AGENDA

1. Call to Order and Introductions – Ken Nguyen  Information

   Public Comment/Presentations
   At this time, members of the public have the opportunity to address the Measure Q Citizens’ Bond Oversight Committee on any item within the subject matter jurisdiction of the committee. Members of the community and/or employees wishing to address the committee are asked to complete a "Public Comment" form and submit it to the committee’s staff prior to the start of the meeting. Completion of the information on the form is voluntary. Each speaker may speak up to three minutes; however, the chair of the committee may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter. If a translator for the speaker is needed, please contact the Assistant to the Vice Chancellor at 2323 N. Broadway, Suite 401-B, Santa Ana, California, 714-480-7430, on the Monday prior to the meeting so appropriate accommodations may be made.

   Please note that the committee cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the committee which are not on the agenda may, at the committee’s discretion, be referred to staff or placed on the next agenda for committee consideration.

2. Approval of Meeting Minutes – January 14, 2016  Action

3. District Update – Dr. Rodriguez  Information

4. Measure Q Projects Update – Carri Matsumoto  Information

5. Measure Q Financial Report – Adam O’Connor  Information

6. Santa Ana College Update – Dr. Erlinda Martinez, President  Information

7. Committee Comments  Information

8. Adjournment  Action

9. Next meeting: Thursday, September 22, 2016, 6:30 p.m.
Measure Q Citizens’ Bond Oversight Committee
Meeting Minutes

Meeting of January 14, 2016
6:30 p.m.
District Board Room – District Office

Members Present:
Gretchen Burkhardt
Rene Guzman
Jim Hossfeld
Irma Avila Macias
Manuel Pena
Zeke Hernandez

District Staff Present:
Dr. Raúl Rodríguez, Chancellor
Peter Hardash, Vice Chancellor
Dr. Michael Collins, Vice President – Santa Ana College
Carri Matsumoto, Assistant Vice Chancellor, Facility Planning

1. Meeting called: Mr. Hernandez called the meeting at 6:32 p.m.

Public Comments - There were no public comments.

2. Annual Organization Meeting – Hardash
This is the annual organizational meeting, election of officers, adoption of schedule and affirmation of ethics policy and bylaws must be discussed and action taken each year in the month of January. Committee members were introduced.

Election of Chair: A motion was made, seconded and approved unanimously to elect Mr. Kenneth Nguyen as Chair of the Measure Q Citizens’ Bond Oversight Committee for the 2016 calendar year.

Election of Vice-Chair: A motion was made, seconded and approved unanimously to elect Mr. Zeke Hernandez as Vice Chair of the Measure Q Citizens’ Bond Oversight Committee for the 2016 calendar year.

Adoption of Schedule: A proposed meeting schedule was distributed and reviewed. A motion was made, seconded and approved unanimously to schedule meetings on May 12, 2016, September 22, 2016 and January 19, 2017 for the Measure Q Citizens’ Bond Oversight Committee.

Affirmation of the Citizens’ Bond Oversight Committee Ethics Policy Statement and Bylaws: The committee reviewed the Ethics Policy. A motion was made, seconded and approved unanimously to affirm the Citizens’ Bond Oversight Committee Ethics Policy and Bylaws as presented.
3. **Approval of Meeting Minutes – October 16, 2014, February 5, 2015 (Notes) and November 10, 2015 – Hernandez:** This committee did not meet a quorum for the February 5, 2015 meeting, therefore, instead of Minutes, Notes are provided for review. Minutes from the October 14, 2014, Notes from February 5, 2015 and November 10, 2015 Minutes were distributed for review and approval. A motion was made, seconded and approved unanimously.

4. **Receive and Accept the Measure Q Revenue Bond Construction Fund Audit Report for the fiscal year ended June 30, 2015 – Hardash:** Mr. Hardash reviewed the first financial and performance audit for fiscal year ended June 30, 2015 for Measure Q with the committee. The opinion of that auditor’s states “In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure Q Revenue Bond Construction Fund (Measure Q) of the District at June 30, 2015 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America”. Mr. Hardash stated that this is a clean audit and there are no findings, the District is spending the funds properly.

A motion was made, seconded and approved unanimously to receive and accept the Measure Q Revenue Bond Construction Fund Audit Report for the fiscal year ended June 30, 2015.

5. **District Update – Dr. Rodríguez:** Dr. Rodríguez stated that the Board of Trustees accepted the 2014-15 Annual Report of the Measure Q Citizens’ Bond Oversight Committee at their December 2015 Board meeting. At the same meeting, there was a change in officers, Trustee Alvarez is now the Board President, Trustee John Hanna is the Vice President and Trustee Mendoza Yanez is the Clerk for the 2016 calendar year.

Dr. Rodríguez provided the committee with an update on the Orange Education Center, a Measure E project. The project is in the schematic design phase. The Board of Trustees approved the presented Option #3 for the renovation. Construction has a tentative start of January 2018 and a target move-in of late 2019 as of today. The building has a $34 million budget target, however, the budget is short approximately $4 million.

On February 11, 2016 at 2:00 p.m., the Santiago Canyon College Library will be named the Lorenzo A. Ramirez Library, this was also a Measure E project but all are invited to attend the sculpture installation.

6. **Measure Q Projects Update and Sequencing – Ms. Matsumoto:** Ms. Matsumoto reviewed the following projects:

- **Dunlap Hall Renovations:** Punch list is 100% complete and contract close-out documents are in process. Re-occupancy is scheduled for the spring semester of 2016.
Central Plant and Infrastructure: Plans have been submitted to DSA for approval, this project has been consolidated into three DSA numbers. There are multiple phases of construction over the next two years. Trenching for underground utilities and installation of the fencing between Buildings J and K has begun. This project has a target construction of a little over two years. Ms. Matsumoto reviewed the laydown plan for the Central Plant and campus infrastructure.

Johnson Student Center: The preliminary schematic design phase has begun, the program document is finalized and has been approved by Campus and District staff. DSA approval is anticipated to be in late January 2018 with a target construction start of May 2018. However, this project has a budget of $40.7 million with $35.07 funded and $5.64 million short and is currently under review.

Johnson Student Center Demolition: This project is currently in construction document phase with a target relocation into the temporary village in the Spring of 2016. Decommissioning of the building is scheduled for late Spring to early Summer of 2016 and target demolition start late Summer 2016 through the Fall of 2016.

Science Center: This project is the construction of a new 65,428 square foot science center housing modern laboratories, classrooms, lecture halls and faculty offices. The project’s final schematic design has been approved by the Campus and the District staff. Design development phase began in December 2015. The target for DSA approval is September 2017 and a target construction start of December 2017. This project has a budget of $73.38 million.

Parking Lot at 17th and Bristol Streets: The new surface parking lot on the corner of 17th and Bristol Streets. The construction document design phase is nearly completed. Currently the parking lot is being utilized by construction staff working on the Dunlap Hall renovation and Central Plant in order to not further impact student parking. This project’s DSA submittal has been delayed due to required meetings with the City of Santa Ana to discuss driveway options. The target construction schedule will be re-evaluated. This property was purchased with Measure E funds, construction will be funded by Measure Q funds.

Workforce Project Agreement (CSWPA): The Community and Student Workforce Project Agreement (CSWPA), approved by the Board of Trustees on March 24, 2014 is between Rancho Santiago CCD, Los Angeles/Orange Counties Building and Construction Trades, affiliated with the Building and Construction Trades Department (AFL/CIO) and the signatory Craft Councils and Unions. Projects to be completed under the agreement:
- Central Plan Infrastructure and Mechanical Upgrades Project at Santa Ana College
- Johnson Student Center at Santa Ana College
- Science Center at Santa Ana College
The requirements of the agreement is: 66% Orange County residents; 50% District residents (includes US Armed Forces Veterans and apprentices and graduates of District Labor-Management apprenticeship programs) and targeted workers referred by union hiring halls. Job fairs
will be held on campus to educate students and the community and to connect them with project contractors.

✓ **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 is also a new document which will be updated for each meeting of this committee and 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.

7. **Measure Q Financial Summary – Mr. Hardash:** Mr. Hardash reviewed the Measure Q Projects Cost Summary with the committee as of January 7, 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.

8. **Santa Ana College Update – Dr. Collins:** Dr. Collins stated that there is a lot going on and around the campus with construction. The campus spent a lot of money in the last year replacing roofing on buildings and so far the college made it through the first rain storm of the season with no major leaks.

Dunlap Hall is complete, furniture is being moved back into the building for re-occupancy in the spring.

The contractor working on the Central Plant has been working with the campus to provide safe access for students and staff during the construction phase.

Dr. Collins concluded his report by informing the committee that Dr. Erlinda Martinez will be retiring in June 2016, information on her retirement events will be shared with this committee.

9. **Comments:** Mr. Hardash welcomed all of the new members of the committee and thanked all for attending this evening. It was noted by Mr. Hardash that the committee still has some vacancies that need to be filled in order to meet the quorum requirements at future meetings, the Chancellor’s office has posted the application for consideration as a committee member on the District website.

10. **Future Meetings:** The next meeting is scheduled for May 12, 2016 at 6:30 p.m.

11. **Adjournment:** Mr. Hernandez adjourned the meeting at 8:03 p.m.
CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING
PROJECT UPDATES
MAY 12, 2016
ACTIVE PROJECTS

- Dunlap Hall Renovation - completed
- Central Plant & Infrastructure
- Johnson Demolition
- Johnson Student Center
- Science Center & Building J Demolition
- 17th & Bristol Street Parking Lot
Project Summary:

- Construction of a new central plant building and replacement of all underground utilities (domestic water, sewer, fire water, storm drain, gas, electric and data).
- Central Plant facts:
  - Reduces electrical loads during peak demand periods.
  - Has a chilled water loop, connecting 7 existing buildings to the HVAC equipment to provide cooling.
  - Includes a new Energy Management System (EMS) to be able to control building temperatures and monitor system remotely.
  - Building is designed to meet LEED Silver certification.

Budget:

- $68.17 million
PROJECT UPDATE
SANTA ANA COLLEGE
CENTRAL PLANT AND INFRASTRUCTURE

Current Activities:
- Concrete pour footings at Central Plant
- Install chilled water lines West of Campus Road
- Install and test piping for storm drain, sewer, domestic water and fresh water
- Excavate, install and test fresh water piping (Phase 3C)
- Install and test chilled water piping at Middle College Road (Phase 2)

Upcoming Activities:
- Install base, pave, stripe and remove fencing at Parking Lot 6
- Install and test storm drain, sewer, domestic water and fresh water piping (Phase 3A.3)
- Install and test chilled water piping (South of Dunlap Hall and Campus Road)
- Install foundation rebar at Central Plant
- Install domestic and fresh water lines (Phase 3A)

Current Status:
- The project is approximately 2 months behind the original target schedule.
- There have been numerous unforeseen conditions encountered.
- A recent softball field irrigation valve failed to turn off overnight and flooded the new Central Plant footings and will need to be redone, as concrete pour work has been delayed.
- The impact to the schedule is still TBD.

Target Occupancy/Completion:
- December 2017 (under review)
- Project Close-Out 2018 (under review)
Project Summary:

- Replacement of existing sidewalks, planters, and landscaping in the central quad and amphitheater areas.

Quad facts:

- New sustainable low water usage landscaping.
- Correcting ADA path of travel issues.
- Tree replacement is two new per one existing (2:1).
- New seating and lighting.
- New permeable brick pavers to help with storm water retention.
- New emergency blue phones.
Overall Anticipated Dates per Phase:

**Phase 1 (Yellow):**
- Nov.'15 – Mar.'16

**Phase 2 (Pink):**
- Dec.'15 – May.'16

**Phase 3 (Green):**
- Feb.'16 – Aug.'17

**Phase 4 (Red):**
- Mar.'16 – Nov.'16

**Phase 5 (Orange):**
- May.'16 – Jul.'17

**Phase 6 (Blue):**
- Jan.'17 – Sep.'17

NOTE: This schedule is under review due to delays.
Project Summary:
- Demolition of existing Johnson Student Center.

Current Status:
- Construction Document package is under review by District.
- Relocation into interim housing: completed (see Temporary Village Phase 2 Project).
- Decommission building: spring/summer 2016.
- Target out-to-bid: under review
- Target demolition start: under review.
- Due to the delays associated with Central Plant Infrastructure project, the demolition will be delayed as an alternate schedule is currently under review.

Budget:
- $2.5 million (increased budget due to costs associated with underground footings/piles)
Project Summary:

- Construction of a 59,638 square foot new Johnson Student Center.

Current Status:

- Schematic Design package has been submitted and is under District & Campus review.
- DSA approval anticipated to be mid-March 2018.
- Target new construction start July 2018.
- Target occupancy: Summer Session 2020 (End of July 2020).

Budget:

- $40.7 million target
  - $37.77 million funded by Measure Q
  - Note: Budget is currently deficient by $2.9 million

Programs Include:

- Campus Store
- Grab-n-Go / Coffee & Juice
- DSPS
- EOPS/CARE & CalWORKS
- Student Financial Services
- SSSP / Upward Bound
- Warehouse
- Reprographics
- Conference Center
- Financial Aid
- Student Placement
- Health & Wellness Center
- DSPS
- Office of Student Life
- ASG
- The Spot
Project Summary:
- Construction of a new 65,428 square foot science center housing modern laboratories, classrooms, lecture classrooms, and faculty offices.
- Demolition of (3) J Buildings.

Current Status:
- Design Development package has been submitted and is under District & Campus review.
- DSA approval target – October 2017.
- Target occupancy - Summer Session 2020.

Budget:
- $73.38 million

Programs Include:
- Division Office
- Faculty Offices
- (2) Standard Classrooms
- (1) Large Classroom
- (1) Large Divisible Classroom
- (1) Computer Lab
- (1) Engineering Lab & Support Space
- (6) Biology Labs & Support Space
- (2) Geology Labs & Support Space
- (5) Chemistry Labs & Support Space
- (1) Physics Labs & Support Space
- Student Collaboration Areas
PROJECT UPDATE
SANTA ANA COLLEGE
PARKING LOT AT 17TH/BRISTOL ST.

Project Summary:
- New surface parking lot.

Current Status:
- In construction document design phase.
- Parking lot to be utilized for contractor worker parking for Central Plant on an interim basis.
- Plans submitted to City of Santa Ana Department of Public Works on March 8, 2016.
- Plans submitted to DSA on March 22, 2016.
- Target construction August 2016.

Budget:
- $2.5 million
- Acquisition of property was paid by Measure E funds.
## MASTER PROGRAM BUDGET

**PROJECT**
- Dunlap Hall Renovation
- 17th & Bristol Parking Lot
- Central Plant
- Demolition (Johnson)
- Johnson Student Center
- Science Center

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>ESTIMATED TOTAL BUDGET</th>
<th>STATUS</th>
<th>TARGET CONSTRUCTION</th>
<th>TARGET OCCUPANCY</th>
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<td>$ 2.50 M</td>
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<td>Demolition (Johnson)</td>
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<td>Science Center</td>
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<td>Design Development</td>
<td>Jan. 2018 – Summer 2020</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$198.14 M</strong></td>
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* Budget is deficient by $2.9 million

Note: These budgets exclude costs beyond typical construction contingencies.
# PROJECT BUDGET HISTORY

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>INITIAL START-UP</th>
<th>CURRENT ESTIMATED</th>
<th>BUDGET MODIFICATION NOTES</th>
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<tbody>
<tr>
<td></td>
<td>TOTAL PROJECT BUDGET (February 2014)</td>
<td>TOTAL PROJECT BUDGET (April 2016)</td>
<td></td>
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</table>
| Dunlap Hall Renovation     | $14.2M           | $13.82            | 1) Prior to 2014, the project budget was initially set-up in Measure E. Certain softs costs are still expensed to Measure E.  
2) In 2014, a new project budget was set-up in Measure Q to cover construction costs.  
3) In November 2014, increase in budget due to expense transfers from Measure E.  
4) In November 2014, increase in costs associated with an extension of time due to unforeseen conditions on the roof.  
5) In April 2016, decrease budget by $2.6 million expense transfers to Measure E. |
| 17th & Bristol St Parking Lot | $1.7M            | $2.50M            | 1) The acquisition of the property was paid out of Measure E in April 2014.  
2) In 2014, a new budget was needed for the development of property into a surface parking lot.  
3) In 2015, adjusted costs for construction of parking lot based on estimator’s review of construction documents. |
| Central Plant              | $68.17M          | $68.17M           | 1) In February 2014, adjustment made to conceptual budget of $40M, due to a final scope of work, a new target construction budget, and a new construction schedule. |
| Johnson Center             | $16.7M           | $40.70M           | 1) In 2014, an initial conceptual budget of $16.7M was established based on a renovation project.  
2) In October 2014, budget increased to $28.49M due to a change in scope from a renovation project to a replacement project.  
3) In November 2015, budget increased to $40.70M based on College’s selection of Option 7 which included additional programs and an increase in square footage.  
4) In April 2016, re-allocated $2.7 million from Dunlap budget to increase budget to cover deficiency. The budget was deficient by $5.64 million and is now deficient by $2.9 million. |
| Johnson Demolition         | $2.5M            |                   | 1) In 2015, a new budget was needed due to a change in scope from a renovation to a replacement project.  
2) In April 2016, increased budget by $700,000 due to estimated increase in demolition costs (piles) from $1.8 million to $2.5 million. |
| Science Center             | $66M             | $73.38M           | 1) In 2014, an initial conceptual budget of $66M was established.  
2) In October 2014, a new planning total budget was established of $62.94M based on a more defined scope.  
3) In July 2015, budget increased to $73.38M based on College’s selection of Option A3 which outlined the final program including additional labs and an increase in square footage. The new program changed from STEM to Science Center. |
QUESTIONS
COMMUNITY AND STUDENT WORKFORCE PROJECT AGREEMENT (CSWPA)

Overview:
- Approved by the Board of Trustees on March 24, 2014.
- Agreement between RSCCD, Los Angeles/Orange Counties Building and Construction Trades, affiliated with the Building and Construction Trades Department (AFL/CIO) and the signatory Craft Councils and Unions.

Projects:
- Central Plant, Infrastructure and Mechanical Upgrades Project at Santa Ana College
- Johnson Student Center at Santa Ana College.
- Science Center at Santa Ana College.

Requirements:
- 66% Orange County Residents
- 50% District Residents
  - Includes U.S. Armed Forces Veterans
  - Includes apprentices and graduates of District Labor-Management apprenticeship programs
- Targeted workers will be referred from union hiring halls
### RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
### MEASURE Q
#### Projects Cost Summary
04/14/16 on 04/14/16

We certify that, to the best of our knowledge, no bond funds have been used for maintenance, operating or administrative costs, and that all costs have been expended in conformity with the bond resolution and applicable statutes.

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<th>Special Project Numbers</th>
<th>Description</th>
<th>Project Allocation</th>
<th>Total PY Expenditures</th>
<th>PY 2015-2016</th>
<th>Cumulative Exp &amp; Enc</th>
<th>Project Balance</th>
<th>% Spent</th>
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<td></td>
<td></td>
</tr>
<tr>
<td>3056</td>
<td>Johnson Demolition</td>
<td>2,500,000</td>
<td>-</td>
<td>605</td>
<td>605</td>
<td>2,499,395</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Agency Cost</td>
<td>120</td>
<td>-</td>
<td>120</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Professional Services</td>
<td>485</td>
<td>-</td>
<td>485</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Construction Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Furniture and Equipment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>198,142,532</td>
<td>17,289,816</td>
<td>8,693,163</td>
<td>39,501,287</td>
<td>65,484,266</td>
<td>33%</td>
</tr>
<tr>
<td></td>
<td><strong>ACTIVE PROJECTS</strong></td>
<td>198,142,532</td>
<td>17,289,816</td>
<td>8,693,163</td>
<td>39,501,287</td>
<td>65,484,266</td>
<td>33%</td>
</tr>
</tbody>
</table>

**SOURCE OF FUNDS**

| Original Bond Proceeds | 198,000,000 |
| Interest Earned       | 142,532     |
| **Totals**            | **198,142,532** |

We certify that, to the best of our knowledge, no bond funds have been used for maintenance, operating or administrative costs, and that all costs have been expended in conformity with the bond resolution and applicable statutes.
## Measure Q Citizens’ Bond Oversight Committee Membership

<table>
<thead>
<tr>
<th>Membership Areas</th>
<th>Committee Member</th>
<th>Term</th>
<th>Duration of Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Ana College Student</td>
<td>Gretchen Burkhardt (Appointed in July 2015)</td>
<td>1 only</td>
<td>August 2015 – July 2017</td>
</tr>
<tr>
<td>Senior Citizens’ Organization</td>
<td>Rene Guzman (Reaffirmed second term)</td>
<td>1+1</td>
<td>October 2013 – September 2015 plus one additional term 2015-2017</td>
</tr>
<tr>
<td>Taxpayers Association</td>
<td>Cecilia Aguinaga (Appointed in February 2016)</td>
<td>1 only</td>
<td>February 2016 – January 2018</td>
</tr>
<tr>
<td>Santa Ana College Foundation</td>
<td>Eric Alderete (Reaffirmed second term)</td>
<td>1+1</td>
<td>October 2013 – September 2015 plus one additional term 2015-2017</td>
</tr>
<tr>
<td>Community At-Large #1</td>
<td>Jim Hossfeld (Appointed in November 2015)</td>
<td>1+1</td>
<td>November 2015 – October 2017 plus one additional optional term 2017-2019</td>
</tr>
<tr>
<td>Community At-Large #2</td>
<td>Irma Avila Macias (Reaffirmed second term)</td>
<td>1+1</td>
<td>October 2013 – September 2015 plus one additional term 2015-2017</td>
</tr>
<tr>
<td>Community At-Large #3</td>
<td>Kenneth Nguyen (Reaffirmed second term)</td>
<td>1+1</td>
<td>October 2013 – September 2015 plus one additional term 2015-2017</td>
</tr>
<tr>
<td>Community At-Large #4</td>
<td>Manuel Peña (Appointed in January 2016)</td>
<td>1 only</td>
<td>January 2016 – December 2017</td>
</tr>
<tr>
<td>Community At-Large #5</td>
<td>David Brandt (Appointed in February 2016)</td>
<td>1 only</td>
<td>February 2016 – January 2018</td>
</tr>
<tr>
<td>Community At-Large #6</td>
<td>Vacant (Eddie Marquez termed out)</td>
<td>1 only</td>
<td></td>
</tr>
</tbody>
</table>

February 2016