## GLENDALE COMMUNITY COLLEGE DISTRICT MEASURE G BOND OVERSIGHT COMMITTEE

SC 212 March 1, 2010 4:30 p.m.

## **AGENDA**

- 1. Review of Minutes of October 5, 2009
- 2. Board of Trustee-Monthly Measure G Status Report
- 3. Review Of "Independent Auditors Report-General Obligation Bond" of June 30, 2009
- 4. Review of On-going Projects-Status
  - a. Garfield Expansion
  - b. Lab/Student Services Bldg.
    - 1. Los Robles Building
    - 2. Cafeteria Remodel for Culinary Arts Program
- 5. Current Committee Membership Information
  - a. Need to fill vacancies
- 6. Proposed Next Meeting Date August 2, 2010

## Administrative Services

**Glendale Community College District** 

**Date:** March 8, 2010

To: Measure G Bond Oversight Committee

From: William F. Taylor- Facility Consultant

**Subject:** March 1, 2010 Meeting Minutes

ATTENDING: Zaven Kazazian, Don Empey, William Shad, Apala, Marc Stridivant, Todd Hunt

Staff: Ron Nakasone, Bill Taylor

Meeting Called to order by Chairman Kazazian at 4:35 pm

1. Minutes of Meeting of June 1, 2009 (which were carried forward from October 5, 2009 meeting due to lack of a Quorum) were reviewed. No Corrections

**MSC** 

Minutes of Meeting of October 5, 2009 were reviewed. No Corrections MSC

- 2. Mr. Taylor reviewed the GO Bond Financial Status Report reflecting activity thru January 31, 2010. Copy of the same report provided to Glendale College Board of Trustees on .February 22, 2010. General committee discussion regarding Project scheduling followed. It was noted that the wrong "GO Bond Financial Status Report" was provided to the committee. Mr. Taylor was requested to email each of the committee members with the corrected report ASAP. No Action Taken.
- 3. Ron Nakasone presented the "Independent Auditors Report", and went step by step through the "Financial Statements", "Internal Control Reporting"," "Agreed –Upon Procedures" sections of the audit and clarified any comments may the committee. The audit found NO acceptation to the Measure G accounting procedures. Accepted for information by committee.
- 4. Mr. Taylor gave a full update on the Garfield Expansion Project (as part of the Measure G Status Report). Current schedule was discussed with the committee. **Garfield**-Work on (phase I) has been completed. Demolition of Garfield Bungalows was also complete. Excavation and recompaction of soil is continuing but being delayed by recent rains. Critical item is deliver y of Steel now scheduled for April 20, 2010.

The new Building plans have been approved by DSA in December 2009.

**Lab/Student Service/Classroom**- DSA submittal of plans 0n February 25, 2010. College still needs to rely on successful approval of November 20010 State Capital Outlay Bond for construction funding. Mr. Taylor mentioned the contact by the State Chancellor's office

inquiring about timing of the project and possibility of obtaining Federal "Stimulus" funds after the beginning of next Federal fiscal year.

- a. Mr. Taylor updated the committee that the College was proceeding with a minor Cafeteria remodel in anticipation of the need to demolish the current Culinary Arts "Los Robles" Building. Remodel should be completed by end of summer 2010 if possible.
- b. Mr. Nakasone reviewed the status of the Technology project and its expenditure forecast for the remaining fiscal year.
  - 5. Mr. Taylor announced that three current members for the committee will "term out" this fiscal year and whished to THANK Zevan Kazazian, Gary Kemper and Marc Stirdivant for their two term participation on the committee. Mr. Taylor again requested current members of the committee to submit potential new member name to Mr. Nakasone for an invitation to be appointed to the committee. Note: The remaining membership with "term out" as follows:

William Schad	6/2011
Amirian Bobken	6/2011
Donald Empey	6/2011
Vic Hovsepain	6/2011
Kirk Bell	6/2012
Todd Hunt	6/2012
Apala Parikh	6/2012

Mr. Nakasone mentioned he will try to solicit a new member from the College Associated Student Body. The Committee by-laws will allow up to 7 new members. Note: Election of a new Chairperson for the committee will be made at the August 2, 2010 meeting.

- 6. Mr. Taylor discussed the "Conflict of Interest" statements emailed to each committee member. Mr. Taylor asked that the required forms be returned to the V.P. of Admin. Services office ASAP. Mr. Nakasone handed out some hard copies for the Statement to those that were having a problem with the attachments. Two current members turned in there reporting document to Mr. Nakasone.
- 7. Next Meeting schedule for Monday August 2, 2010 at 4:30 pm SC 212.
- 8. Meeting adjourned at approx. 5:300pm.