

**Measure E Bond
Citizens' Oversight Committee**

MINUTES

Long Beach City College
4901 East Carson Street
Long Beach, CA 90808

"Approved"

**August 17, 2015
Liberal Arts Campus
Building T-1100 (Board Room)**

Members Present: Dalziel Arambula, representing the Associated Student Body; Phil Bond, representing the Local Business Community; Jon Gotz, representing the Support Organization for the College; William Marmion, representing the Senior Citizens Organization; Elaine McDaniel, representing the Community at Large; David See, representing the Bona-Fide Tax Payers Association; and Stella Ursua, representing the Community at Large.

Members Absent: None

LBCCD/Bond Program Staff/Guests Present: Ann-Marie Gabel – Vice President, Administrative Services; Tim Wootton – Director, District Facilities; Michael Boomsma – Program Director & Lexi Donovan, BMT; Stacey Toda – Associate Director, Communications & College Advancement; Medhanie Ephrem – Deputy Director Planning and Construction; and John Thompson – Director, Fiscal Services.

PUBLIC COMMENTS

- None

OLD BUSINESS

- None

NEW BUSINESS

- **APPOINTMENTS (Ann-Marie Gabel)**
Mrs. Gabel announced the Board of Trustees approved Elaine McDaniel, Jon Gotz, and David See to extend their term for another two years on the Citizens' Oversight Committee.
- **OFFICER ELECTIONS (Phil Bond)**
 - Motion by Dr. Marmion and seconded by Ms. Ursua to accept the group of appointments as presented below; the motion carried unanimously.
 - Chairperson Elaine McDaniel
 - Vice Chairperson Jon Gotz
- **APPROVAL OF JANUARY 26, 2015 MINUTES (Elaine McDaniel)**
 - Motion by Mr. Bond and seconded by Ms. Ursua to approve the January 26, 2015 Minutes as presented; the motion carried unanimously.

NEW BUSINESS (continued)

- **QUARTERLY EXPENDITURE REPORTS (Ann-Marie Gabel)**

(Refer to “letter addressed to Mr. Phil Bond Citizens’ Oversight Committee, dated April 14, 2015, and letter addressed to Mr. Phil Bond Citizens’ Oversight Committee, dated August 5, 2015 RE: Measure E Expenditure Summary Update from Michael Boomsma, LEED AP Bond Management Team,” and “LBCC 2008 Measure E Bond – Fund 46 Report – Thru Date: 3/31/2015 and 7/1/2015” handouts). These documents are on file with the Minutes.

- **Measure E 2008**

- Mrs. Gabel reminded the Committee that the Measure E Expenditure Summary Update and the LBCC 2008 Measure E Bond-Fund 46 Report through March 31, 2015 were emailed to the Committee on April 21, 2015.

Budget Overview

	3/31/15	6/30/15
▪ Total Current Budget	\$440,000,000	\$440,000,000
➤ Measure E Series A Bonds	\$48,373,981	\$48,373,981
➤ Measure E Series B Bonds	\$253,538,026	\$253,538,026
➤ Bond Anticipation Notes	\$180,480,000	\$180,480,000
➤ Interest Earnings	\$5,862,011	\$5,894,276
▪ Total Committed Amount	\$460,372,655	\$462,091,773
▪ Total Expenditures to Date	\$428,442,474	\$447,657,396
▪ Total Expenditures Quarter Ending	\$11,860,446	\$19,214,922

- Mr. Bond asked about the Contingencies line item comparison between the two reporting periods. He questioned the percentage of the total remaining budget for Contingencies, it appears to have dropped significantly and he asked for clarification. The budgeted amount in March 2015 was \$16.5 million and June 2015 showed a balance of \$10.4 million. Mrs. Gabel explained approximately \$6.2 million was moved into different projects. One major project is the District wide security camera project.
- There was discussion regarding the timeframe and the possibility of needing DSA approval. Ms. McDaniel emphasized the importance of the security project and asked if there was any way to speed up the timeline. Mrs. Gabel responded DSA would determine the timeframe. It is not determined at this point if DSA approval is needed. The District is making sure we are proceeding appropriately with the project.
- Mr. Gotz asked for clarification on the Administrative Costs line item. Mrs. Gabel explained items included in the Administrative Costs are: issuance of bonds, interest costs, audit fees, and the 5 Year Construction Plan Costs – items we can’t charge directly to a project.
- Motion by Mr. See and seconded by Mr. Gotz to accept the reports as presented; the motion carried unanimously.

NEW BUSINESS (continued)

- **BOND PROGRAM UPDATE (Tim Wootton)**
(Refer to “Bond Construction Update Citizen’s Oversight Committee-August 17, 2015” PowerPoint presentation handout). These documents are on file with the Minutes.

- Mr. Wootton reviewed the construction projects.

Scheduled Maintenance

- **Fiscal Year 2014/15 - \$2,628,690 (State Funds Only)**
 - .. Roofing contract awarded to Tecta America
 - .. Complete roof replacement Building K – start 6/15/15
 - .. Complete roof replacement Building G – start 7/17/15
 - .. Complete roof replacement Building Z – start 8/5/15
 - .. Complete roof replacement Building O-1 – start 9/11/15
 - .. Complete roof replacement Building O-2 – start 10/23/15
 - .. Paint exterior of Buildings LL & HH – start 6/15/15, AJ Fistes
- Dr. Marmion asked about the age of the buildings that are receiving new roofs. Mr. Wootton acknowledged most of the buildings are older. Building Z was built with bond funds but only had a 10-year roof.
- **Fiscal Year 2015/16 - \$2,313,000 (One Time Mandated Cost)**
 - .. Complete roof replacement Buildings JJ, HH, J, P
 - .. Interior door replacement Buildings D, K, H
 - .. Paint exterior of Building E, high voltage house, stadium
 - .. HVAC air handler upgrades Building D
 - .. ADA accessibility and compliance – various locations

Current Construction Projects (Measure E 2008)

- **LAC Building C Retrofit – Nursing Program**
 - .. BCA Architects – Construct One, Construction Contractor
 - .. Complete renovation of 31,567 GSF Nursing Building C
 - .. 10 classrooms, 6 simulation labs, 12 Faculty offices and computer labs
 - .. Construction started on September 8, 2014
 - .. Anticipated project completion is Spring 2016
- **PCC Building GG – Student Services Center**
 - .. RNT Architects - Balfour Beatty, Construction Contractor
 - .. New 38,855 GSF Student Services Building with 2 additional classrooms
 - .. Admissions & Records, Financial Aid, DSPS, EOPS, Student Counseling, Student Health Services, Cashier’s Office and Student/Staff Dining Services
 - .. Construction started Fall 2014, estimated completion is Spring 2016
- **LAC Building JJ – Alternate Transportation Retrofit**
 - .. Additional retrofit work that required DSA approval
 - .. Work scope is out for public bid
 - .. Dynamometer relocation and installation
 - .. 2 new auto lifts, Carbon Dioxide & Methane detectors
 - .. Anticipated construction completion September 2015

NEW BUSINESS (continued)

- **BOND PROGRAM UPDATE (continued)**

Upcoming Construction Projects (Measure E 2008)

- **PCC Building QQ & RR - Electrical Program**

- .. HPI Architects – Interior Demolition Inc. contractor for demolition
- .. Building QQ will be demolished, new 24,000 GSF building will be built
- .. Electrical labs, classrooms, offices and Lifetime Learning Center
- .. 6,000 GSF Building RR to be renovated for the Electrical program’s robotics labs
- .. DSA submittal April 2015, estimated construction start Spring 2016
- .. Improvements to the site currently occupied by Buildings OO & PP
- .. Expand Horticulture area, move all functions of Building FF to QQ
- .. Move Foster Care to UU and demo OO, PP and FF

- **LAC Building D 1st Floor Renovation – Science Labs**

- .. MSP Architects – public bid to determine contractor
- .. Renovate 16,000 square feet of 1st floor for new Science Labs
- .. Physiology, Diagnostic Medical Imaging and Allied Health
- .. Design documents underway, construction to start Spring 2016

- **LAC Building J Renovation - Auditorium**

- .. SVA Architects – public bid to determine contractor
- .. Renovate 37,878 GSF Auditorium, originally built in 1956
- .. Structural, ADA, mechanical systems and program enhancements
- .. Submit design documents to DSA for review November 2015
- .. Scheduled to start construction Fall 2016 and complete Spring 2018

- **LAC Building P Renovation**

- .. Steinberg Architects – public bid to determine contractor
- .. Renovate 16,016 GSF building, originally built in 1935
- .. Project will address ADA, classrooms, offices and mechanical systems
- .. Submit design documents to DSA for review December 2015
- .. Estimated construction start Fall 2016, completion Spring 2018

- **District Wide Security Monitoring System**

- .. Red Five Security completed phase 1 of the districtwide security assessment July 2015. Phase 2 will be full design and bid documents.
- .. Locations and type of cameras, infrastructure assessment
- .. Initial plan covers all exterior, building entrances and heavy use areas
- .. Maintenance and support assessment

- **LAC Building E – Student Center**

- .. Design awarded to TBP Architects – public bid to determine contractor
- .. Renovate 50,276 GSF building, originally built in 1968
- .. Project will address ADA, Food Services, ASB, mechanical & electrical systems
- .. Design and DSA approval is estimated to be about 12 months
- .. Estimated construction start Spring 2018, completion Fall 2019

NEW BUSINESS (continued)

- **BOND PROGRAM UPDATE (continued)**

- Completed Construction Projects (Measure E 2008)**

- **LAC Building V – Math and Culinary Arts**

- .. Sillman Wright Architects – Harper Construction
 - .. 73,650 GSF Math and Culinary Arts building, as well as Reprographics
 - .. 20 classrooms, 30 Faculty offices, 7 Culinary labs
 - .. Substantial completion awarded April 2015
 - .. Furniture move is scheduled for late June 2015
 - .. Classes begin Fall semester 2015

- **LAC Storm Water Runoff Compliance – Central Quad**

- .. Lynn Capuoya Architects - Pima Corporation, Construction Contractor
 - .. Substantial completion awarded May 2015
 - .. Courtyard and walkways currently open to the public
 - .. Contractor terminated due to construction license suspension June 2015
 - .. Working with Bond Surety to complete items on punch list
 - .. Sage Construction completed project

- **PCC Building AA Basement Infill**

- .. Remove basement next to Building AA and back fill area
 - .. Construction started February 2015 and completed May 2015

- **PCC MD Trailer Removal**

- .. The trailers marked in red have been removed
 - .. The remaining trailers house operations that will relocate to Building GG
 - .. All trailers will be removed when we move into Building GG

- Mr. Bond asked about the decision making process regarding remodeling a building or tearing down and rebuilding such as Building J. Mr. Wootton said that many factors go into the decision including an analysis of both options.
 - Ms. Ursua asked about the new roofs on the buildings and if they are “cool roofs” or “green roofs”? Mr. Wootton responded that all roofs are required to meet Title 24 standards which are considered “cool roofs”.
 - Ms. Ursua asked about grass at the campus. Mr. Wootton informed her LAC is on approximately 95% reclaimed water which doesn’t have drought restrictions. PCC is on domestic water so we have adjusted our watering schedules. The turf at PCC is showing signs of distress.
 - Ms. Ursua inquired about the District using energy storage systems. Mr. Wootton acknowledged we have looked at the possibility on some projects. We are currently doing some lighting projects. The projects we have looked at for energy storage are not beneficial for the District.

NEW BUSINESS (continued)

- **BOND PROGRAM UPDATE (continued)**
 - Mr. See requested information regarding the displacement of students when a building is out of commission. Mr. Wootton explained classrooms and offices are assigned swing space in different buildings to accommodate faculty, staff and students. The auditorium may require some off-campus swing space. Building E is still in the planning stages to determine swing space.
- **Refunding Bonds , 2015 Series F (Ann-Marie Gabel)**
(Refer to “Transaction Overview” handout)
 - On June 9, 2015, the District refunded/refinanced \$32,545,000 of its General Obligation Refunding Bonds. The savings to the taxpayers was \$4,625,048. The present value of savings to the taxpayers was \$3,656,692 which resulted in a 10.40% savings to the taxpayers.
- Mrs. Gabel thanked the COC members that were able to attend the campus tours at LAC and PCC in June 2015.

FUTURE AGENDA ITEMS

- Performance and Financial Audits – Auditors will be at the January meeting
- Annual Report
- Quarterly Expenditure Report
- Bond Program Update

NEXT MEETING

- January 25, 2016
T-1100 (Board Room) at LAC

ADJOURNMENT

- Motion by Mr. Gotz and seconded by Ms. Ursua to adjourn the meeting; the motion carried unanimously.
- The meeting adjourned at 6:50 pm.

Respectfully Submitted by:
William H. Marmion, Secretary
August 17, 2015