



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

## Minutes

**Monday, November 17, 2008**

**2:00 p.m. – 4:00 p.m.**

**DLC1 - Weed Campus**

- Item 1. Call to Order and Attendance  
James Wrobel, Chair  
Earl Wilson, City Administrator  
Norman Shaskey, CPA  
Barbara Dillmann, Retired Educator  
Barry Ohlund, Business Owner  
Margaret Dean, Business Owner  
Rand Roselli, Foundation Board  
Robert Rice, Board of Trustees  
Randy Lawrence, Superintendent/President

Absent:

Robert McCrillis, Financial Consultant  
Allison Leal, Director, Senior Citizens  
Rex Cozzalio, Foundation Board  
Connie Marmet, Retired Businesswoman

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. Welcome / Introductions  
Newly hired Superintendent/President, Randall C. Lawrence, was introduced and welcomed to College of the Siskiyous. Mr. Lawrence began his duties as Superintendent/President on October 1.

## **REPORTS/NO ACTION**

- Item 4. **Progress Report**
- **Update on Master Schedule/Master Budget:**  
A review of the master schedule/budget was discussed. Committee members were given an update on the status of individual projects and how Measure A funds have been spent to date.

- **Review of Bond Projects in Progress:**  
Dan Prideaux, Program Manager, Parsons 3/DI provided a progress report for work completed on the following projects:
- **Emergency Services Training Center:**
  - ✓ A walk thru has been scheduled as the roof dry in is complete and metal roofing is proceeding as fast as practical
  - ✓ Interior finishes are being installed
- **Emergency Services Training Center Well Water Service Update:**
  - ✓ Completed in October but a few punch list items remaining - Will be open for classes by January 2009
  - ✓ Will be using geothermal technology
  - ✓ Green building – heat comes thru the floor
- **Rural Health Science Institute:**
  - ✓ Site work is nearing completion; required Storm Water Pollution Prevention materials have been installed.
  - ✓ LEED Certification is on track
  - ✓ On tack for executing property transfer
  - ✓ Parking lot to be started in April
- **Process Technology Building Renovation (Yreka Campus Center):**
  - ✓ Project pushed back until 3<sup>rd</sup> Bond issuance
  - ✓ Originally budget at \$580,000
  - ✓ Scope of project has increased considerably – Est. @ approx. \$1.2/M
- **Technology Infrastructure Up-Grade:**
  - ✓ This project has been closed out.
- **Temporary Classrooms/Maintenance Building Project:**
  - ✓ Project has been completed
- **Tactical Training Center:**
  - ✓ This project has been closed out.
  - ✓ DSA approved in early October.
- **Parking Lot & Road Rehabilitation Paving Project**
  - ✓ Stripping will be installed in November near the ESTC building
  - ✓ Contractor completing punch list items and a revised walkway in front of the Lodges.
  - ✓ Currently holding approximately \$6,000 pending completion of punch list items
- **Campus Enhancements (Kiosk and Signage)**
  - ✓ Sufficient funds can be made available to continue with design work for this project. An accurate cost to be estimated to determine when this effort can be completed or scheduled.

## **ACTION ITEMS**

### Consent Agenda

- Item 5. Reading of the Minutes – attached  
It was moved and seconded (Shaskey/Wilson) to approve the minutes of the 7<sup>th</sup> meeting, a regular meeting, held on Monday, August 25, 2008, of the Citizens' Bond Oversight Committee. The motion carried with the following vote: 8 ayes, 0 noes, 4 absent.

Item 6. Summary of Bond Projects

Kent Gross reviewed a statement showing a summary of revenue and expenditures for specific bond projects. Kent apologized for the percentage error in the total expenditures. The error was due to a formula which calculated expenditures beyond the proceeds for the first bond sale.

The efforts to renovate the Science building were suspended when we began having meetings with the Chancellor's Office to build a new building. It is much more cost effective for the Chancellor's Office to build a new building than it is to renovate the old one. This project will not be under the scope of the Citizens' Bond Oversight Committee.

Steve Crow reported that Mark Healy and Dan Prideaux have kept us on track with regards to project management and monitoring daily projects.

It was moved and seconded (Ohlund/Dillmann) to approve the summary of revenue and expenditures. The motion carried with the following vote: 8 ayes, 0 noes, 4 absent.

### **REGULAR AGENDA**

Item 7. Date and Location for Next Committee Meeting

The next meeting will be held on:

**Monday, February 23, 2009**  
**2:00 p.m. – 4:00 p.m.**  
**Board Room – Weed Campus**

It was moved and seconded (Wilson/Lawrence) to accept the date for the next meeting. The motion carried with the following vote: 8 ayes, 0 noes, 4 absent.

Item 8. Other

✓ \$6.4/M required for 3<sup>rd</sup> bond issuance

Item 9. Adjournment

The meeting was adjourned at 3:25 p.m.