

Approved

**HARTNELL COMMUNITY COLLEGE DISTRICT
BOND OVERSIGHT COMMITTEE MEETING**

Minutes
March 11, 2009

PRESENT	Javier Aldape Thad Evans Gary Hughes Terry McHenry David Medrano
NOT PRESENT	Rick Giffin Noe Otero Barbara Yesnosky Donald K. Young
PRESENTER	Damon Felice – Felice Consulting Services
GUESTS	Alfred Munoz, Controller
CALL TO ORDER	The meeting was called to order at 3:03 PM by Chair, Javier Aldape.
ADOPTION OF AGENDA	Approved and adopted by consensus.
MINUTES	Approved and adopted by consensus.
PUBLIC COMMENT	None

**BOND
OVERSIGHT
COMMITTEE
MEMBER
COMMENTS**

Damon Felice - Felice Consulting Services distributed and briefly reviewed the Hartnell College District Response to the Grand Jury findings. He also reported on the status of the Measure H Website. Damon Felice indicated that improvements and updating have taken place. For example, progress has been made to arrive at the Measure H website with much more directness and ease. Damon Felice also mentioned that he is continuing to work on the BOC power point presentation. David Madrano cited BOC members should also undertake ethics training and recommended ethics instruction to be completed through the California Secretary of State website.

An article was found via the internet and circulated by Thad Evans written in 2005 by *Jeffery Small and Cathleen Dominico of Capital Public Finance Group, LLC*. The two page report provides general information on exchanging General Obligation Bonds into cash for the purpose of the development of school facilities. Upon a brief review of the document, David Madrano suggested that a legal narrative from the prior refinancing of the District Bonds be presented at the next meeting. Damon Felice agreed to supply the requested information and will try to make arrangements to have a representative from Piper Jaffray & Company at the April 08, 2009 BOC meeting to discuss the various variables of selling a G.O. Bond.

Damon Felice thanked Thad Evans, BOC Senior Citizens representative, for his participation from 2007-2009 as a committee member.

Gary Hughes, A.V.P. AIS and Library Services verbally discussed the many departments he oversees. He will formally provide the BOC with a listing of his duties at the April, 2009 BOC meeting. He also explained the many accomplishments and improvements that have taken place on campus over the past ten years and his direct involvement with the Learning Resource Center. Gary Hughes also provided an overview of the facilities master planning process and how enrollment, growth of student population and student contact hours, effects the justification of building space required and evaluation of new construction. Moreover, he expressed his excitement of being a part of the benchmark trip to Cal Poly for the gathering of information for the impending Hartnell Science Building.

**INFORMATION
ITEMS:**

Damon Felice of Felice Consulting Services provided the following report:

**Measure H and
Construction
Update/Discussion
and Measure H
Financial Report**

- **Alisal Campus Master Plan**
 - ⇒ The District has begun the planning process for the 142 acres of the Alisal Campus
 - ⇒ Kasavan Architects will be preparing the master plan on the 142 acre
 - ⇒ The process will include two master plans, (1) for the +/- 42 acre campus and (1) for the remaining +/- 100 acres
 - ⇒ Once a master plan is complete the EIR process will begin with the City of Salinas
 - ⇒ The Board approved a profession services contract with the City of Salinas airport consultant to start the land swap procedure

- **Main Campus Facilities Master Planning Process**
 - ⇒ We are currently starting to update the 5-year Capital Outlay Plan which will be submitted to the state on July 1, 2009
 - ⇒ We are starting the preparation of an IPP for 2009. That document will be completed and submitted to the Chancellors Office by July 1, 2009

- **Science Building FPP**
 - ⇒ The IPP was hand delivered to our specialist on June 4, 2008
 - ⇒ An RFQ/P was issued on October 31 for Architectural and Engineering services for the Science Center Project
 - ⇒ The services will include both the preparation of a Final Project Proposal (FPP) and then the Architect of Record (AOR) services
 - ⇒ The package was due on December 5th and we received a total of 18 proposals
 - ⇒ A total of 5 firms were interviewed on 12/12
 - ⇒ Lionakis, out of Sacramento, was the firm recommended to the Board and they were approved by the Board on 01/13
 - ⇒ We will now start the FPP process with the users and Lionakis
 - ⇒ We had our kick-off meeting on 02/19-20
 - ⇒ The group will be taking its first benchmarking trip to Cal Poly on 03/09. The plan is to take at least two more prior to the completion of the FPP
 - ⇒ The FPP will be completed by May 15, 2009 and submitted to the state no later than July 1, 2009

DESIGN PROJECTS

- **Northeast Landscaping Project**
 - ⇒ Bellinaer Foster Steinmetz (BFS) has completina the

