The meeting of the Measure D Citizen’s Oversight Committee was held at, 6500 Soquel Drive, room 804, Aptos, CA on Thursday, July 22, 2010 at 10:00 am.

Present: Michael Bethke, Diane Craddock, John Fry, Bob Petersen, Bob Dills, Bud Winslow

Absent: Jeff Vella

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

Bob Petersen called the meeting to order at 10:05.

I. **Introductions:** None.

II. **Agenda Modifications:** None.

III. **Comments from the Public:** None.

IV. **Minutes:**
The minutes of April 22, 2010 were approved (Winslow/Bethke) with one clarification: add “When the second mediation is completed and, on the advice of counsel, appropriate info on settlements will be disclosed.”

V. **2009-10 Annual Report and 2009-10 Bond Audit Timeline:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>October 2010</td>
<td>Bond audit completed</td>
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<tr>
<td>November 2010</td>
<td>Draft annual report distributed to the committee for review</td>
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<tr>
<td>January 2011</td>
<td>Annual report submitted to Governing Board</td>
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VI. **Project Status Updates:**
Doug reviewed the June Facilities Master Plan report summarizing the Measure D funded projects. The semi-annual report will go to the Board in September. John asked to clarify where change orders appear in the chart on page 1 of the report. Anticipated future expenses should also include change orders. Staff replied that change orders fall under Changes under review—the “pending/under review” category is subject to change. “Anticipated/future expenses” are real anticipated expenses. Both categories are unencumbered.
Allied Health Classrooms
Allied Health classrooms are open for summer classes and it is anticipated the entire complex will be open for fall 2010. Staff is working through the final punch list items. Brian asked the committee which date would be better for the grand opening, Friday September 24th or Saturday September 25th. The committee recommended September 25th. Receipt of state funds for the fitness equipment will be released upon the state budget passing. Anticipated future expenses will be reduced, and currently the project is estimated to come in $1.5 million under budget. Bob Dills asked about the staff success resolving punch list items on the Allied Health project. Staff replied that there are 1300 punch list items; half are completed, some will not get done. Of the numerous open punch list items, only approximately 10 of them are of significant dollar value. For some punch list items, the fix would be worse than accepting it as is. It is anticipated that the stair rail and carpet repair will be completed in the fall. John asked if there is a progress check on the punch list items so that they don’t drag out until the end. Staff replied that yes, they do. During construction, staff walked the building once a month and rejected several items long ago. A preliminary punch list was provided in March 2010. John asked staff to report back to the committee on how the college can be more effectively make the contractors and architects more responsible for design and schedule related issues.

Scotts Valley Center
The Scotts Valley Center appears to serve the needs of the community in that area. Until claims are resolved, no further work will be done in this area. Bob Dills noted that if Measure D funds are reserved for Scotts Valley, that should appear in the allocation schedule. It was clarified that Scotts Valley is 100% Measure C funds, not Measure D.

Secondary Effects in Space Planning
Renovation of Building 300 is anticipated to be completed in November with 10 classrooms and 2 assembly rooms. The bid was under budget, and the project is expected to come in within budget. Classes are being scheduled in the building for spring semester 2011.

Green Technology Center
Paul reviewed a presentation on the Green Technology Center in Watsonville, the first federally funded LEED platinum project in Santa Cruz County. Michael noted that the taxpayer groups have concerns about this project and he has tried to explain that it is a good thing. It was suggested that it should be made clear to the public that 20% of the overall budget is from the EDA, not from Measure D bond funds, and that operational energy costs are anticipated to be lower. It was requested that District staff provide a cost estimate of going from a plain building to LEED. It was also noted that there is a benefit to moving from theoretical concepts to actually applying and implementing them in this building to teach future workers in the energy management field. One of the primary purposes of this building is to demonstrate green building alternatives through example. Committee members encouraged staff to develop marketing materials and publicize this project. Chuck Mornard, Cabrillo faculty, is putting together a marketing package.
Litigation update
The Student Activities Center claim was settled. Information about the settlement will be disclosed upon advice of counsel when appropriate. Classroom renovation projects will proceed when claims are settled. Staff discussed that one lesson learned is that the multiple prime method has not worked well and that it is preferable to go with a general contractor. It was noted that as a state we are behind; the 3 Dimensional Building Information Modeling (BIM) model that has changed the whole approach to designing projects. It was noted that the District should learn from prior experiences and spend more effort on the front end of the planning process ensuring that the project managers are properly aligned with the design team for what the end user wants. Design teams need front end guidance to avoid downstream problems.

VI. Next meeting: September 30 at 10:00 am. The meeting adjourned at 11:18 am.