



INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE
Friday, September 7, 2018
Location: RS-5
MINUTES

Call to Order

The meeting was called to order at 12:35 p.m. by Chris Miller, Director of Facilities

Members Present: Michael Hunsaker, Beverly Ann Tolbert, Glen Winn

Members Absent: Athenea Luciano, Sarah Rosenfield

Guest: Susan Snow

District Representatives: Chris Miller, Director of Facilities
Dennis Astl, Manager, Construction & Facilities Planning
Laura Gropen, Director, Communications, Marketing & Public Affairs
Jennie Vastola, Executive Assistant

Introductions

Chris Miller welcomed the members and roll call followed.

Public Comments

Public comments were solicited. Susan Snow introduced herself as a Palomar College faculty member and local taxpayer. She said the focus of her comments would be related to the planned remodel for the new LRC building. She stated she would like the ICOC to justify how the replacement of a language learning center, with an administrative office, would enhance educational opportunities for students and provide the community with the greatest return on its investment. Referring to the Master Plan 2022 dated August 2003, she said it made sense to remodel the SSC building, converting it into an Administration Building to house the District's administrative offices.

Michael Hunsaker commented that the ICOC process, set up by Sacramento, severely restricts what the committees can consider. He said, as an advisory group, the ICOC's primary role is to judge whether or not funds are spent correctly on permanent facilities (and not administrative costs).

Approval of Minutes – The approval of the June 1, 2018 minutes were tabled until the next regularly scheduled meeting on December 7, 2018.

Organizational Business

There was a discussion regarding non-attendance at regularly scheduled ICOC meetings and Chris Miller reviewed the ICOC By-Laws.

Section 5.6 Removal; Vacancy – The Board may remove any Committee member for cause, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with any District ethics policy.

Chris Miller informed the committee that in accordance with the ICOC By-Laws, a Chair and Vice-Chair must be elected for fiscal year (FY) 2018-19, effective July 1st through June 30th. Chris called for nominations or volunteers for ICOC Chair and Vice-Chair. Glen Winn volunteered to serve as ICOC Chair and there was a unanimous vote of approval. Michael Hunsaker volunteered to serve as ICOC Vice-Chair and there was a unanimous vote of approval.



District Reports

Series A, B, C & D Project Updates (Construction & Budget)

Construction Report

Chris Miller distributed and gave an overview of the Construction Activity Report (Exhibit) highlighting the project status on past and current projects.

Rancho Bernardo Education Center: The project construction is now complete; first classes were held on June 11, 2018 on schedule. As part of the EIR, the District is responsible for constructing some off site traffic improvements and the project will be starting construction in September. Construction of a PV system over the parking area on the west side of the property has started and is expected to be completed in October 2018.

Library & Learning Resource Center: The project is approximately 98% complete and is expected to open for student use for the Spring 2019 semester. Furniture installation will begin after the last furniture arrives this month. (Michael Hunsaker asked how long the new furniture in the LRC would last and Chris said he would get back to him with an answer.) To address some of Susan Snow's questions, Chris clarified that the original plan for the new LRC included space for a large meeting room and an open seating area, *not* a student Language Resource Center. He said the President's office has been in the current library for 40 years, but once the library closes, it must be relocated. Michael Hunsaker commented that is appropriate and unavoidable for all buildings to have some administrative space and asked if the remodel project was part of the original plan. Chris clarified that the remodel will be a separate permit/contract and can begin only after the original LRC project is finalized and certified by the state. Chris said it was problematic to find available space on campus for the president's suite, which was why the new LRC was recommended. Michael Hunsaker asked about the layout of the new office space, and Chris said it was designed very much like the existing office space, with the exception of a larger conference/meeting room. He said the old library is a good building, but it's not big enough to house all the Student Services offices/spaces outlined in the original Master Plan. Therefore, now is the perfect time to begin having conversations on what can be done with that space.

Parking Lot 12 Parking Structure & Police Station: The Parking structure is complete and certified by DSA. The District is finalizing the move schedule of the dispatch area into the new Police Station. Coordination and testing of the dispatch system is critical to ensuring continuous safety. Move in date is expected for Fall 2018.

Maintenance & Operations Complex (M&O): Final FF&E has been ordered and upon delivery, the gradual move by department/shop will begin when schedules permit over the Fall 2018 semester. The project won its first design award – *BEST Green Project in SoCal* as awarded by *Engineering News Record* – a national industry magazine.

Fallbrook Education Center: The new Center opened and began holding classes in Summer 2018. Punch list and closeout items are being finalized, and DSA project acceptance is in process. The Planning Group for 1st Phase Permanent is being created and meeting will commence in the coming weeks.

Early Childhood Education Lab School: The ECE Lab School was nominated for an Orchid Award.



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

Financial Report

Dennis Astl distributed and gave an overview of the Financial Summary Report (Exhibit) for Prop M Bond Series "A", Series "B", Series "C", and Series "D" Projects as of March 31, 2018.

Series A Projects: All project funds in Series A have been spent for a total of \$170,286,619.00.

Series B Projects: Nearly all project funds (97%) in Series B have been spent with only a few remaining projects to close out and finalize.

Series C Projects: Much of the Series C project funds have been allocated. Some of the large projects that are just beginning include:

- San Marcos Campus CEQA/EIR Study
- San Marcos Campus Landscape Improvements (Arboretum)
- San Marcos Campus Athletics Complex

Series D Projects: The Series D project funds were recently issued and only 18% has been spent. Funds will be utilized primarily for costs associated with the Fallbrook Education Center and the new Athletics Complex.

Chris Miller gave a recap of all the projects that were completed utilizing the Prop M Bond funds and there was a brief discussion about the possibility of a new bond in the future. Michael Hunsaker asked about the District's process to determine how much local taxpayers can tolerate and Chris said he would get back to him with the information.

Recruitment of Vacant ICOC Position

The ICOC currently has two openings:

1. One (1) student enrolled and active in a community college support group, such as student government.
2. One (1) member active in a support organization for Palomar College, such as a foundation or advisory council.

Adjournment

There being no further business, meeting adjourned at 1:45 p.m. The next meeting is scheduled for December 7, 2018. Agenda and minutes will be distributed prior to the meeting with a call for agenda items in advance of their distribution.