



HARTNELL COLLEGE

Citizens' Bond Oversight Committee for Measure T Minutes

DATE: OCTOBER 14, 2022, 3 p.m.

Location: 411 Central Avenue, Building E, Room 112, Salinas, CA 93901

MEMBERS

| Name | Member Category | Present | Absent |
|---------------------|-------------------------------|---------|--------|
| 1. Willard Lewallen | College Support Organization | X | |
| 2. Lupe Kinnear | Senior Citizens' Organization | X | |
| 3. Collen Stanley | At-Large | X | |
| 4. Paul Farmer | Business Rep | X | |
| 5. Miguel, Timothy | At-Large | X | |
| 6. Sonja Jaramillo | Business Rep | X | |
| 7. Vacant | Taxpayer Organization | | |
| 8. Wong, Frances | Student | X | |

Others

| Name | Title or Representing | Present | Absent |
|-------------------|---|---------|--------|
| Michael Gutierrez | Superintendent/President, Hartnell College | X | |
| Graciano Mendoza | VP, Administrative Services, Hartnell College | X | |
| Joseph Reyes | Executive Director, Facilities Planning and Construction Management, Hartnell College | X | |
| David Techaira | Controller - HCCD | X | |

CALL TO ORDER & INTRODUCTIONS

Joseph Reyes

The meeting called to order at 3:04 PM.

Introductions went around the room.

ADOPTION OF THE AGENDA

Joseph Reyes

Motion: Timothy Miguel

2nd: Collen Stanley

Vote: All ayes no abstentions - PASSED

PUBLIC COMMENTS

No Public Comments submitted previous to meeting, nor were any members of public present.

ACTION ITEMS

1. Consider: Adoption of previous meeting(s) minutes – April 27, 2022

Joseph Reyes

Hartnell College Vision Statement: Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

Hartnell College Mission Statement: Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

Corrections were identified by C. Stanley. Page 3, Ms. Stanley's name should be spelled Coleen rather than Collen and in that same paragraph the word should be contact and not contract. With acknowledgement that those two items identified would be corrected a motion was made to adopt.

Motion: Timothy Miguel

2nd: Frances Wong

Vote: 3 ayes, 4 abstentions – **PASSES**

2. Election of Chair and Co-Chair Joseph Reyes
Nomination: Timothy Miguel
Vote: All in Favor – **PASSES**
Election of CO-Chair
Nomination: Sonia Jaramillo
Vote: All in Favor – **PASSES**
3. Meeting day, time and frequency Joseph Reyes
Discussion: Historical – Wednesday 3 pm typically 3rd or 4th Wednesday of month.
Wednesday, 3 pm and either the 1st or third Wednesday of month.
Motion: Tim Miguel
2nd: Coleen Stanely
Vote: All in Favor - **PASSES**
4. Vote to hold teleconference meetings (ZOOM) when necessary:
Motion: Sonia Jamarillo
2nd: Coleen Stanley
Vote: All in Favor – **PASSES**

Brief discussion was held prior to vote to inform that this form of meeting had been modified due to COVID-19 and recently a new bill signed into law to take effect in Jan 2024. It streamlines requirements for teleconference/virtual meetings. AB 361 is in effect until Jan 2024. AB2449 available Jan 2023. AB2339 continues that a hybrid (partial in person and partial teleconference) meeting can go forward without having to comply with certain procedural requirements (post agendas at teleconference locations, identify teleconference locations in the agenda, make all teleconference locations open to the public) in the following limited circumstances:

One or more members but less than a quorum, have "just cause" for not attending the meeting in person (childcare, family caregiving, contagious illness, physical or mental disability need, or travel on official public business, OR an emergency prevents in person attendance.

INFORMATION/DISCUSSION/PRESENTATIONS

1. President's Report Michael Gutierrez
President Gutierrez thanked the continuing members and introduced himself and thanked new members for their interest and in joining the committee.
President Gutierrez identified that the college has been the victim of ransomware attack. He noted that on Sunday Oct 2, unusual activity (it made the server activity look like a Monday or Tuesday and not a Sunday) was observed. Taking precaution, the internet (servers) were shut down. There is an ongoing investigation being conducted by the FBI, and a third-party forensic company. It is presenting challenges that staff, faculty and students are meeting. Classes are still being conducted online as well as face to face. There is no specific date that we will be "back to normal". Hoping to bring back hardwired internet in the next week.
Another item to bring to the committee is enrollment. Pre-Covid vs post. It has been a mixed bag of results. Course work was same or a little lower but not significant. Spring 2021 saw a 6-8% dip in

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enrollment. Fall 2022 vs Fall 2021 did not decline and there was in fact a 1% increase. District is looking for approximately 1-2 years to recapture what was lost during COVID-19 shut down.

2. Measure T Status Projects Joseph Reyes
\$167 million dollar bond. The work has been divided into three (3) phases. Phase 1 was started in 2017. It is comprised of five (5) projects; Soledad and Castroville Education Centers, King City Expansion, new Nursing and Allied Health building, renovation of buildings D and E and ADA renovations to the plaza (old quad). Currently the last project, Building E is underway. It is anticipated to be complete January 2024 and ready for the spring semester starting that month. The first phase was top loaded with projects that had been identified in Measure H but were not completed due to the funds being depleted on the other Measure H projects.

Phase 2 is comprised of renovations to buildings J and K, the practice field, building B 2nd Floor, and the counseling suite. These last two are secondary affect projects (move out of nursing to a new building, and the move of student programs to the second floor allows for counseling offices to be increased. Building B is complete, counseling is pending DSA approval. Building K has DSA approval (DSA is the Dept. of State Architecture and where public works projects such as this get plans reviewed for health and life safety issues (fire), ADA issues, and structural code compliance. The DSA issues the "permit" for our projects. K has issued a Request for Proposal (RFP) from contractors and has a bid opening date of Nov. 4, 2022.

Building J is in DSA review currently, even though it was submitted prior to K; which demonstrates that how long a project is in DSA review is arbitrary. The practice field is in the design or programming stage with the architect and "shareholders" – Dean, coaches, faculty that are the main utilizers of the field. One additional project that has been held for further discussion is a new building. Originally identified for Alisal campus, there is review on where to best locate and utilize this building. The committee is reminded that Measure T was drawn up in 2016. The board continually looks at the projects and reaffirms that the direction of the projects is still the best course.

Phase 3 will be renovation of the remaining buildings, F, G and H which are the last of the original buildings on campus and house the physical education rooms and building N or Merrill Hall. This building has been utilized during the renovation process on main campus for swing space and scheduling. When renovating Bldgs. D and E they could not be done at one time as there is limited classroom space on campus to move the classrooms to. Building N has served a space for both offices and classrooms when a building is shut down for its renovation.

Q: Have there been overruns?

A: Yes, projects have exceeded budget. However, the district was extremely fortunate in front loading the projects. Bids were approved by the time that COVID-19 had appeared. Contractors anticipated higher costs and bought in advance where they could. Three projects did come in over budget approximately 25-30% higher. However, much of that can be attributed to the increase in the square footage of the buildings.

District has also mitigated some of the construction costs with finding ways to supplement the bond funds. In the area of FF&Es (furniture, fixtures and equipment) additional funds outside of the bond have been located or are looked for to expend on these types of items, releasing bond funds to be spent and stretched to pay for some of the higher construction costs. However, in discussion with architects on current projects of their own, they are seeing bids coming in lower than anticipated, so there may be turn in the construction costs that will impact beneficially the next projects.

Q: How were/are services determined in each building?

A: The centers were somewhat predetermined. At the time the bond was marketed and budgeted determination on how to design these projects was "what can't we teach in these rooms". The accreditation recommendations from the past reviews were also identified, making sure that programs available on main campus would be available in some form at the centers.

Each project had a programming/design committee made of "shareholders". Faculty, staff, administration, and the community were asked to serve on a committee that met with the selected architects to develop the design and needs of the projects. Meetings were held at design phases to review and discuss how progression was going until it had reached the point where the committee was satisfied with the design.

This is also happening with renovations, but where the scope is smaller than a new building, the committee is somewhat smaller and reflective of the faculty for the most part.

Q: Does childcare fit into these projects? Need for nighttime care.

A: District is aware of childcare needs, as both main campus and Alisal have centers. Alisal will have two childcare centers. King City and Main Campus are built out to the extent possible. Castroville also had a smaller land parcel. Soledad does have property not yet built upon and this need can be identified when the use of the unbuilt upon land is discussed.

3. Financials

David Techaira

It was noted that due to the loss of server access the typical documents presented at this portion of the meeting have been inaccessible. A brief table that is used for the annual report, was provided, and reviewed with the committee. The table identified expenses from inception to June 30, 2022.

It was noted that there have been some funds spent on phase 3 projects. The roofs on H and K. These were deemed necessary at the time done to minimize and mitigate any further damage to those buildings.

It was asked that when at the next meeting, an explanation of the documents and their purpose (how/what should the committee be looking at and using the documents) would be included. There will be an explanation provided.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

- 1. Timothy Miguel noted that meetings on the first or third <name>
- 2. <name>

NEXT MEETING(S)

ADJOURNMENT

<name>

The meeting adjourned at

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