

Measure Q Citizens' Bond Oversight Committee Meeting Minutes

Meeting of May 12, 2016
6:30 p.m.
Santa Ana College, S-215

Members Present:

Gretchen Burkhardt
Rene Guzman
Jim Hossfeld
Irma Avila Macias
Kenneth Nguyen
Manuel Peña
Zeke Hernandez

District Staff Present:

Dr. Erlinda Martinez, Santa Ana College President
Carri Matsumoto, Assistant Vice Chancellor, Facility Planning
Adam O'Connor, Assistant Vice Chancellor, Fiscal Services
Darryl Taylor, Director, Facility Planning

1. **Meeting called:** Mr. Nguyen called the meeting at 6:40 p.m.

Public Comments - There were no public comments.

2. **Approval of Meeting Minutes – January 14, 2016 – Mr. Nguyen:** Minutes from the January 14, 2016 meeting were distributed for review and approval. A motion was made, seconded and approved unanimously.
3. **District Update – Dr. Rodríguez:** Dr. Rodríguez was not present.
4. **Measure Q Projects Update and Sequencing – Ms. Matsumoto:** Ms. Matsumoto reviewed the following projects dated May 12, 2016:
 - ✓ **Central Plant and Infrastructure:** This project is approximately two months behind schedule due to numerous unforeseen conditions. A recent softball field irrigation valve failed to turn off overnight and flooded the footings which now will need to be redone and further delaying the concrete pour.
 - ✓ **Quad & Amphitheater (part of Central Plant project):** This is the new sustainable low water usage landscaping and correction of ADA path of travel issues project. This project includes tree replacement, new seating and lighting, new permeable brick pavers for storm water retention and new emergency blue phones.
 - ✓ **Johnson Student Center Demolition:** This project's construction document package is under review by the District. Occupants have been relocated to the Temporary Village. This project is delayed due to the Central Plant Infrastructure project; the target demolition start date is under review.

- ✓ **Johnson Student Center:** This project is the construction of a new 59,000 sq. ft. student center. The project is currently in the schematic design phase with DSA approval anticipated to be in March 2018. The budget for this project is \$40.7 million, \$37.77 million is funded by Measure Q, however, the budget is currently deficient by approximately \$2.9 million.
 - ✓ **Science Center:** This project is in the design development phase and under review. DSA approval target is October 2017, construction to begin in January 2018 and target occupancy during the summer of 2020.
 - ✓ **Parking Lot at 17th and Bristol Streets:** This project is in the construction document design phase. The parking lot continues to be utilized as contractor worker parking. Plans have been submitted to the city of Santa Ana Department of Public Works. Plans were submitted to DSA on March 22, 2016. Target construction date of August 2016.
 - ✓ **Master Program Budget:** This document will be updated for each meeting of this committee and will list the project, estimated budget (which will change as costs change), status, target construction date and target occupancy date. The budgets listed exclude costs beyond typical construction contingencies.
 - ✓ **Project Budget History:** This new document, which will be updated for each meeting of this committee, will list the project, the initial start-up planning total project budget, current estimated total project budget and budget modification notes detailing changes in work, timelines and budgets.
5. **Measure Q Financial Summary – Mr. O’Connor:** Mr. O’Connor reviewed the Measure Q Projects Cost Summary with the committee as of April 14, 2016. This document lists the projects including agency costs, professional services costs, construction services costs and furniture and equipment costs. The last column, % spent, includes all expenditures and encumbrances to date. As of today, 33% has been spent and/or committed. The external auditors will conduct their interim work at the end of May, complete the audit in the fall and presented to the Board of Trustees for approval at the December 2016 meeting. The auditors will present the financial and performance audits to this committee at the January 2017 meeting.
 6. **Santa Ana College Update – Dr. Martinez:** Dr. Martinez provided the committee, as her last update as President of Santa Ana College, an update on facilities, construction, enrollments, events and BOG waivers. Dr. Martinez thanked the committee for their participation and support of Measure Q for Santa Ana College and the next 100 years and beyond.
 7. **Comments:** Committee members shared brief comments.
 8. **Future Meetings:** The next meeting is scheduled for September 22, 2016 at 6:30 p.m. in the District Board Room at the District Office at 2323 N. Broadway.
 9. **Adjournment:** Mr. Nguyen adjourned the meeting at 7:50 p.m.