

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. BROADWAY
SANTA ANA, CA 92706**

BOND OVERSIGHT COMMITTEE

**THURSDAY, JANUARY 31, 2008
DISTRICT BOARD ROOM**

MINUTES

Members Present: Linda Boone
John Acosta
Gloria Alvarado
Tony Ellis
Alex Flores
Paul Garcia
Lan Quoc Nguyen
Darin Woinarowicz

Members Absent: Chip Ahlswede

District Staff Present: Edward Hernandez, Chancellor
Peter Hardash, Vice Chancellor, Business/Fiscal
Bob Partridge, Assistant Vice Chancellor, Facility Planning
Darryl Odum, Director, District Construction and Support Services
Erlinda Martinez, President, Santa Ana College
Juan Vazquez, President, Santiago Canyon College

1. Call to Order and Introductions

Mr. Woinarowicz called the meeting to order at 6:05 p.m.

2. Annual Organizational Meeting Items

- a) Election of the Committee Officers (Chair and Co-Chair)
- Mr. Woinarowicz volunteered to serve as Chair
 - Mr. Flores volunteered to serve as Co-Chair

A motion was made, seconded and approved unanimously by the committee to appoint Mr. Woinarowicz as committee Chair and Mr. Flores as the committee Co-Chair.

b) Adoption of the schedule of meeting dates for 2008

A motion was made, seconded and approved unanimously by the committee to meet on May 22, 2008 and September 25, 2008 at 6:00 p.m., District Board Room.

Ms. Alvarado arrived at this time.

c) Affirmation of the Citizens' Bond Oversight Committee Ethics Policy Statement

Mr. Woinarowicz reviewed the Bond Oversight Committee Ethics Policy with the committee.

A motion was made, seconded and approved unanimously by the committee to accept the Citizens' Bond Oversight Committee Ethics Policy Statement as presented.

d) Affirmation of the Citizens' Bond Oversight Committee Bylaws

Mr. Woinarowicz reviewed the Bond Oversight Committee Bylaws with the committee.

A motion was made, seconded and approved unanimously by the committee to accept the Bond Oversight Committee Bylaws as presented.

3. Approval of Minutes – October 11, 2007

A motion was made, seconded and carried unanimously to approve the Bond Oversight Committee Minutes of the October 11, 2007.

4. Approval of the Measure E Audits (Performance and Financial)

Mr. Hardash reviewed the Proposition 39 General Obligation Bonds Measure E Bond Program Performance Audit and the Proposition 39 General Obligation Bonds Revenue Bond Construction Fund Financial Audit with the committee. The District is required by law to have an audit every year on how the bond funds were spent. On page 2 of the financial audit is the following statement:

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations for the Revenue Bond Construction Fund of the Rancho Santiago Community College District as of June 30, 2007, in conformity with accounting principles generally accepted in the United States of America.

The term "present fairly" is the term used to state "good job" an excellent audit.

Mr. Hardash reviewed the performance audit and indicated on page six the following statement appears:

There were no findings and recommendations related to the performance audit of the Revenue Bond Construction Fund – Measure E Bond Program for the year ended June 30, 2007.

Mr. Hardash indicated the Performance audit is also an excellent audit.

Mr. Woinarowicz asked for a motion to approve the financial and performance audits as presented. A motion was made, seconded and carried unanimously to approve the Proposition 39 General Obligation Bonds Measure E Bond Program Performance Audit and the Proposition 39 General Obligation Bonds Revenue Bond Construction Fund Financial Audit as presented.

5. Report from the Chancellor

Dr. Hernandez informed the committee that the district is closely monitoring money invested at the County. Property tax collection will come in lower than expected due to the economy and foreclosures in the county.

Projects continue to move forward using bond funds as indicated in the November 2002 ballot.

There were no questions.

6. Bond Projects Update

Mr. Partridge reviewed bond projects as follows:

SANTA ANA COLLEGE

1. **CHILD DEVELOPMENT CENTER:**

- Fields Devereaux Architects hired and design was completed
- Location of new center has been changed to south of new science building
- Temporary consolidated facilities for child development are now located at the former church
- Plans were submitted to DSA in 2007 with expected approval in March 2008
- Construction to commence in Summer of 2008 with completion in approximately December 2009

2. **COLLEGE AVENUE APARTMENTS/CHURCH – DEMOLITION:**

- All apartments, old Child Development Center and most of the church were fully demolished in February 2006

3. **DIGITAL MEDIA CENTER:**

- Project completed and fully operational in the Summer of 2006

4. **SAC PARKING LOT:**

- Project completed in the Summer of 2006

5. **INFRASTRUCTURE:**
 - LPA (master plan architect) has finished with design work associated with this project which includes road work, parking lots, landscape upgrading, drainage and utility upgrades
 - Work will be done in phases, beginning with the complete closure (for public use) of College Avenue in March 2008 (approximately)
 6. **MEN'S/WOMEN'S LOCKER ROOMS:**
 - Project completed and fully operational in April 2007
 - Renovation of Building "E" (former Women's Locker Room) into a fitness assessment center was completed in August 2007
 7. **PARKING STRUCTURE:**
 - Preliminary design of this facility by LPA was completed in 2006 utilizing input from a SAC user group
 - Shall accommodate 1,500 vehicles
 - Project submitted to DSA in December 2007 with DSA approval expected in late 2008
 - Construction of the parking structure to commence in late 2009, after completion of the Child Development Center and construction of the new soccer field
 8. **PUBLIC SAFETY INSTITUTE (SAC/O.C. Sheriff's Regional Training Academy):**
 - Facility was completed and fully operational in June 2007
 9. **SCIENCE BUILDING:**
 - Architect (A. C. Martin) was hired by the District in April 2005
 - Project was submitted to the State Chancellor's Office in 2007 for potential state funding. The Initial Project Proposal (IPP) for state funding was approved and the District will be completing a Final Project Proposal (FPP) in June 2008 for potential state funding in 2010-11.
 10. **RENOVATION OF 14 BUILDINGS:**
 - Scope of work includes painting, carpeting, furniture, equipment, electrical/data upgrades and general renovation
 - This work has commenced with significant progress completed in the Library, Dunlap Hall, C Bldg. & D Buildings, and Administration Building
 - The next priority of buildings shall include the Hammond Hall renovation scheduled for commencement in late Spring 2009 with completion in Spring 2010
 - The exterior of the majority of buildings have been painted
 - Asbestos abatement has been completed at the Administration Building and renovation work was completed with re-occupancy in November 2007
- Ms. Boone arrived at this time.
11. **MARQUEE:**
 - Marquee installed and fully operational in September 2006

12. **CLASSROOM BUILDING:**
 - Preliminary design was completed with the assistance of a representative user group providing input
 - Architect completed working drawings and submitted them to DSA in 2006. Project approved by DSA in Spring 2007
 - Building to provide 16 classrooms, just south of the SAC swimming pool
 - Construction commenced in December 2007 with expected completion in January 2009

13. **SAC SOFTBALL FIELD:**
 - LPA designed softball field with the assistance of a representative user group from the P.E./Athletics Dept.
 - Working drawings were completed and submitted to DSA in June 2006 and approved in early 2007
 - Construction commenced in March 2007 with completion in December 2007 (except for bleachers)

14. **MAINTENANCE & OPERATIONS BUILDING:**
 - Project fully designed and approved by DSA. Project was delayed pending the City of Santa Ana's approval of the closing of College Avenue
 - Project was bid and construction commenced in December 2007. Completion expected in January 2009.

15. **CEC:**
 - Facility Planning Office and LPA Architects have worked with CEC user groups to determine scope of work necessary to meet additional office and classroom needs
 - Minor renovation work was completed over the Spring and Summer of 2007
 - Due to age and general condition of existing modular buildings, it was decided to construct the same 16 classroom building that is under construction at SAC, at the CEC site. This decision provides for a permanent, long-life building at this site, yet saves significant dollars by re-use of existing plans.

SANTIAGO CANYON COLLEGE

1. **INFRASTRUCTURE:**
 - LPA (master plan architect) and related engineers designed the mass grading of site and utility backbone. Grading activity commenced in Spring 2006 and was completed at the end of August 2006.
 - Project scope included relocation of two (2) soccer fields and relocation of 31 portable buildings to areas that will allow for future construction of the science building and humanities building
 - Perimeter landscaping project to protect down slopes from erosion and provide aesthetic improvements to site was completed in late Fall 2007.

2. **LEARNING RESOURCE CENTER (Library):**
 - Project was fully completed and operational in Summer of 2006
3. **MAINTENANCE & OPERATIONS BUILDING:**
 - Project houses the maintenance and operations equipment and staff as well as warehouse storage and distribution
 - Building was fully designed with input from a SCC user group
 - Preliminary design and design development were completed in Spring 2006
 - Architect (LPA) developed the working drawings for submittal to DSA in October 2006 and project was approved by DSA in August 2007
 - Project currently out to bid with construction to commence in late Spring 2008
4. **SCIENCE BUILDING:**
 - Project obtained DSA approval in October 2006 and project was bid in early 2007
 - Bids exceeded budget and staff recommended both value engineering of the project as well as bidding of the project via the multi-prime alternative
 - Project re-bid with savings of about \$1.5 Million. Project under construction as of January 2008 with completion by July 2009.
5. **MARQUEE:**
 - Marquee installed and fully operational in September 2006
6. **HUMANITIES/SOCIAL SCIENCE BUILDING:**
 - Preliminary design of this project began in April 2007
 - Project size and scope are now defined and the architect (LPA) worked with the SCC user group to formalize the schematic design
 - Building shall be approximately 53,000 assignable square feet (70,000 gross sq. ft.) in size
 - Working drawings for this project are in progress by LPA with submittal to DSA planned for Summer 2008
 - Construction would commence in the Spring of 2009
7. **SOFTBALL FIELD:**
 - Presently under construction with completion expected in March 2008
8. **GYMNASIUM:**
 - Project fully designed and submitted to DSA in December 2007 by project architect (Austin Co.)
 - Project utilized plans from Mater Dei High School for the majority of the building, thereby saving significant design and engineering costs in excess of \$500,000
 - Depending upon funding, project could commence with construction in 2009
9. **ORANGE EDUCATION CENTER:**
 - Renovation of an existing 90,000 sq. ft. commercial building into a high tech, learner-oriented facility for non-credit (continuing education) programs in the Orange area
 - Project completed and fully operational as of Fall 2005

There were no questions from the committee.

9. Bond Budget Update

Mr. Hardash reviewed the bond budget update. As of January 30, 2008 Santa Ana College is 64% completed; Santiago Canyon College is 62% completed and the replacement of the telephone and computer networking at the District Operations Center is 95% complete.

There were no questions from the committee.

10. Santa Ana College Update

Dr. Martinez informed the committee that the groundbreaking for the Santa Ana College Classroom Building is scheduled for February 28th at 1:00 p.m. This will be the first classroom facility on the campus since the Chavez Building opened in 1996.

Enrollment at the campus is up which is good news for the district when it can be efficient, serve the community and stay within budget and still be over growth cap.

The goal of the college is to have completed all the bond projects including the City of Santa Ana widening Bristol by the colleges 100 year anniversary in 2015.

11. Santiago Canyon College Update

Mr. Vazquez welcomed Ms. Linda Boone as the Santiago Canyon College Foundation representative to this committee and extended a personal invitation to tour the campus facilities and review the Measure E bond projects for the campus.

Both colleges are very strong in enrollment this year and continue to grow. The intersession scheduled for this January has come in at about 7-10% over last year's enrollment for intersession.

The groundbreaking for the Santiago Canyon College Science Building is scheduled for March 25th at 10:30 a.m. – you are all invited.

Mr. Vazquez concluded his report by informing the committee that the architects, construction management firms, faculty, staff, students and the Facility Planning Office at the district have been working together to make sure that bond projects are meeting the needs of the campus community as a whole.

12. Comments from the Members

Mr. Woinarowicz congratulated Mr. Vazquez on the SCC Soccer teams win by one goal.

Mr. Paul Garcia informed the committee that the students at Santiago Canyon College passed a resolution in November, 2007 in support of RSCCD for doing their part in advocating and supporting students. Mr. Garcia is working on a strategy to get information out to the students.

13. Future Meetings

The next meeting is scheduled for Thursday, May 22, 2008 at 6:00 p.m. in the District Board Room.

14. Adjournment

A motion was made, seconded and passed to adjourn the meeting at 7:10 p.m.