The meeting of the Measure D Citizens’ Oversight Committee was held at, 6500 Soquel Drive, room 804, Aptos, CA on Thursday, April 28, 2011 at 9:00 am.

Present: Michael Bethke, Kathy Blackwood, Diane Craddock, John Fry

Staff: Paul Anderson, Brian King, Victoria Lewis, Joe Nugent

Absent: Bob Dills, Leigh Ann Lively, Bud Winslow

Michael called the meeting to order at 9:07.

I. Agenda Modifications: None.

III. Comments from the Public: None.

IV. Minutes:
The minutes of December 2, 2010 were approved (Blackwood/Fry).
  - Page 3, GTC, 3rd sentence correction: “ . . . staff value engineered out elements of the project that are not related to LEED platinum,”
  - Suggestion: note “approved minutes” with date and initials in the footer.

V. 2009-10 Annual Report:
The annual report was presented to the board in March. The board thanked the committee and staff for all of the hard work to put together the report.

VI. 2009-10 Audit
Hard copies of the 2009-10 Audit were distributed to the committee. The audit was presented to the Board at the March 7, 2011 meeting.

VII. Bylaws:
Revisions to the bylaws by counsel were presented to the committee for consideration.
John asked what is the purpose of making these changes to the bylaws. The accumulation of small revisions over several years was advised by Bond legal counsel. The committee approved the suggested bylaws revisions. (Blackwood/Craddock)

VIII. Project Status Updates:

Building 300 remodel: The building is completed and occupied. Permanent room signs remain to be installed. There is additional ADA parking in Lots A&B. Additional instructional equipment for the building has been ordered. Once closed out by DSA, any funds remaining on this project revert to the bond for other projects.

Allied Health: The sidewalk in front of dental clinic was to include an ADA ramp as an optional “add alternate.” We chose not to include the ramp. The dip in the sidewalk would have been the landing for the ADA ramp; it is being repaired ($6,000). John asked if it was a design flaw. The concrete was installed as designed and has now been redesigned due to prior conditions not addressed during the original design. The stair railing is completed and the project has been submitted to DSA for closeout. Cabrillo has 12 projects in DSA waiting for closeout.

Green Technology Center (GTC)
The building is coming out of the ground: Building A, the classroom, is framed and is moving along quickly. The structural steel is up in Building B, the shop building. The project is two weeks behind at this point. The contractor hopes to make up the time in the next five months. The shop building will be heated thermally and includes a “Big Ass Fan” in the classroom. Completion is anticipated in December, 2011 and classes are scheduled for 2012. Staff noted the contractor, Dilbeck, out of Salinas, is impressive and easy to work with. Michael Bethke requested a tour of the GTC. Paul will arrange a tour for the committee.

Brian noted that Cabrillo is investigating opportunities to lease the old Post office building in Watsonville once the GTC project is complete. He is also pursuing an opportunity to lease the Scotts Valley space to bring in revenue.

Arts Education Complex:
Mediation on this project is in the final stages. Staff will report out at the next meeting. John asked about the format of the financial reports. Victoria replied that staff is anticipating changing the format of the report in July.

Action items:
The following items will be distributed to the committee prior to the next meeting:

1. Staff will organize a tour of the Green Technology Center before the end of June.

VI. Next meeting: Thursday, September 22, 2011 at 9:00 am.

The meeting adjourned at 9:53 am.