

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**  
**Bond Oversight Committee Minutes**  
**September 24, 2008 - 3:30 p.m.**  
**District Office Board Room**

Members Present: Committee Chair Jim Wyatt, Vice Chair Marion McDowell, Marta Bookbinder, Dr. Patrick Cheng, Gita Dev, Stanley Gross, Ruth Nagler

Members Absent: Linda Asbury, Chris Eden, Rose Jacobs Gibson, Bill Nack

District Staff Present: Kathy Blackwood, Barbara Christensen, Jim Keller, José Nuñez

**Call to Order**

Committee Chair Jim Wyatt called the meeting to order at 3:35 p.m.

**Approval of Minutes from Meeting of May 19, 2008**

It was moved by Marion McDowell and seconded by Stanley Gross to approve the minutes as written. The motion passed, all members voting “Aye”.

**Review of Cumulative Report on Expenditures through June 30, 2008 for Measure A and Measure C**

Chief Financial Officer Kathy Blackwood reported that Measure C projects are being completed and the interest is being spent. Measure A has almost \$200 million committed through June 30, 2008.

Patrick Cheng inquired about the property acquisition of Pacific Heights. Barbara Christensen replied that approximately five years ago, 22 acres at Skyline College were sold to a home developer and the district purchased the vacant Pacific Heights School because it was better situated for Skyline’s future growth. This was not bond funded.

Patrick Cheng then asked when Measure C funds have been exhausted, does the committee make an official statement. Barbara Christensen replied that there is nothing in the law that addresses this, but it will be reported in the annual report to the community which is adopted by February 1<sup>st</sup>. This report is also sent to the press.

Kathy Blackwood mentioned that the auditors will be here for the next two weeks. They will be auditing both the district and bond funds. These audit results will be brought forward at a future meeting.

**Discussion of Loss of State Capital Outlay Funds**

Vice Chancellor José Nuñez explained, because an education bond was not on the November ballot, six State Capital Outlay Projects, which were previous approved for FY08-09 and FY09-10, were cancelled. They include Canada’s Fitness Center Conversion and Multiple Program Instructional Center; College of San Mateo’s Media Center and Emerging Technologies Center; and Skyline’s Phase 3 Instructional/Admin Resource Center and Phase 4 Performing Arts Modernization. These projects total \$53.2 million dollars.

The Construction Planning department is reworking the projects to resubmit for a potential 2010 State Capital Outlay Bond. Meetings are taking place with the Chancellor, College Presidents and their Executive Staff to determine which projects are critical and should be funded with local funds instead of state funds. Director Barbara Christensen added that, in previous years when bonds failed, the State Chancellor's office didn't scrap the projects. They would stay in line and be put on the ballot the next year. This time, the State scrapped all projects and is requiring each community college district to re-submit projects and compete again for future funding..

### **Review of Status of CSM and Skyline Design/Build Projects and Cañada Design Assist**

Vice Chancellor José Nuñez reviewed the copy of the Capital Improvement Program status report. Highlights are as follows:

#### **Cañada College**

- Projects are on schedule in all different milestones
- Arrival Zones 1, 2, 3 are 75% complete. Work Zones 4, 5, 6 are just beginning.
- Parking Lots 1 and 6 overlay work substantially complete.
- Parking Lot 1 and 2 stairs are complete and lighting in Parking Lot 2 is in progress.
- Secondary Entry work is about 50% substantially complete.

Director Barbara Christensen mentioned that the Arts & Olive Festival will be held on Sunday, October 5 at Canada College.

#### **College of San Mateo**

- *Building 5N Allied Health & Wellness Building:* Demolition of buildings 5 and 6 is completed. Building pad preparation is in progress. Construction documents have been submitted to DSA for approval, October 2008. Groundbreaking will be held November 2008.
- *Building 10N Administration and Student Center:* Construction documents have been submitted to DSA for review. Demolition of buildings 10 and 11 is scheduled for February 2009. Building pad preparation and construction to begin after demolition.
- *Sitework Improvements:* Fine Arts Courtyard work in progress. Sitework phase 1 demolition in progress. Sitework phase 1 and 2 construction documents submitted to DSA for review.
- *Infrastructure Improvements:* Campus Electrical Distribution System upgrade to be completed during Winter Break 2008. Central Chiller Plant design in progress.

#### **Skyline College**

- *Building 4N Cosmetology, Administration and Wellness:* Construction drawings are being prepared for submittal to DSA. Three increments will be submitted to facilitate review and construction start.
- *Building 11N Auto Transmission:* Several options in site location and scope were analyzed for best value. Design-build team will begin development of selected design in October 2008. Submittal to DSA, January 2009. Construction starts, Summer 2009.
- *Sitework Improvements:* Campus Electrical Distribution System and Boiler upgrade design in progress. Submittal to DSA is expected in December 2008. Construction starts in Summer 2009.

### **Committee Members' Comments/Request for Future Agenda Items**

Marta Bookbinder told the group that she has a request from a student. The student would like to see safety reflector lights placed in the islands at the entrance to Skyline College, as it is difficult to see in the fog. Jose Nuñez will discuss this issue with the design team and agreed that this was an excellent idea.

Director Barbara Christensen brought to the attention of the committee that Chris Eden has missed the last three meetings and may need to be replaced based on the committee rules and regulations. She will contact the Student Council about replacing the student representative.

### **Public Comments**

Mr. McDowell asked what effect the economy has had on the construction projects. Director Barbara Christensen responded that funding is a problem nationwide. For example, she noted that in the previous week, there were only two municipal financings in the nation, when in a normal week, there would be hundreds. She also commented that the decision to issue the District's bonds in two rather than three increments appears to have been an excellent idea, because it secured the funding at a very low rate.

Ruth Nagler asked if the state budget compromise will affect the bond projects. Kathy Blackwood responded that, other than the cancellation of the education bond that Jose Nunez discussed, she could see no other effect. Assuming the budget for the State Chancellor's office is cut \$500,000, it is possible that the budget for the State Architect's Office may also be cut, which could slow down permits for construction. In terms of the general fund budget, community colleges fared pretty well compared to CSUs and UCs.

### **Schedule for Next Meeting**

Barbara Christensen will schedule the next meeting in November, after checking with Bond Oversight committee members on their availability.

### **Adjournment**

The meeting was adjourned at 4:40 pm.