



**Palomar Community College District
1140 West Mission Road
San Marcos, CA 92069-1487**

**INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE
Friday, March 5, 2010
MINUTES**

Call to Order

The meeting was called to order at 12:30 p.m., by John Nabors, Vice Chair of committee.

Members Present: Richard Borevitz, Claudia Duran, Maurice Haight, John Nabors, George Weiner

Members Absent: Ginny MacDonald, Mike McDowell

District Representatives: Robert Deegan, Superintendent/President
Bonnie Ann Dowd, Asst. Superintendent/Vice President,
Finance & Administrative Services
Mike Ellis, Director, Facilities
Laura Gropen, Interim Director, Marketing
Phyllis Laderman, Director, Fiscal Services
Eileen Poole, Contracts Specialist

Guests: John Aragon (ASG), Mike Barbera (Project Management Advisors), Mehrasb Farahan (ASG), Jef Farrell (Swinerton Builders), Anne Marie Mowatt (Swinerton Builders)

Public Comments

Public comments were solicited. There were none.

Approval of Minutes – December 18, 2009

MSC: Borevitz/Weiner The minutes were approved and will be posted on the ICOC website.

District Reports

Vice President Dowd asked Mike Ellis to provide the ICOC members with an update outlining the current status of Prop M construction projects. Mike distributed a handout and reviewed the following project highlights with the members:

Natural Sciences (NS) Building - A listing of 102 special projects and/or equipment needed to complete the NS Building had been compiled with 61 of these tasks completed and 4 currently in the works. Since the NS Building project is under budget and the Planetarium is part of the Natural Sciences' discipline, it was decided to transfer \$1,400,000.00 from the NS Building Project budget to the Multimedia Lab/Planetarium project for the purchase of new equipment for that project.

PC North Education Center – The District continues to work with the various agencies to procure approvals required for permit with the County of San Diego so the District can begin the bidding and construction process for grading of the site. The anticipated date to have that approval is April 2010.

Humanities Building – The Final Project Proposal (FPP) has been submitted to the state chancellor's office. It was decided to move this project's design timeline up based on the fact that state funding for the Library/LRC project has been delayed due to the state's current economic situation. The District transferred \$2,500,000.00 from Library/LRC project to this project.

Health Sciences Building (formerly S-Bldg. Project) - This project is going quite well with the construction of the building anticipated to be completed in April 2010 and the landscaping in May 2010.

Escondido Center North Wing Retrofit – The project is currently in the bidding process and the bid is scheduled to close on March 31, 2010 with construction scheduled to start in May with a completion date of September 2010.



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Industrial Technology Center – This project is well underway. A contract was awarded to Jaynes Corporation for the construction of the new Industrial Technology Center at the January 2010 Governing Board meeting.

Theater Addition & Remodel – Plans have been completed and were submitted to DSA in February 2010. The District expects 6-10 months for approval from DSA. The anticipated date to go out for bid for this project is fall 2010 with an 18-month construction schedule and classes to be held in fall 2012. Mike explained that the project was originally planned to be done as two separate projects, but after conferring with the construction managers and others, it was determined that there is a big cost-savings if we combine both of the projects into one. The theater addition will be funded from Series A and the remodel portion of the project will be funded from Series B.

Landscape Improvements – San Marcos – The plans are 95% complete. Once the District receives the final plans they will be reviewed with the Arboretum Design Ad Hoc Committee prior to being sent to Facilities Review Committee for its review and approval. The plans and construction documents are anticipated to be sent to DSA for approval in the very near future.

Infrastructure Improvements – Phase 1 of the project was completed in January 2010 with most of the work being completed over the winter semester break. The bid price was \$447,650.00 and the District was able to secure matching funds from the State for \$238,969.00, which in turn, only required \$203,682.00 from Prop M funds.

Multidisciplinary Instructional Building (MIB) – The MIB project is going quite well with over 50% completed to date. Completion is expected in September or October of this year with classes being scheduled to be held in the building starting in January 2011.

AV Technology Improvement Projects – This is a new project. It originally was included in the lump sum for the Information Services Technology Projects, but since this project impacts two different departments, a new series of expenditure accounts have been created to allow the District to track the audio visual projects separately. This project includes all the new projectors, smart boards, and other types of AV equipment.

Information Services Technology Projects – The installation of new generators for Campus Police and Information Services have been completed and are operational. Expansion of wireless network coverage continues with the installation of additional equipment in existing buildings. The Escondido Center's telecommunications conduit/cable infrastructure was upgraded with state-of-the-art materials.

Leveraging Our Prop M Dollars – Mike reported that the District has been able to supplement Prop M funding with additional funding in the amount of \$1,129,391.48 as follows:

- Received \$450,000.00 from State CCC Scheduled Maintenance Program for HVAC Upgrade Replacement Projects included in the Facilities Implementation Plan.
- Received an incentive check in the amount of \$33,823.16 from SDG&E for energy efficient design and installation in relation to our HVAC Upgrade Replacement project.
- Received \$238,968.00 from State CCC Scheduled Maintenance Program for infrastructure improvements at the San Marcos campus.
- Received an incentive check in the amount of \$16,600.32 from SDG&E for Information Services Technology Projects "server virtualization".
- Received \$350,000.00 from the City of San Marcos Redevelopment Account for the installation of an emergency generator for the Campus Police Building.
- Received \$440,000.00 from the City of San Marcos Redevelopment Account for 4 hardscape/landscape projects on the San Marcos campus.

Bonnie was pleased to announce that committee member, Mike McDowell, has nominated the District for the Golden Watch Dog Award presented each year by the San Diego Taxpayer's Association. The



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nomination recognizes the District's program management in leveraging Prop M funds. President Deegan commented that it's an honor to be recognized for our efforts by this nomination. Bonnie further thanked Mike Ellis and the rest of the staff for all their efforts in leveraging Prop M dollars.

Bonnie then asked Phyllis Laderman, Director, Fiscal Services, to provide a Prop M budget update. Phyllis distributed and reviewed the Financial Data Report for Prop M Bond-Series "A" Projects as of February 28, 2010. She noted the cumulative expenditures totaled \$72,678,845.57. Phyllis further informed the Committee that the annualized interest we are receiving on the funds being held in the County is still at a good rate at slightly under 2.0%.

Bonnie reported to the committee that the District is gearing up to issue a Request for Qualifications (RFQ) for an Investment Banker(s)/Underwriter Team(s) in preparation for the sale of Series "B" bonds in the fall.

State Budget Crisis Impact

Bonnie noted that there was not much new to report in reference to the state budget crisis. However, the Governor did sign in place another deferral to education for payments, so the payment the District was to receive in March has been currently deferred to April.

President Deegan provided an overview as to how the budget crisis will impact the District in reference to expected cuts to categorical programs, rising unfunded student enrollment, FTES impacts on apportionment and the District's increasing operating expenses.

Other

Bonnie announced to the ICOC members that the Groundbreaking Ceremony for the new Industrial Technology Center will be on April 9, 2010. Committee members will be receiving invitations.

ICOC Annual Report

Bonnie reminded members that the ICOC Bylaws require that a narrative annual report be presented in a public hearing to the Governing Board by the end of the fiscal year. Bonnie asked Laura Gropen to distribute copies of last year's report to members and Bonnie asked members to give their input in reference to format, changes, etc., for 2008-09 Annual Report.

After discussion the ICOC agreed to keep the same format used in previous year's report and present the 2008-09 Annual Report to the Governing Board at their May 11, 2010 Governing Board meeting. Ginny will be making that presentation as Chair of the ICOC. All ICOC members are encouraged to attend.

Comments From Members Generated the Following

John Nabors reported that he would not be able to attend the June 4, 2010 meeting and asked if the meeting could be re-scheduled since his term will be expiring on June 30, 2010 making the next meeting his last meeting. Discussion followed with a suggestion that the meeting be moved to June 11th. Bonnie said that she would contact members not present today to determine their availability and will notify members of the rescheduled date. Maurice Haight will also be terming out and Claudia Duran will be transferring as of this spring. It was agreed that every effort will be made to schedule a date that all members are able to attend.

Adjournment

There being no further business, meeting adjourned at 1:38 p.m. The next meeting is tentatively scheduled for June 11, 2010. Agenda and minutes will be distributed prior to the meeting with a call for agenda items in advance of their distribution.