bradshaw noted that the area between the Student Services, Art Center and the Performing Arts Center will lend itself to many activities.

Mr. Kays asked how we are doing in comparison to other Districts with bond programs. Mr. Bradshaw stated that each has their own projects going and he feels that we are moving ahead faster and with less cost per square foot than some are. Dr. Viera stated that Carol Horton’s recommendation of bringing Bob Bradshaw in and doing our own project management has made a difference in how quickly we could get started and our cost savings. We are keeping the number of projects under control so we don’t over extend ourselves. Mrs. Horton also complimented her Director of Facilities, Mike Harrington and Director of Purchasing, Tom Hippie for tremendous amount of work they have taken on with the bond projects. Besides the bond projects, they have to continue with the regular maintenance of a 640,000 square feet of building plus the infrastructure. Mrs. Horton also complimented college community including the faculty and staff that participated in the design meetings for Student Services. We have been very organized and have completed the design in a very short time frame. The Student Services building has had many different user groups that had input into the design of the building. Mr. Bradshaw noted that in the next 3 to 4 years we will be very busy with construction.

Mrs. Horton also reported that she is currently working with the tBP Architecture on IPPs (Initial Project Proposals) for state money for projects within the bond. We submitted IPPs for the Administration Building and the Child Development Center a few years ago and they did not go anywhere because the buildings were not old enough. We may be able to get funds this year for Hayden Hall,
Tech G and the Gym. If we receive the state funds we can reduce the amount of bond funds spent. We can submit the Administration Building and the Child Development Center in a few years for state funding when the buildings are older. Jim Pierce, the Chief Engineer keeps all the records on the age of the buildings and when they were moved.

VII. REQUESTS OF STAFF/ITEMS FOR FUTURE MEETINGS
A reminder to the committee to bring your hard hats for the June 28, 2007 meeting.

VIII. SCHEDULE OF UPCOMING MEETINGS
The meeting dates for 2007 are:
June 28, 2007  3:00pm Campus Tour
September 13, 2007  3:30pm
December 6, 2007  3:30pm

IX. ADJOURNMENT
The meeting was adjourned at 4:40pm.

Respectfully submitted,
Judy Rojas
Administrative Assistant
Office of the Vice President of Finance and Administrative Services