

Adopted

HARTNELL COMMUNITY COLLEGE DISTRICT

BOND OVERSIGHT COMMITTEE MEETING

Minutes

August 08, 2007

PRESENT	Thad Evans Rick Griffin Sean Dendy Phoebe Helm Larry Carrier
PRESENTERS	Damon Felice – Townsend Management Inc.
GUESTS	none
CALL TO ORDER	The meeting was called to order at 3:08 p.m. by Taxpayers’ Rep. Rick Giffin.
ADOPTION OF AGENDA	No Consensus/Unavailable Quorum
MINUTES	No Consensus/Unavailable Quorum
PUBLIC COMMENT	None
BOND OVERSIGHT COMMITTEE MEMBER COMMENTS	<p>Mr. Sean Dendy stated that he had not had any success with seeking students who might be interested in serving as the Student Representative on the Committee. Mr. Dendy, however, did speak to a few professors to help choose two or three students that would be qualified for the position. Mr. Dendy declared that instructors would know which students might have an interest to serve and that the instructors he contacted would also be able to inform students of the learning benefits as a member of the committee.</p> <p>Dr Helm stated that she also has tried to find candidates. Dr. Helm mentioned she has contacted Math and Science professors for assistance in the recruitment process. Dr. Helm also suggested for Mr. Dendy to return to the next meeting in September as a mentor to the next Student Representative and to assist with the transition process.</p>

Mr. Dendy graciously agreed to be at the next meeting to assist with the transition and to be mentor. Also, Dr. Helm concluded that the Student Representative should be presented and approved by the Board and the Student Government. Moreover, Dr. Helm added, that there should be no omissions made in the approval process.

**INFORMATION
ITEMS:**

Opening Comments

In the nonattendance of Mr. Javier Aldape, Vice Chair, Mr. Rick Giffin, Taxpayers' Representative led the meeting with a nod of acceptance from Mr. Thad Evans, Senior Citizens Representative. Mr. Giffin acknowledged all present and all absent from the meeting. Although a quorum had not been accounted for the general census was to review the business at hand and be updated on the construction for the benefit of those at the meeting.

Mr. Giffin articulated of the lack of recognition that is exerted by the General Board of Trustee in regards to the outstanding duties the Oversight Committee Members bring to fruition and report. This statement was affirmed by his observance made at the previous evenings Board of Trustees' Meeting. He also confirmed and did not deny his candidacy for District 2, Board of Trustees currently being occupied by Mr. Bill Freeman.

Mr. Giffin voiced also his frustration with the lack of attendance at the August Oversight Meeting. He stated that the committee had not received, for several months, email alerts of the monthly meetings. Mr. Damon Felice of Townsend Management Inc. (TMI), injected that to assist the President's office, TMI has volunteered to distribute the agenda and take the minutes. Furthermore, Mr. Felice apologized for not informing the committee of the change. Mr. Felice continued, by stating, as of this time forward, his office would email all committee members of future meetings.

Mr. Felice distributed copies of the Construction Update as of 08/08/07 and gave the following update/report and distributed copies of the Hartnell Community College Physical Education Complex Master Plan Build-out Diagram:

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

- **CALL Building**
 - DMC Construction is the GC for the project
 - Indicator Piles were driven on 8/1 & 8/2
 - Production Piles will be driven in September
 - A total of 7 indicator and 63 production piles will be driven

- **PA ADA Project**
 - The project will go out to bid in September
 - Bid openings will be in October
 - Board Approval in November
 - Construction will begin in Room 146 on 12/18 and be completed by 1/26/08
 - The remainder of the construction will begin on 12/24 and will be completed by 6/20/08

Mr. Giffin expressed concerns regarding possible liability issues in association with construction while students, staff and faculty are present on campus.

Mr. Felice acknowledged the difficulty of arranging construction around the needs of the general campus user groups. However, Mr. Felice assured Mr. Giffin and the committee that much effort is made to alert students, staff and faculty of construction and arrangements are made in advance to place those involved into designated and appropriate Swing Spaces.

- **Northeast Landscaping Project**
 - Bellinger Foster Steinmetz is working through the working drawings and should be completed by October 2007
 - Construction should begin sometime in the summer/fall of 2008
- **Monument sign and Campus Map / Directory Signs**
 - DMC Construction is the GC for the project
 - The project should be completed by September
- **Student Center Renovation/Remodel Project**
 - BFGC is working through the working drawings for the project
 - They will onsite in the next few weeks to start to work through the interior finishes of the building
 - The plans should go to DSA in December and will take about 4-6 months for review
 - Construction should begin sometime in the fall/winter of 2008
- **PE Renovation Project**
 - Sugimura and Associates (SAA) presented the plan to the user group on 6/28/07
 - The master plan is attached for the Oversight review and comments

- **East Campus Center for Applied Technology**
 - Kasavan Architects is the Architect of Record for the project
 - The team is working through programming and preliminary plans
 - The Preliminary Plans, which includes Schematic Design and Design Development, will be completed by the middle of July and will be ready to be submitted to the Chancellors office for approval by the end of August
 - The District received the ‘draft’ Mitigated Negative Declaration on 8/7 for their review
 - Once the document is approved by the District it will be available for public review and comment for a 30 day period
 - The completed Mitigated Negative Declaration will be a part of the package which will be submitted to the Chancellor’s office with PP
 - The construction Documents will then be prepared and ready for submittal to DSA in November 2007
 - Construction will begin in July 2008

Measure H Financial Report

Mr. Larry Carrier, Vice President of Administrative Services reported that all remaining resources from Series A will be brought forwarded into to Series B projects.

Mr. Carrier articulated because of the time factor in securing state funds years in advance for the CALL Building that the district would be obligated to supplement the lack of funds due to increase in costs for construction material. Mr. Felice, affirmed by formal declaration, the increase of construction costs from the initial passing of the Bond.

**ACTION ITEMS:
Future Agenda Items**

Securing a Student Representative Committee Member by following the proper recruitment and approval process

Next Meeting

The next meeting of the Bond Oversight Committee will be on Wednesday, September 12, 2007 at 3:00 p.m.

Adjournment

There being no further business, the meeting was adjourned at 4:03 p.m. by Taxpayers’ Rep. Rick Giffin.

/cmr

