



## **COLLEGE OF THE SISKIYOU'S CITIZENS' BOND OVERSIGHT COMMITTEE**

### **MINUTES Monday, August 25, 2008 2:00 p.m. – 4:00 p.m. Yreka Campus, Room 1**

- Item 1. Call to Order and Attendance  
James Wrobel, Chair  
Earl Wilson, City Administrator  
Norman Shaskey, CPA  
Barbara Dillmann, Retired Educator  
Allison Leal, Director, Senior Citizens  
Rex Cozzalio, Foundation Board  
Barry Ohlund, Business Owner  
Margaret Dean, Business Owner  
Connie Marmet, Retired Businesswoman  
Rand Roselli, Foundation Board  
Robert Rice, Board of Trustees

Absent:

Peggy A. Moore, Interim Superintendent/President  
Robert McCrillis, Financial Consultant

Also Present:

Steve Crow, Vice President, Administrative and Information Services  
Kent Gross, Controller  
Mark Healy, Director, Maintenance & Operations  
Dan Prideaux, Program Manager, Parsons/3DI  
Rose Applewhite, Recording Secretary

- Item 2. Announcement of Open Forum Procedures  
There were no open forum items presented.

- Item 3. Introduction of New Members  
Brief introductions were given to acknowledge the addition of four (4) new members to serve on the Citizens' Bond Oversight Committee, as approved by the Board of Trustees at its August 5, 2008 meeting. The new committee members are: Rex Cozzalio, Margaret Dean, Barry Ohlund, and Connie Marmet.

### **REPORTS/NO ACTION**

- Item 4. Progress Report  
A conversation regarding the use of local contractors evolved. Dan stated that local labor used by an individual contractor is unknown. The Electrical, Plumbing, and Excavation are being done by a local contractor. LEED certification points are given if building materials

come from within a 500 mile radius. Parsons does not want to limit the competition by restricting its bid process to local contractors.

Dan Prideaux provided the following summary of progress being made on various projects:

- **Emergency Services Training Center**
  - Framing has been completed and is awaiting delivery of the roof truss assemblies. Rough plumbing and electrical have been extended into the walls.
  - LEED Certification is on track and the contractor and his subcontractors have been submitting the required submittal reports.
- **Emergency Services Training Center Well Water Service Upgrade**
  - The Well Tie-in & Control System contract documents have been completed.
  - Trenching and pipe installation is on schedule.
  - This contract is not planned to be completed until October.
- **Rural Health Science Institute**
  - The contractor has been notified that the road and detention basin will be removed from his scope. This action was necessary to stop any delay claims and has placed the focus of the construction on the building.
  - The contractor is completing estimates for the design changes required by the DSA.
  - The contractor has made good progress on the footings and the retaining walls and the NTP (Notice to Proceed) has been given for the building phase of the project.
  - LEED Certification is on track and the contractor and his subcontractors have been submitting the required submittal reports.
  - Meetings with the City of Yreka are ongoing regarding the extension of the storm drain system and the underground detention system.
- **Yreka Campus Center**
  - The Design Team has begun design development.
  - The planned schedule is for the design to be completed and submitted to the DSA so the work can be completed during the summer 2009.
- **Site Work for Various Projects**
  - Paving and concrete walkways around the Maintenance Building have been completed.
- **Temporary Classrooms/Maintenance Building Project**
  - The building modules have been hooked up to utilities.
  - Technology for the classrooms should be completed by the middle of the month.
  - The parking lot contractor has been awarded a Change Order to install the walkways and exterior lighting to the maintenance building temporary classrooms.
  - This will be open for fall 2008; Greenshields Hall will be taken out of service as soon as classes are relocated.
- **Tactical Training Center**
  - Only minor punch list items remain to be cleared prior to contract close-out.
  - This work is being coordinated with the surprisingly full schedule of use.
  - It is expected that final closeout of this contract will be in Mid August.
- **Parking Lot & Road Rehabilitation Paving Project:**
  - The paving has been installed on both the north and west parking lots.
  - A security fence has been removed between the work site and the main campus.
  - The contractor has maintained vehicle access to the campus from one of the access points on College Avenue for the duration of the project. This is necessary because

the City of Weed has been renovating Siskiyou Way for the entire duration of our project.

- Relocation of the Basket Ball Court to the Park has been revised to avoid costly revision to the water drainage plan in the area and the first court will be installed this month near the Lodges behind the IT Building.

➤ **Technology Infrastructure (part of the Technology Upgrades and new building projects)**

- The contractor will have the data feed to the new Maintenance building by August 8<sup>th</sup>, in time to finalize the classroom technology installation.
- The contract completion is due by the end of August.

➤ **Ford Theater Landscaping**

- The Design for the landscaping in front of the Ford Theater was not part of the Parking lot paving project.
- A Landscape Architect was commissioned to develop a landscape plan for the area.
- We hope to solicit bids as soon as possible and begin work in early September.

## **ACTION ITEMS**

### Consent Agenda

- Item 5. Reading of the Minutes – attached  
It was moved and seconded (Shaskey/Roselli) to approve the minutes of the 6<sup>th</sup> meeting, a regular meeting, held on Monday, May 12, 2008, of the Citizens' Bond Oversight Committee. The motion carried with the following vote: 11 ayes, 0 noes, 2 absent.
- Item 6. Summary of Bond Projects  
It was moved and seconded (Wilson/Cozzalio) to approve the statement showing a summary of revenue and expenditures for bond projects as presented by Kent Gross, Controller. The motion carried with the following vote: 11 ayes, 0 noes, 2 absent.

## **REGULAR AGENDA**

- Item 7. Date and Location for Next Committee Meeting  
The next meeting of the Citizens' Bond Oversight Committee will be held on Monday, November 17, 2008, from 2 to 4 p.m. on the Weed Campus.
- Item 8. Other
- ✓ Time to begin work on the next Annual Report
  - ✓ Projected outcome measures should be listed in local newspapers
  - ✓ Dan Prideaux to provide new schedule of projected completion dates at next meeting
- Item 9. Adjournment  
There being no further business to come before the Board, President Wrobel declared the meeting adjourned at 3:25 p.m.