Independent Citizens' Bond Oversight Committee
Tuesday, April 17, 2018
2 p.m. to 4 p.m.

MiraCosta Community College District
Oceanside Campus – Room 1068 Board Room
1 Barnard Drive – Oceanside CA

Agenda

I. Call to Order

II. Roll Call

III. Approve Meeting Minutes

   A. Regular Meeting of March 20, 2018

IV. Public Comment On and Not on the Agenda

ITEMS ON THE AGENDA: Members of the audience may address the Committee on any item listed on the agenda when that agenda item comes up for discussion and/or action. Comments will be limited to three (3) minutes per agenda item and a total of fifteen (15) minutes of public comment on an item, unless waived by the committee. ITEMS NOT ON THE AGENDA: Members of the audience may address the Committee on any topic not on the agenda so long as the topic is within the jurisdiction of the committee. Under the Brown Act, the committee is not permitted to engage in public discussion or take any action on an agenda item not on the agenda, except that members of the board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative, or in response to questions posed by the public, a member of the committee may ask a question for clarification. A member of the committee or the committee itself may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Comments from visitors shall not exceed three (3) minutes unless the committee waives the time limit. The board may also limit the total amount of time for speakers on a particular topic to fifteen (15) minutes.

V. Changes in Agenda Order

VI. Recruitment of Independent Citizens' Bond Oversight Committee Member – Senior Citizen Representative

VII. Independent Citizens' Bond Oversight Committee Handbook Revisions

   A. Glossary of Terms

VIII. Staff Reports

IX. Standing Reports

   A. Status of Design
   B. Status of Construction
   C. Status of Contracts Let
   D. Scope of Services for Negotiated Contracts
   E. Status of Finance (Cost to Date)

X. Items for Next Agenda

XI. Adjournment

Independent Citizens' Bond Oversight Committee

Minutes of Regular Meeting **March 20, 2018**
(Approved _____, 2018

I. Call to Order

The Independent Citizens' Bond Oversight Committee met in a regular meeting on Tuesday, March 20, 2018, in meeting room 1068 on the Oceanside Campus. Chairperson Debbie Barnum called the meeting to order at 2:02 p.m.

II. Roll Call

Committee members present:

Debbie Barnum	Ted Owen
Richard High	Yolanda Silva

Committee members not present:
Raye Clendening
Robert Marcial

Others present:

Geoffrey Bachanas	Tom Macias
Wendy Cohen	Charlie Ng
John Dacey	Richard Robertson
Kristen Huyck	

III. Approve Meeting Minutes

A. Regular Meeting of February 20, 2018

By motion of committee member Owen, seconded by committee member High, the minutes of the regular meeting of February 20, 2018, were approved.

Vote: 4/0
Aye: Barnum, High, Owen, Silva

IV. Public Comment On and Not on the Agenda

None.

V. Changes in Agenda Order

None.

VI. Recruitment of Independent Citizens' Bond Oversight Committee Member – Senior Citizen Representative

Committee member Reich gave her verbal resignation to Chairperson Barnum after the February 20, 2018 meeting. An active recruitment will be started for a new senior citizens' representative. A request will be made to confirm her resignation in writing.

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VII. Independent Citizens' Bond Oversight Committee Handbook Revisions

A. Glossary of Terms

Kitchell provided the committee a Glossary of Terms used for the Measure MM Bond Program. Additional terms can be added as needed.

VIII. Staff Reports

None.

IX. Standing Reports

A. Status of Design

Kitchell reviewed the program status summary with the committee in addition to the pre-design update on the environmental studies and reports. All modernization projects have been approved by the coastal commission. Public comments on the environmental impact report (EIR) for the Oceanside campus have been incorporated into the report which will go to the board for approval in April. There was no feedback from any of the public agencies. Local Indian tribes noted concerns about any artifacts that could be found. The college will honor their request to have a meeting. The district standards and guidelines will be completed to present at the May board meeting.

A design status was provided on:

- Oceanside – Athletic Field Renovation (In Design)
  Reviewed the preliminary design concept of the project.
- Oceanside – Temporary Portables for Swing Space (DSA Plan Check)
  Undergoing the final plan phase with the Division of State Architects (DSA). Working on construction bid documents which will go out within the next couple of weeks.
- San Elijo – B300 Modernization (In Design)
  Moser Drew is in the design phase for the general purpose classrooms and they look to finalize items in September to submit to the DSA. Renovation plan is for approximately 8,000 sf.
- San Elijo – New Student Services and Administration Building (In Design)
  Project is in the early stages of programming to design a new gateway and face to the campus.
- San Elijo – B600 Modernization (DSA Plan Check)
  Project is in the final stages of DSA approval which should be within the next few weeks. Construction is slated to begin in June 2018.
- San Elijo – Temporary Portables for Swing Space (DSA Plan Check)
  Project is in the final stages of DSA approval. Within the next two weeks, three projects will be sent out to bid for renovating and modernizing buildings.
- Community Learning Center – Student Resources Building (In Design)
  Project is in the early stages of design.

A request was made to add rough order magnitude (ROM) to the Glossary of Terms.

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B. Status of Construction

There is no construction underway at this time for Measure MM. Construction will begin in June 2018.

John Dacey confirmed to the committee that projects funded with the lease revenue bond (LRB) are not under the purview of the committee. If any member would like additional information on the status of funding and projects, a public records request can be submitted, and the information will be provided. However, the committee can discuss the transaction that paid off the bond.

Brief discussion was held on how the college will update the current plan to meet future needs and what the process is. All users for construction projects meet to make sure the Facilities Master Plan assumptions are still correct prior to the start of the project. If something needs to be changed, it is discussed. The college is being careful making any changes to the master plan. The committee has requested updates on any changes that will be made to the Facilities Master Plan.

C. Status of Contracts Let

There have been no significant changes. The monument sign has been demolished at the Community Learning Center.

D. Scope of Services for Negotiated Contracts

Two new contracts were added. One for Little Architecture for the San Elijo Campus – new Student Services and Administration Building, and one for Lord Architecture – Community Learning Center new Student Resources building.

E. Status of Finance (Cost to Date)

The committee reviewed the budget executive summary. Currently there have been roughly about $25M in expenditures. Each site listed shows the cost of the project only. There is a contingency built in of 10 percent. As requested from the last meeting, modifications to the report have been made. The committee requested that Kitchell add the titles to every page on the report for easier reading.

- Cost-Savings Initiatives
  Measure MM Cost Saving Measures—were discussed. Data will be collected to be used for the year-end report the committee will be putting together. Analyzed program management office set-up items. There will be approximately $25K in savings over the life of the program. There is no mark up on professional services or consultant reimbursables. The estimated savings for this is $75K to $100K over the life of the program. The architects and engineers that designed the building modernizations for the San Elijo Campus during the 5-year construction plan were also used to expand the scope of the modernizations consistent with the Facilities Master Plan, which has saved in architectural and engineering fees.

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X. Items for Next Agenda

If anyone has anything further to add to the next agenda, please send your request to Debbie Barnum.

XI. Adjournment

Meeting adjourned at 2:43 p.m.

Minutes Approval:

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Debbie Barnum
Committee Chair

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