



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES OF THE
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING OF
November 28, 2012

The Citizens' Bond Oversight Committee met at 4:00 p.m. on Wednesday, November 28, 2012 in the Board Room at El Camino College.

The following Oversight Committee Members were present, Gloria Dumas, Dillan Horton, Steve Scott, and Nilo Michelin. Members absent were Bob Amos, Dwight Choyce, and Kirk Retz

Also present was Jo Ann Higdon, Tom Brown and Heather Parnock.

Minutes of the Citizens' Oversight Committee Meeting of September 19, 2012:

The minutes were approved.

Measure "E" Agendas:

Tom Brown reviewed the following information from the Measure E section of the October Board of Trustees' agendas.

October 15, 2012:

- A. Category Budgets and Balances – detail breakdown of the projects budget, monies expended, committed and the balance.
- B. Contract – Converse Consultants – Bookstore Elevator Project – was awarded contract for testing of the elevator. The elevator construction bid had gone out, but the district rejected all bids, so it will go out again in January or February.
- C. Contract – Sandy Pringle Associates – Restroom Renovation Project – Phase 2 – DSA inspector for this project.
- D. Contract Extension – Lend Lease, Inc. – Program Management
- E. Change Order – Taisei Construction Corporation – Math Business Allied Health Building Project:
 - 1. District requested that additional Wi-Fi be added to the building, this was not in the original scope of work.
 - 2. DSA wanted the additional drip pan under hydronic piping.
- F. Notice of Job Completion – Ben's Asphalt – Inglewood Fire Academy Paving Project – ECC has a fire station in the City of Inglewood for fire science and this summer the paving project was finished.
- G. Purchase Orders and Blanket Purchase Orders

2012 Measure E:

Heather thanked all of the members of the Oversight committee for their support in helping pass the Bond Measure E. It passed by 67.6%. Over 96,000 came out from our district and supported Measure E. Heather passed out paperwork showing all the projects the new Bond

Measure E would fund. They are also working on updating and collecting information for the Citizens' Bond Oversight Committee Annual report. Audit report will be presented to this committee in March and to the Board of Trustees at the April 15 meeting. Nilo wanted to thank everyone for their hard work and mentioned that EL Camino is an asset to the community.

Jo Ann wanted the committee to give staff directing to contact the attorney to proceed with an amendment to the current bylaws to include both Measure E under one Citizens' Bond Oversight Committee. This will be an action item on the January 16th meeting.

Schedule of Future Meetings:

The next meeting will be January 16, 2013 at 4:00pm. There will be a tour of the MBA building at the end of the meeting.

Open Discussion:

Math Business & Allied Health building will open for classes in Spring 2013. Currently they are doing a three day "punch list"(checking off on all items) of the building. Faculty will be moving in at the end of Fall semester.

Three projects will be going to the March Board meeting for beginning of construction: STEM Project, Shops & I&T renovation (old MCS building).

Question was asked regarding the "User Group". Jo Ann responded that a "user group is formed at the beginning of the process where the input of individual are included into the project.

Discussion of Parking structure (Lot F) – Currently ECC is adding a deck and Photo Voltaic to parking Lot F, which should decrease the cost of electricity. ECC had to divert monies from the planned parking on the North side of campus to repair the structural issues with Lot F.

Public Comment:

Adjournment:

The meeting was adjourned at 4:41 p.m.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))