



MEASURE D CITIZEN'S OVERSIGHT COMMITTEE

August 7, 2007

Minutes

The meeting of the Measure D Citizen's Oversight Committee was held at, 6500 Soquel Drive, room 804A, Aptos, CA on Tuesday, August 7, 2007.

Present: Tila Guerrero, Kris Reyes, Lou Tuosto

Absent: Rodney Brooks, Harriet Duzet, Bob Peterson, Mike Siegel

Guests: Ryan Kaplan, Mary Planding

Cabrillo College staff members in attendance: Paul Anderson, Pegi Ard, Rob Ingram, Brian King

Kris called the meeting to order at 10:00 am.

I. Introductions:

The committee members introduced themselves.

II. Agenda Modifications

The agenda was approved unanimously.

III. Approval of Minutes of May 8, 2007:

The minutes of May 8, 2007 were deferred due to a lack of quorum.

IV. Oral communications: Kris asked if there were any comments from members of the public.

There were none.

V. 2006-07 Draft Annual Report:

A draft of the annual report was sent to the committee electronically and hard copies were distributed at the meeting. The text is updated and the numbers will be in place before the September 10th Board meeting. No format revisions were suggested by committee members. Kris requested members to submit any suggestions to staff.

VI. Project Status Update—Paul Anderson, Rob Ingram

Pegi distributed the FMP Board report and a handout from the Facilities Development Office staff.

- The Student Activities Center (SAC): The SAC project is in its final stages. Furniture is being installed, carpet and lighting is finished; handrails are going in and some concrete is being reworked. The goal to partially open up site in the next few weeks as students return. The Bookstore finishes and fixtures are complete and they will relocate in October after the student rush. The elevators are in progress; one is complete, one is half complete. Ryan

asked whether the furniture for Student Senate offices has been received. Rob replied that yes, it is received and is being installed. A Grand Opening will be held in late 2007 or early 2008.

- Arts Education Complex

Rob explained that a great group of contractors is working on the Arts Education Complex. Pavement site work between the 1300 and 1400 buildings is currently in progress. The roof is on the 2D art building and the 3D art is getting framed well. These two buildings should be complete for fall 2008, and the theater and music hall will be completed in 2009. OSHA gets involved when construction is over 60 feet in height. OSHA has some requirements that are contractually the obligation of the contractor. The concrete contractor is responsible for meeting OSHA requirements, then the steel contractor will be responsible for meeting them. Since we are using prime contractors, not one general contractor, staff is engaging in dialogue with OSHA as to how to meet the requirements.

Lou asked if OSHA has their own inspectors. Yes. Inspectors hired by the college are responsible for project work meeting proposed specifications and code requirement, but if they see a safety issue, they will bring it to the attention of staff. The college has also retained Safework, who issues reports on all safety items. Staff reviews recommendations and passes them on to Bogard + Kitchell and to the contractors. Lou noted that he anticipates that the contractors are up on safety requirements because that could reduce their worker's comp liability. Rob agreed that yes, the contractors have safety requirements for each other. For example, workers must pass a safety test before they can use the scaffolding. Tila noted that documentation is very important. Lou asked about the safety record. Rob replied that only one day has been lost. Ryan asked about green space in the open areas of AEC. Rob replied that there will be a lot of lawn space and other open space. McGuire Hester is the subcontractor. Lou asked about public accessibility of the theater and music hall, which look like some of the best venues in the Bay Area. Yes, the community has access; there is a process to request use of college facilities through staff with nominal fees. Lou suggested increasing marketing to make the public aware that this venue is available at minimal cost. Tila noted that the Watsonville Mello Center and Pajaro Performing Arts Association has similar opportunities for public access to such venues. Pegi noted that the expectation is that when these facilities are opened at Cabrillo, the Summer Art Institute Program will expand.

- The Allied Health Parking

Staff is completing punch list items. State inspection of the elevator is expected in the next two weeks. All other safety issues will be resolved by this week. There has been a soft opening this summer but it will be fully opened for fall 2007.

- Allied Health Buildings: Site work started for the 2 buildings and has been in full swing. The road will be removed and a temporary bypass road will go in front of lot Q to Lot J. The ditches will be removed and new drains installed. Plans have been submitted to DSA and hope to get those out to bid in spring to begin construction. Concentrating on the site and have little impact on school. Bids came in for site work based on estimates, hoping for the same alignment with the buildings. Lou asked about construction costs. Pegi replied that costs have somewhat stabilized. Paul noted that funds have become available to schools

since the last election and there will be more competition for contractors with Gavilan and Monterey Peninsula College starting new projects. Cabrillo is about 9 months ahead of other colleges with construction documents in place. Staff anticipates that we can secure a good contractor before competition starts.

- Watsonville Library Acquisition: Staff has reached agreement on the terms of the purchase and are now in the due diligence period. There is a PG&E easement which requires some attention and the property is located in the redevelopment zone. A lawyer is looking at all the documents to ensure there are no restrictions for instructional programs. Lou asked if any problems are anticipated. No.
- Scotts Valley: Staff is researching leasing more parking at Pinnacle Pass. There is a road that connects to the sites for safe pedestrian access. Lou asked if classes are filled to capacity. Yes, parking is the main restrictions for day classes.
- Secondary Effects: An RFP was released to hire a space planner to facilitate space reallocation, looking at adjacencies, program growth, etc. Kris asked whether Measure D funds can be used for this process. Yes. Tila asked who participates in the process. A subcommittee from Facilities Planning and Advisory Committee has been formed to select a space planner. Brian added that everyone is involved in the process. Lou asked about the opportunities for expansion of the RN and Dental Hygiene programs. Brian noted that the biggest constraint is not space but with internship spaces. The program was expanded by 50% in the last two years. Biology and chemistry prerequisite classes may expand offerings to help more students get into the programs.
- Draft Grand Jury report: Brian thanked those who met with the Grand Jury. Kris asked when the response is due (October 1). The draft response was emailed to the Citizens' Oversight Committee members yesterday; it will also be presented to the Board Facilities Committee on August 27, then submitted to the Board in September prior to submission to the Grand Jury by October 1. If we agree on the content of the 7 findings, the response to the recommendations will be easily derived. Pegi checked with David Casnocha, our legal counsel, that the committee is not responsible for the response. Kris suggested the committee email comments to Tatiana. Lou asked who is the point of contact, Brian or Pegi. Pegi noted that either she or Brian, whoever is available, but media often contact Mary Planding, Director of Marketing.
- Committee membership status: Brian distributed a certificate to Tila for her service on the committee. Tila expressed her gratitude and said she may attend as a member of the public. Kris suggested keeping former members on the email distribution list for tours, etc. Diane Craddock is the recommendation for the college support organization member. Bud Winslow is the recommendation for the senior citizen membership. The Student Senate will meet in fall to recommend student.

The next meeting will be Tuesday, October 2, 2007 at 10:00 a.m. in the Student Activities Center.

The meeting was adjourned by Kris Reyes at 10:57 a.m.