

OHLONE COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee Meeting
Fremont Campus, Room 7101
43600 Mission Boulevard, Fremont, CA 94539

Minutes of Citizens' Bond Oversight Committee
June 18, 2012

MEMBERS PRESENT: Brad Hatton, Hector Rastrullo, Rakesh Sharma, William Wahl, Andrea Francis, Frank Pirrone, Tawney Warren, Dennis Wolfe

MEMBERS ABSENT: Bob Douglass

OCCD STAFF PRESENT: Dr. Gari Browning, President/Superintendent
Ron Little, Vice President, Administrative Services
Joanne Schultz, Dean, Business Services
Don Eichelberger, Interim Executive Director, Facilities
Kelly Abad, Assistant to the V.P., Administrative Services

GUESTS: Don Eichelberger, Stegeman & Kastner, Measure A Bond Manager
Casey Michaelis, Gilbane, Measure G Bond Manager
Ann Kennedy, Gilbane/EIS, Measure G Bond Manager
Chris Wilson, Gilbane, Measure G Bond Manager
Mike Chegini, Gilbane, Webmaster

OPEN MEETING: The meeting was called to order by Rakesh Sharma at 6:14 p.m.

SCHEDULED ITEM

- ***Fremont Solar Project Tour (optional)***
The Citizens' Bond Oversight Committee was invited to take a tour of the Fremont Solar Project. The members present included Brad Hatton, Andy Francis, Frank Pirrone, William Wahl, Hector Rastrullo, and Rakesh Sharma.

- 1. Introduction of Vice President, Administrative Services and ASOC Representative**
Dr. Browning introduced Ron Little, Vice President of Administrative Services. Ron gave the group a brief bio. Most recently, he came from San Diego Unified School District, where he served as the Chief Financial Officer. Before that, he worked at the South San Francisco Unified School District, where he served as the Associate Superintendent of Business. He is new to the community college system, but glad to be here.
- 2. Committee Introductions**
Committee members and staff went around the room and introduced themselves.
- 3. Approval of the Agenda**
The agenda was approved without revision.

Moved / Francis / **Seconded** / Pirrone / **All in favor**

- 4. Approval of the 03/26/12 Minutes**
The minutes were approved without revision.

Moved / Pirrone / **Seconded** / Francis / **All in favor**

5. Committee Members Attendance Report

Bob Douglass was absent; all other committee members were in attendance. Rakesh Sharma asked if there is anything that states that a committee member can be removed from their seat. The Bylaws state, "The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Bylaws or Ethics Policy."

6. Recognition of Committee Members' Terms

Dr. Browning recognized Mr. Brad Hatton, Mr. Frank Pirrone and Mr. Dennis Wolfe. She presented each of them with the resolutions that were approved by the Board of Trustees at their April meeting. Dr. Browning also reminded the group that when the committee was first formed, all members drew straws to select some members for an initial one year term and the remaining members for an initial two year term. The three committee members recognized have served their initial one year term and have graciously accepted to serve a second two year term.

7. Break for Committee Photo Opportunity

The group took a break for a group photo of the committee.

8. Communications from Audience

None

9. Communications from Committee Members

Dennis Wolfe mentioned to the group that he was talking to an Ohlone student that had many questions about the Measure G Bond. After this encounter, he realized that many of the students may not be aware of what is really going on.

Tawney Warren, the new student trustee, stated that ASOC is trying to address those specific concerns. They have been making an effort over the past year by holding town hall meetings on campus to bring more information to the students about the bond measure, infrastructure problems, what is really happening on campus, and what we can and cannot do with bond measure funds. She said that it is not easy to get the word out to the students. They are getting creative by using the ASOC webpage and Facebook.

Rakesh Sharma asked if the District regularly posts flyers or posters that tell people to go to the District's Bond website on the bulletin boards around campus. Patrice Birkedahl said the District does not do that, but it is a very good idea.

Andy Francis asked about term renewals. It will be discussed during agenda item number 11.

10. Communications from Staff

Ron Little had a few announcements. The audit committee met last week to discuss the work that Crowe Horwith will begin in October. Joanne and her team will lead those efforts.

The District has been in the process of reorganizing the facilities department. Thomas Moore is the new Director of Facilities, whom you have probably met. He will be taking on a larger role in dealing with the bond projects. He will become the Director of Facilities and Modernization.

Dr. Browning added that the District is in the process of making presentations to various community groups on a regular basis to give them updates about the progress of the Measure G Bond. This gives the community an opportunity to get their questions answered and voice their concerns about the College.

11. Committee Member Term Renewal

Dr. Browning announced earlier that three members of the committee have been reappointed by the Board of Trustees. Andrea Francis's term is up in August and Ron Little asked if she would be willing to serve a second term. Ann Kennedy mentioned that she would need to express her interest in writing. Kelly Abad will send an email to Andy asking if she would like to serve a second term. Andy should reply all to include Ron Little on the response if she is interested. The term renewal will then go to the Board of Trustees for approval.

12. Measure A Financial Update

Joanne Schultz gave an update on the Measure A finances. Measure A is winding down and there are only a few things left that are outstanding. There is a grand total of \$1,100,825.06 that has not been spent yet, but some of this amount has been committed. This is almost exactly where we were last time. We have not spent a lot of our Measure A. There is about \$50K of interest that has been earned but not assigned to budget.

Dennis Wolfe asked if the money will roll over to Measure G. Ann Kennedy said that the money will never leave these accounts but it can be used for Measure G projects if it is approved by the Board.

Bill Wahl asked if any of the \$349M is charged for administrative costs and is interested in the policy the District has in place. Joanne Schultz said that the District is very careful about what administrative costs we charge to the bond.

13. Measure A Bond Projects Update

Don Eichelberger gave an overview of the Measure A Bond projects. The goal is to close down Measure A. We are not taking any new assignments under Measure A. There are a few activities at the new Center, the Student Services building and with the Science Modularity. Insurance activities and legal activities are going on and the District is not at liberty to discuss at the moment. The closing of older DSA projects are still ongoing. Our District is in a premier position with where we are standing with DSA. We have all the paperwork in place. Working with DSA is an acquired skill.

Rakesh: It is hard to work until you know how to do it. Is there a format that you need to follow so that DSA is happy? If everything is clean, I have difficulty understanding how DSA is hard to work with.

Don: DSA is a large organization that works for the safety of the staff and students. Their mission is to know that we are in safe buildings. DSA is the permitting agency for K-14 organizations. The District has to keep records up to date so that we can give everything to DSA at the end of the job. At the end of the process you get a certification. DSA is underfunded and they have a lot of projects to work on. The process can be slow.

14. Measure G Financial Update

Ann Kennedy went over the Measure G financial report with the committee. The report shows something new that the committee has not seen before. Under funding sources it shows unallocated interest earned. No Board action has taken place on funds in this box. The funds are placed into a project budget that is approved by the Board and then will be moved into interest earned. Ann discussed the actual expenses to date with a detailed report that shows per project line items. There is activity in renewable energy generation, planning and assessment, and construction management. There are technology purchases, which include new servers for the District.

Rakesh Sharma: Explain inflation. Where does it come into play?

Ann: In the calculations that were originally done, original estimates have an inflation calculation. The project team is closely scoping and estimating projects. A Bond list revision will go to the Board before your next meeting. The number for inflation could be more or less. There will be a major realignment so that we are in line with the Facilities Master Plan.

Frank Pirrone: Is there a new science building? There is not a specifically called out science building, but there will be a building for science but it's not the same.

Hector Rastrullo: Have all of the bonds been sold?

Ann: The amount we have the right to sell is \$349 million but only Series A and Series A-1 have been sold at this time, which both total \$80M. We have timeline requirements to spend the money within.

Hector: Under line 9107, Quick Fix, do we know what the \$3 million will be spent on?

Ann: The Below Grade Water Intrusion project needed supplementing to their scope and \$3 million were expensed.

Rakesh: Has the money been moved?

Ann: No, it has been expensed against actual costs for the BGWI project. That project has a dual funding source. It has a funding source from measure A and a funding source from measure G.

Dennis Wolfe: The committee had a slide presentation that we saw where there were tremendous underground problems. We were informed that Measure A would not be sufficient and the District would use Measure G funds to supplement.

Don – There are three sources of funding. \$9.8 million from state funding, a small amount of funding from Measure A and the Measure G supplement. Some of the funding will be returned to Measure G.

Hector: The total for that project is about \$3-4 million?

Don: No, the total is more like \$12.5 million.

Hector: Don, can you give me some idea of where we started and where we are? \$5 million is not the total for the Below Grade Water Intrusion project. It is only one of the projects.

Ron Little: There is a list of about 30 projects on the quick fix list that have a need for immediate repair. The District is still working through those projects on the list.

Dennis: These projects are major renovations, not repairs.

Rakesh: We can report out at our next session if we need to show the other three funding sources, correct? That would be our final report for Measure A conceptually.

Hector: We have an end deadline to spend the bond funds. Are we going to make that deadline?

Chris Wilson: Yes, the two current projects will meet the deadline, but there is about \$10 million that we will be using for future technology projects.

15. Measure G Bond Projects Update

Chris Wilson went through a project update with the committee. He highlighted that the District Facilities Master Plan was approved by the Board of Trustees at their May 9th meeting. He showed an overview of what the campus map would look like after the master plan has been completed. Five new buildings will take the place of existing buildings. Buildings 1, 2, 3, 4, and 8 are going to be taken out. We will have more ease of accessibility on the campus instead of having to go through Building 1. Chris also showed that areas where the two parking garages may go. The garages will have a softened look by not being too high. The athletic fields will have a synthetic turf going forward. The soccer field will move into the location of existing parking lot D, taking up half of that lot. Students will be able to park up higher on the hill. There is a lot of talk about social areas in and around the buildings. He also showed that strip of land near Mission Boulevard will be used to go out for an RFP for a possible ground lease. The shape of the buildings is not set in stone. The map just gives the committee a feel for what the campus may look like in the future.

Chris discussed the quick fix projects. There are about 10 projects that are at various scopes and design stages. There are some sidewalk repairs, fire alarms in the Smith Center are failing, safety rails need to be changed, roof tiles need to be fixed, floor boxes in Newark will be changed because of they are a trip hazard and signage will be corrected on a temporary basis.

He also discussed the Fremont Solar Project. Many of the committee members were able to take the tour. The entire fence is up around the site. We are looking for PG&E to start up and give us permission to operate by the end of August so that the College can then realize the savings. He showed Newark Photovoltaic renderings. The Newark project will be similar to the ground system in Fremont, but 14 feet in the air. Approval from DSA was expected in mid-June. We are now looking at a mid-July approval. We are looking to have completion by the end of the year.

Chris also discussed the Civil Infrastructure Project. This project is a site survey process to show us what is really here. Field locating will start in the summer with ground penetrating radar. There will be some digging in the ground so that we have accurate information going forward.

Chris also mentioned that the architect RFQ is due next week. We hope to have Board approval in September.

Bill Wahl: I enjoyed the tour of the facility. What happens at night? Do you revert back to the grid?

Chris: The meter will spin backwards all day and the power will start going the other direction at night.

Rakesh: It is like a checking account.

Brad Hatton: When does the District plan on breaking ground?

Chris Wilson: June of 2014 is a goal. There will be a year or so for design and six months for approvals with DSA.

Brad: Will all of them be removed at once? One at a time?

Chris: There are three options and the District is asking for a fourth. That decision has not been made yet.

Dennis Wolfe: You mentioned something about replacing floor boxes at the Newark Center. Is this in the floor of the building that we spent a lot of money on from Measure A? That is a waste of money.

Chris: We are working with the manufacturer to get them replaced.

Dennis: When looking under the ground, do we have any clue that there may be surprises? Have we had this problem?

Joanne Schultz: During construction of the Smith Center an Indian burial site was found. Many of the buildings that we are looking at have already been built on so we may have less risk.

Chris: The parking lots may be a bigger risk.

Tawney Warren: I'm looking at these projects as a student. We see that all this bond money is being spent for major improvements. There is a problem with copper and solar panels being stolen. What is being set in place to secure the Newark parking structure panels?

Chris: Everything will be in conduit. There will be boxes that are lockable. From a safety standpoint, there will be security hardware in place.

Tawney: How much is the Newark Solar Project?

Chris: About \$9.6 million dollars.

Andy Francis: I noticed that there is a lot of wire at the end of the solar panel units in Fremont. Is there going to be some protection for all the wire sitting there?

Chris: We could look more into this matter. The wire that goes into the back of those panels is less desirable because it is smaller. All of the wires will be neatened up.

Rakesh Sharma: Will the solar panels over the parking in Newark be located over existing parking?

Chris: Yes, they will be located on the existing parking lots.

Bill Wahl: How much of the \$349 million will be going to administrative costs? What is the policy?

Ron Little: The practice is to charge the bond only for employees that serve the Measure G work directly, which includes procurement, bond accounting, consultants and Thomas Moore, who will be charged 75% to the bond.

Bill: Do we have an inspector?

Chris: We hire consultants approved by DSA that are authorized to inspect on their behalf.

Bill: Does Ohlone formally accept bond projects?

Chris: The inspector is part of the process of accepting the building. We do walkthroughs, punch lists and then we pay them when it is done.

Dennis: This is some of the best ever money spent. The expense for payroll is really at a minimum. I'm quite satisfied that there isn't any abuse going on here. You cannot wave a magic wand to get it done. It is reasonable to expect that some of those staff costs are going to be charge to the bond.

16. Proposed Meeting Schedule

Rakesh Sharma let the group know that there is a proposed meeting schedule in the packet. He asked if anyone has any issues with the schedule. Andy Francis said that we have managed to hit both of her son's birthdays, but the dates are ok.

Motion / Francis / **Seconded** / Pirrone / All in favor

17. Evaluation of Current Meeting

Rakesh said that everything went fine with the meeting. He asked the group if all of their questions were answered and no one responded otherwise.

Bill Wahl said that he would like to give the people that gave the committee a tour a hand. Rakesh Sharma said that Gilbane is doing a good job.

18. Topics for Next Meeting

- Selection of annual reports subcommittee
- Selection of the Chair and Vice Chair

Rakesh Sharma asked if this is all that will be on the agenda.

Dr. Browning said that there are always routine items on each agenda.

The meeting adjourned at 7:40 p.m.

Motion / Sharma / **Seconded** / Hatton / All in favor