

MEETING MINUTES #13

Issue Date: August 18, 2005

MEETING DATE: Monday, July 11, 2005
 MEETING TIME: 4:00 P.M.
 MEETING LOCATION: San Diego Community College District
 3375 Camino Del Rio South, Board Room #245
 San Diego, CA 92108-3883

Attendees / Distribution:	*Indicates those present at this meeting
<u>Committee Members:</u>	<u>S.D.C.C.D. Staff:</u>
Castro, Honorable Federico (excused)	
Fat, Thomas N.*	Burkhart, Richard
Gibbens, Kim	Carroll, Constance *
Glaser, Bobby *	Davis, Terry *
Heiberg, Walter *	Dexheimer, Carol ²⁾*
Newman, Barry I. *	Garber, Bob ³⁾*
Pearson, Christopher *	Heske, Fred ¹⁾
Ryan, Jim *	Schamu, Damon *
Schulze, Evonne *	Schlegel, John *
Smith, Rev. George Walker *	Smith, Jim *
Spoon, Roberta	
Stoll, Catherine Clarke *	<u>Parsons-Proposition "S" Program Staff:</u>
	Ballard, Yvonne
<u>Board of Trustees:</u>	Bradshaw, Charles*
Rich Grosch *	Clark, Jim*
	<u>Visitors/Speakers:</u>
	Barton, Christine NTD Stichler Architecture *
	Roberson, Gregory, RJC Architects *

Representing:

- 1) Rita Cepeda, Mesa College
- 2) Burgess, Terry, City College
- 3) Patricia Hsieh, Miramar College

Prepared by: Yvonne Ballard, Parsons Phone (619) 515-5106

Note: Please inform the writer of any errors or omissions to these minutes; otherwise, they will be presumed correct as written. Meeting participants are asked to take notes and take applicable action on items discussed at the meeting.

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AGENDA ITEM / MINUTES	❖ ACTION
The meeting was called to order by Evonne Schulze at 4:05 P.M.	
1. Roll Call and Introductions	
<p>Clark: Took roll call.</p> <p>Schulze: Thanked Chancellor Carroll and Board Member Rich Grosch for attending today. Recognized Bob Garber, Vice President at Miramar College, Terry Davis, new Vice Chancellor for Business Services, John Schlegel, previously Vice Chancellor for Business Services, Jim Smith, Interim President, Continuing Education, and Valerie Edinger, Vice President, Instruction/Student Services, at Continuing Education. She also recognized Fadi Rassam, previously employed with Parsons.</p>	
2. Approval of Minutes, Citizens Oversight Committee Meeting #12, May 9, 2005	
<p>Schulze: Asked if there were any additions corrections to minutes? Hearing none, asked for a motion for approval of the minutes. (Ryan moved, Stoll seconded) Unanimous approval.</p>	
3. Board of Trustees reappointment of Committee Members.	Damon Schamu, Vice Chancellor Facilities Management
<p>Schamu: Committee members have a copy of the Board Docket reappointing members for a second two-year term. Jim Ryan and Kim Gibbens are on staggered terms which will expire in a year. The student member is yet to be identified, but will be one of three student trustees that have been elected to serve with the Board.</p> <p>Schulze: Asks that the Board poll the students to ensure their interest in being a member of the committee.</p> <p>Schamu: Met with the student trustees, who indicated they would select a student to serve in the fall as a representative of the student council.</p> <p>Additionally, Committee members have been provided an updated Committee Member's list. Please let us know if there are any corrections to this list.</p> <p>Fat: Requested his email be changed to tomfat40@aol.com</p> <p>Schamu: Provided a copy of excerpts from the Education</p>	

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<p>Code. The Committee had asked if the term was fixed at four years in law or if it was part of the bylaws and Board of Education decision. County Counsel opinion cited Section 15282 of the Education Code as dealing with Proposition 39 authorized bonds. It clearly indicates the term will be maximum two years without compensation and allows no more than two consecutive terms. So, four years max is the answer.</p> <p>Schulze: Understood that if members were off the Committee for a period of time, then they could be reappointed. There is no definition of “period of time”.</p> <p>Schamu: County Counsel indicated there was no precedence on “period of time” since this is relatively recent legislation. Counsel will research the issue further.</p> <p>Schulze: The Committee members should have some firm definition of how much time we must be off the committee before being eligible to be reassigned to the committee.</p> <p>Newman: Recalled a point discussed at the last meeting concerning the question of two members for the short term. Having read the bylaws, it’s at least two. He expressed concern with the way it is set up now. There are only two members that are going to be off at the next term, which means, excluding the student representative, that nine members will be leaving the committee at the same time. He thinks this is ill advised, and wonders whether the Board, when they made that decision, addressed that point.</p> <p>Schamu: They did not.</p> <p>Newman: Reiterates, as we are honoring the four year maximum, that to have nine people go off at one time is inefficient, ill advised and inappropriate.</p> <p>Schamu: The number two on the staggered terms was in relation to seven members, which is the minimum number of members on the committee.</p> <p>Newman: Even in that instance, the bylaws do not say two members out of seven; they say a minimum of two. In fact, the minutes of the previous meeting indicated; If the two were in specified by the bylaws, it ought to be changed; if the two were “at least two”, then there need be no bylaw</p>	

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<p>changes. Offers himself as one of those for the short terms so at least now it's three, and thinks somewhere along the line it needs to be as even as possible so when the rollover comes, it is as close to 50/50 as you can get..</p> <p>Schulze: Asked Committee Members to think about it. There may be some members who have not been able to make it, that would easily be the ones to make the one-year term. Schulze and Schamu will call to see if anyone is ready to go off. The discussion was deferred until the next meeting.</p>	
<p>4. Presentation of DRAFT Citizen's Oversight Committee Annual Report</p>	<p>Damon Schamu, Vice Chancellor Facilities Management</p>
<p>Schulze: The Final Draft of the Annual Report was presented to the Committee to review for other changes – Indicated Report was a draft.</p> <p>Newman: “To insure the consistency of my position I would hope next year that it be presented in draft form and not in color printed form with the word DRAFT stuck to it. I’m deadly serious. This is a report of the committee and it ought to be presented to the committee in draft form.”</p> <p>Schulze: “This is a draft.”</p> <p>Newman: “Ma’am, I’m sorry, no, it is just shy of the final printing, but it is in color format.”</p> <p>Schamu: “It really didn’t cost any more Mr. Newman to do it this way than in black and white.”</p> <p>Newman: “No, but it is physiologically important and that was the same problem I had last year and I made an issue about it last year, and I just don’t see why issues have to be made on it, it is a report of the committee, it ought not to be inhibiting and I’m asking as a matter of personal privilege that the next time it simply come in edit form.”</p> <p>Glaser: “If we just got the text without any formatting and all is that more what you are saying? And then, after we review the text and edit it, then you can put in the pretty pictures and format it and make the graphs? Is that what you are saying?”</p>	

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<p>Newman: “All I want, and it becomes particularly sensitive after last year when the final print was presented to us, is a report of the committee, it is not a report of the chair, and it is not a report of staff. It is a report of the committee. Now, I have no changes in either one of the two. It just is a matter of outward and visible sign of an inward and spiritual grace that this is a draft that ought to be presented to us in draft form. Not with a stamp on it saying “draft.” It’s better than last time, but it still is not. Now, if you choose not to response to my personal request, we go on from there. I’m making the same request I made last time.”</p> <p>Carroll: “We can present it which ever way you like. But, for example, if today the COC wanted to rearrange the whole thing that could all be done within minutes it’s just the way it’s set up on a color display. We can provide it in draft and then format it. I think what people wanted to do was error on the side of this is what it will look like. We can do it any way but I didn’t want you to think that because it is in color that that means anything other than the fact that it is a computerized program with a color printer attached to it. This is just a computer print out like a Xerox.”</p> <p>Schulze: “This is truly a draft. We will take it back and make any changes needed. This is from basic computer software; word perfect, excel.”</p> <p>Fat: Would like to see more cost, or a balance sheet. For example, did the project go under budget? It should show what is going on, even if the exact cost overrun is not defined.</p> <p>Schamu: Report back page refers people to the website. The website shows project data by project, schedules, costs and original estimate. The information is transparent and user friendly.</p> <p>Heiberg: Agrees with Tom Fat. Would like to see more on telling the community how the money they approved is being spent. Wants to reflect where we are with the budget.</p> <p>Schulze: “There is a motion on the floor.”</p> <p>Schamu: “This is an annual report; there is nothing that</p>	

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<p>says it has to go out by a certain date.”</p> <p>Schulze: “Can we have this sent out and have everyone look at it? Is this acceptable?”</p> <p>Stoll: Would like to see the report show where we are with the timeline with start to finish. Also show what is coming next, or the next few items we will be doing at the campuses.</p> <p>Schamu: Feels the website is a better vehicle to advise the public because the website is updated almost daily, if not weekly, so the information is more current, whereas the report is done once a year.</p> <p>Schulze: “Committee has moved and accepted and will be provided a draft of this. If you have any updates and or changes let us know. “ All in favor – One nay and the rest yes.</p> <p>Fat: Question on the last page regarding sustainable construction. “Is the goal is to have all buildings certified? Am I misunderstanding the whole situation of getting LEED certified?”</p> <p>Schamu: Responded that the Board’s policy and District’s goal is to have every building LEED certified. District is working towards being certified at the highest possible level. Each building is reviewed uniquely for the building’s use and that in itself will show if it makes sense to go for a higher level. In some cases District can save operating dollars with many of the elements of LEED certification. District’s goal is to get the highest possible level.</p> <p>Fat: “How many levels do they have?”</p> <p>Schamu: “Platinum, Gold, Silver and basic certifications.”</p> <p>Stoll: Questioned the roll of universal design, which Schamu indicated was accommodated in the planning, but is not mentioned here at all.</p> <p>Schamu: Universal design allows anyone with a disability to be able to access the building. It is not specifically mentioned here, but it is a standard as well.</p>	

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<p>Newman: Thinks discussions like this are critical to the process.</p>	
<p>5. New Miramar College Project V-1, Infrastructure Improvements</p>	<p>Damon Schamu, Vice Chancellor Facilities Management</p>
<p>Schamu: Copy of Board Docket provided for Committee's information. Project specifically resulted from development of the master plan for Miramar College. Have obtained Board approval to add to the Proposition "S" Project List as a design-build project. Also proceeding with extension of the telephone lines as the third phase of the Hourglass Park.</p> <p>Heiberg: Assume District is proceeding under applicable process.</p> <p>Schamu: Intent was always to do this. Now that building locations are defined, the utilities will be in-place and ready when the building is finished. The project qualifies as an energy-saving process, as an extension of the central boiler is more efficient than installing separate heating units in each building.</p> <p>Heiberg: Questions if District selected one firm for the design-build project.</p> <p>Schamu: District followed a competitive process, and selected Chevron much as was done the first time. Not a lot of competition available because not many firms do this type of work.</p> <p>Glaser: Questions if restoration of vernal pools is part of the master plan.</p> <p>Schamu: Master plan includes protection and set-aside of vernal pools.</p> <p>Glaser: Asks is vernal pools are specifically part of this landscaping project.</p> <p>Schamu: Restoration of vernal pools will not be included; they are to remain in their natural condition.</p> <p>Glaser: Talked about the idea of the library providing views of the area which could be somewhat of an interpretive center for the campus to utilize for science</p>	

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<p>class, field studies and biology studies.</p> <p>Schamu: The District will protect the perimeter of the area. The environmental process will dictate what can be done.</p>	
<p>6. Review final design of Continuing Education Project II-5, ECC -Land Acquisition & Relocation of Skills Center</p>	<p>Barton, Christine NTD Stichler Architects</p>
<p>Schamu: Introduces Christine Barton with a presentation on the highlights of the project.</p> <p>Barton: Drawings presented showing the plan for the Skills Center. The project is about 59,000 sq. ft. Existing building to remain intact with minimal disturbance in the neighborhood. No additional parking will be provided for the site. The relocated automotive program consists of smart classrooms, auto upholstery, auto tire repair, auto body shops, graphics department, appliance repair, and an electronic assembly.</p> <p>Presented photograph of a bird’s eye view of the site indicating places that are secure for anyone wanting to take breaks and lunches without any security issues. The ground space around the project will be open to the public.</p> <p>Schamu: Indicated that in the past, the District received complaints that the auto projects were parked on personal properties. New design solves the problem.</p> <p>Barton: Design is industrial type space located ten feet below street level. The noise should be centralized and eliminate the industrial noise problem.</p> <p>Glaser: Questions if all of the autos for the auto work facilities and shop supplies will be kept on the inside of the facility.</p> <p>Schamu: District can not stop students from parking on the street, even though the District provides on-site campus parking. There won’t be any shop vehicle parked on the street.</p> <p>Barton: Design includes exterior parking for all three automotive disciplines.</p>	

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<p>Schamu: Welding Shop will be relocated to the previous auto repair area at ECC, so that area will be converted into expanded welding.</p> <p>Fat: Questioned methods used for budget control during design.</p> <p>Barton: Explained the Architect developed project design according to user needs against the District's target budget. Architect is now at design development stage and is within cost acceptable to the District.</p> <p>Fat: Questioned if design-build process was being used.</p> <p>Schamu: Explained project is a traditional design-bid-build process. Work is in the design phase now.</p> <p>Fat: Questioned if request for proposal was used for selection of the designer.</p> <p>Schamu: District followed a competitive process to pick a designer. Construction invitation-for-bids will be sent to 37 prequalified bidders, and the lowest bid received will be presented to the Board for approval.</p> <p>Fat: Questioned if Architect was going through SDG&E.</p> <p>Schamu: District submits all designs through SDG&E.</p> <p>Schamu: Explained LEED certification following construction involving an independent commissioning agent who documents elements for LEED certification. The commissioning agent confirms that so everything is properly completed before the user moves in. This is a cycle of use to ensure the facilities and equipment work properly, and only then you do you get your LEED certification.</p>	
<p>7. Review final design of Continuing Education Project III-1, West City Center / Point Loma Campus</p>	<p>Gregory Roberson, Architect, Robbins Jorgensen Christopher Architects</p>
<p>Roberson: This is a new replacement campus building on the south end parking lot. After campus moves into this</p>	

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<p>area, work can be completed on the parking area.</p> <p>Schamu: The District is planning ground leases for income for all these new buildings which will generate substantial dollars for the District.</p> <p>Roberson: This is a LEED certified project. The intent is to save energy and to save resources as we are building the project. Materials that we are using have a certain amount of recycled content; carpeting, ceiling tile, doors and windows. Also looking into the cost of using local supply companies, instead of trucking supplies to the site. Our site plan is striving to use permeable type of pavements which would eliminate a storm drain system and allow us to let the ground water percolate back into the soil.</p> <p>The next page shows the floor plan, with the large open lobby that has a staircase leading up to the second floor. This is trying to create a gathering area for students. There is also a multi purpose room aimed for adult exercise classes, art classes or performing arts. Below this area is a culinary arts kitchen set up to run classes for both culinary arts and also adult home cooking type classes to help people in the community learn how to cook and work on other types of meals. Across the hallway is a parenting area. This is an area that will have an outside play area for parents that have young children.</p> <p>The next page shows an upstairs area for Business Information Technology. The focus on this design is to make this building as flexible as possible. Across the lobby there is a Business Information Technology program that actually installs computers. Below they do print and jewelry making and a variety of equipment that supports those programs.</p> <p>All the classrooms on the second floor have skylights that allow for use of natural light.</p> <p>Fat: Questioned what type of materials will be used.</p> <p>Roberson: Plans to use a type of material that is like stucco, concrete block and recycled blocks, and carpeting with 50% post consumer content.</p>	

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<p>Fat: Questioned if this will be an adult education facility.</p> <p>Schulze: Yes, located by Sharp hospital.</p> <p>Fat: The culinary site, do they want to do this for personal things or for working in?</p> <p>Roberson: District is aiming for both commercial and personal culinary training.</p> <p>Carroll: Culinary is one of the fastest growing professions in this area from short order to executive chef.</p> <p>Roberson: Architect completed a preliminary cost estimate based on an existing facility that was very similar to this design. That provided a fairly good indication of the current bid environment. Subsequently, Architect has completed 75% construction documents and has retained a professional estimator to provide an overall bid estimate on the project.</p> <p>Glaser: Question regarding the walkways.</p> <p>Roberson: Investigating the use of permeable concrete which will allow the water to go through the concrete and enter the soils. In this area the soils have a very good percolation rate and will support that type of system. The surface is a concrete structure with more void space, but still has the necessary hard surface.</p> <p>Glaser: Questioned cost compared to regular asphalt.</p> <p>Roberson: There is a premium for cost, but the car park will be asphalt and only the driveways will be concrete.</p>	
<p>8. Open Forum</p>	
<p>No issues.</p>	
<p>9. Adjournment</p>	
<p>Schulze: Adjourned the meeting at 5:39 P.M.</p>	