



LONG BEACH COMMUNITY COLLEGE DISTRICT  
CITIZENS' OVERSIGHT COMMITTEE  
Minutes of Meeting of  
August 12, 2019

**Members Present:** Eric Berg, representing Senior Citizens' Organization; Eric David, representing the Community at Large; Joan Greenwood, representing the Community at Large; Aaron Moore, representing the Support Organization for the College; Alyssa Taneza-Jones, representing the Associated Student Body; Rebecca Turrentine, representing the Community at Large.

**Members Absent:** Randy Gordon, representing the Local Business Community; Sharon Diggs-Jackson, representing the Community at Large.

**LBCCD/Bond Program Staff/Guests Present:** Marlene Drinkwine, Vice President, Business Services; Kimberly Casuga, Interim Executive Assistant, Administrative and Business Services; Walter Johnson, Senior Director, Facilities Planning, Construction and Operations; Erin Murphy, Interim Director, Special Projects; Robert Rapoza, Director, Business Support Services; John Thompson, Director, Fiscal Services; Stacey Toda, Associate Director, Communications & Community Engagement

**1. WELCOME AND ANNOUNCEMENTS (Aaron Moore)**

- 1.1 Kimberly Casuga called the roll.
- 1.2 Chair Aaron Moore welcomed everyone to the meeting and introduced new member Alyssa Taneza-Jones, who introduced herself. Moore also recognized former chair David See, who termed out, for his service to the committee, college and community.

**2. PUBLIC COMMENTS**

- 2.1 There were no public comments.

**3. OLD BUSINESS**

- 3.1 There was no old business.

**4. NEW BUSINESS**

**4.1 NEW COMMITTEE MEMBER (Marlene Drinkwine)**

Drinkwine spoke to the Bona Fide Tax Payers' Association seat vacated by former Chair David See. Recruitment is in process and applications have been received. It is expected that a review and selection will be made prior to the next meeting.

**4.2 OFFICER ELECTIONS (Marlene Drinkwine)**

Drinkwine explained that with the vacating of the former chair, the seat was open for nominations. Rebecca Turrentine nominated Aaron Moore as Chair of the COC. Joan Greenwood seconded the nomination. All in favor; none opposed; no abstentions.

Drinkwine subsequently opened the floor for nominations for Vice Chair of the COC.

Aaron Moore nominated Rebecca Turrentine for Vice Chair. Eric David seconded the nomination. All in favor; none opposed; no abstentions.

Sharon Diggs-Jackson position as secretary will be verified to see if it is still valid.

#### **4.3 APPROVAL OF FEBRUARY 11, 2019 MINUTES (Aaron Moore)**

Motion by Eric David and seconded by Rebecca Turrentine. All in favor; none opposed; no abstentions.

#### **4.4 QUARTERLY EXPENDITURE REPORTS (Marlene Drinkwine)**

*(Refer to "letters addressed to Mr. Aaron Moore, Citizens' Oversight Committee, dated August 1, 2019, RE: Measures E and LB Expenditure Summary Update from Terrance DeGray, PE, CCM, LEED AP Bond Management Team" handouts). These documents are on file with the Minutes.*

##### **Measure E 2008 and Measure LB 2016**

- Drinkwine reviewed the Measures E and LB Expenditure Summary Update, the LBCC 2008 Measure E Bond-Fund 46 and the LBCC 2016 Measure LB Bond-Fund 47 Reports through January 1, 2019, and March 31, 2019, with the following highlights:

##### **Measure E Budget Overview**

|                                     | <b>12/31/2018</b> | <b>3/31/2019</b> |
|-------------------------------------|-------------------|------------------|
| ▪ Voter Approved Amount             | \$440,000,000     | \$440,000,000    |
| ➤ Measure E Series A Bonds          | \$48,373,981      | \$48,373,981     |
| ➤ Measure E Series B Bonds          | \$253,538,026     | \$253,538,026    |
| ➤ Measure E Series D Bonds          | \$3,210,000       | \$3,210,000      |
| ➤ Bond Anticipation Notes           | \$180,480,000     | \$180,480,000    |
| ➤ Interest Earnings                 | \$6,324,276       | \$6,324,276      |
| ▪ Total Committed Amount            | \$491,925,471     | \$491,916,603    |
| ▪ Total Expenditures to Date        | \$491,913,603     | \$491,913,603    |
| ▪ Total Expenditures Quarter Ending | \$0               | \$0              |

##### **Measure LB Budget Overview**

|                                     | <b>12/31/2018</b> | <b>3/31/2019</b> |
|-------------------------------------|-------------------|------------------|
| ▪ Voter Approved Amount             | \$850,000,000     | \$850,000,000    |
| ➤ Measure LB Series A Bonds         | \$9,000,000       | \$9,000,000      |
| ➤ Measure LB Series B Bonds         | \$73,928,527      | \$73,928,527     |
| ➤ Interest Earnings                 | \$2,664,238       | \$2,664,238      |
| ▪ Total Committed Amount            | \$93,407,844      | \$62,848,788     |
| ▪ Total Expenditures to Date        | \$46,022,833      | \$54,304,439     |
| ▪ Total Expenditures Quarter Ending | \$10,077,743      | \$8,281,606      |

- Drinkwine reviewed the Measures E and LB Expenditure Summary Update, the LBCC 2008 Measure E Bond-Fund 46 and the LBCC 2016 Measure LB Bond-Fund 47 Reports through April 1, 2019, and June 30, 2019, with the following highlights:

| <b>Measure E Budget Overview</b>    | <b>3/31/2019</b> | <b>6/30/2019</b> |
|-------------------------------------|------------------|------------------|
| ▪ Voter Approved Amount             | \$440,000,000    | \$440,000,000    |
| ➤ Measure E Series A Bonds          | \$48,373,981     | \$48,373,981     |
| ➤ Measure E Series B Bonds          | \$253,538,026    | \$253,538,026    |
| ➤ Measure E Series D Bonds          | \$3,210,000      | \$3,210,000      |
| ➤ Bond Anticipation Notes           | \$180,480,000    | \$180,480,000    |
| ➤ Interest Earnings                 | \$6,324,276      | \$6,324,276      |
| ▪ Total Committed Amount            | \$491,916,603    | \$491,926,141    |
| ▪ Total Expenditures to Date        | \$491,913,603    | \$491,926,141    |
| ▪ Total Expenditures Quarter Ending | \$0              | \$12,538         |

  

| <b>Measure LB Budget Overview</b>   | <b>3/31/2019</b> | <b>6/30/2019</b> |
|-------------------------------------|------------------|------------------|
| ▪ Voter Approved Amount             | \$850,000,000    | \$850,000,000    |
| ➤ Measure LB Series A Bonds         | \$9,000,000      | \$9,000,000      |
| ➤ Measure LB Series B Bonds         | \$73,928,527     | \$73,928,527     |
| ➤ Interest Earnings                 | \$2,664,238      | \$2,664,238      |
| ▪ Total Committed Amount            | \$62,848,788     | \$121,650,535    |
| ▪ Total Expenditures to Date        | \$51,304,439     | \$63,143,525     |
| ▪ Total Expenditures Quarter Ending | \$8,281,606      | \$8,839,086      |

- Turrentine asked for clarification if the Bond Anticipation notes have been repaid. Drinkwine explained the issuance of the note is like a loan. Once the Bond Issuance occurs, the note is repaid, so in essence, it is an early issuance of the Bond.
- Moore added he spent some time with Drinkwine prior to the meeting regarding some questions that came up during his review of the documents. He shared information he found helpful. This included asking why interest earnings did not change between December 31<sup>st</sup> and March 31<sup>st</sup>. Drinkwine had responded interest is applied on an annual basis. Total Committed Amount fluctuates depending on changes in projects as well as timing. Payments of Bond Anticipation Notes are reflected in debt service line. An additional project completed was the Campus Lockdown with leftover funds. Remaining funds are still showing while ongoing security projects are being identified and determined by administration to expend.
- Motion by Aaron Moore and seconded by Rebecca Turrentine to accept reports as presented; the motion carried unanimously.

#### **4.5 CONSTRUCTION UPDATE (Walter Johnson)**

*(Refer to "Construction Update Citizens' Oversight Committee—August 12, 2019" PowerPoint presentation handout). Document is on file with the Minutes.*

- Drinkwine introduced Walter Johnson as our new Senior Director of Facilities Planning, Construction and Operations, who shared some of his background.
- Johnson reviewed the construction projects as follows:

- **Scheduled Maintenance Projects**

- Fiscal Year 2015/16 \$3,089,434 (State Funds & Measure LB)
  - Water Conservation Projects
    - LAC South Campus Water Conservation Project
      - HPI Architects – Design Firm, Green Giant – Contractor.
      - Bldg. O1 and Bldg. O2—Landscape and reclaimed water.
      - Bldg. Z – Reclaimed water only.
      - Notice to Proceed issued September 2018. Project is 95% complete.
      - Estimated completion Summer 2019.
- Fiscal Year 2016/17 \$2,846,905 (State Funds & Measure LB)
  - District-Wide Project for ADA Upgrades
    - PCC – Westberg and White (Design Consultant) prepared design documents to address deficiencies as identified in the CASp survey for the Pacific Coast Campus.
      - ◆ Phase 1 Site Package – Notice to proceed issued 3/28/18 to Axiom Group – *Complete*.
      - ◆ Phase 2 Building Package – Notice to proceed issued 7/24/18 to CalCo Construction Services, Inc. Project to be complete by Summer 2019.
    - LAC – DLR Group (Design Consultant) preparing design documents to address deficiencies as identified in the CASp survey for the Liberal Arts Campus. Design packages for the site and building packages are currently being prepared. DSA plan submission is planned for Spring 2020.
  - Door Lockdown Project
    - Phase I
      - ◆ Retrofitted doors in Buildings A, C, D, L, T, V, AA, BB, DD, EE, GG, and LL to allow for lockdown from within room – *Complete*.
    - Phase II
      - ◆ PCC – Retrofit doors in Buildings HH, GG, CC, JJ, II, and MM--*Complete*
      - ◆ LAC – Retrofit doors in Buildings A, T, and CDC—*Complete*
- Fiscal Year 2017/18 \$639,456 (State Funds Only)
  - Project Facilities Proposals (PFP) Submitted on September 13, 2017
  - High Voltage Electrical Improvements
    - Replacement of oil switch and transformer at Bldg. G.
    - Replacement of oil switch at PCC main distribution.
    - P2S Engineering (Design Consultant) preparing construction documents. Bid in Fall 2019.
  - Lighting Inverter Replacement – *Complete*
    - Scope includes lighting inverter replacement at LAC Building T and PCC Building JJ.
- Fiscal Year 2018/19 \$472,595 (State Funds Only)
  - Facilities portion of State-supported Scheduled Maintenance funding will be utilized for Instructional Equipment.
  - No Scheduled Maintenance projects from state funding for fiscal year 2018-19.

- **District Wide Energy Projects**
  - Prop 39 Years 3, 4 & 5 – 2015-18 Projects \$1,878,957
    - LED Lighting Retrofits, Buildings T, HH and O-2
      - Approximately 207,140 kWh/yr. in energy savings and \$30,263 in cost savings.
      - Building O-2, Building T and Building HH – *Complete*
  - Prop 39 Years 5A & 5B – 2018 Project \$360,000
    - LAC Parking Lots D, E, F, G, H, I & M LED Light Retrofits and PCC Parking Lot 6 – *Complete*
- **District Wide Energy Projects – Integrated Energy Master Plan (IEMP)**
  - IEMP to include a clear path towards compliance with the Governor’s Executive Orders.
    - District-Wide Net Zero Goal.
  - IEMP will be integrated with the 2041 Facilities Master Plan & Design Standards.
  - IEMP Presentation to Board of Trustees on November 13, 2018.
  - LBCCD awarded “Sustainability Champion” award to all community college districts by Board of Governors.
  - Energy Efficiency Measure – Phase 2 (EEM-2) Projects
    - EEM 2A – Working to solicit design proposals for ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) Level 2 recommend energy saving projects.
    - EEM 2B – Photovoltaic Car Port panels design process and design proposals under review.
    - EEM 2C – Collecting data for 1 year from the Energy Management System.
    - EEM 2D – Electric Vehicle Charging Stations. Currently in Step 2 of Step 3 with Southern California Edison ChargeReady Program. This will provide 65 EV charging stations at LAC Parking Structure and 25 EV Charging Stations at PCC Lot #10 prior to Spring 2020.
- **Campus Improvement Projects – Fiscal Year 2017/18 (Measure LB)**
  - Facility Advisory Committee Approved 11/8/17
    - LAC Building Q – Installation of glue down ceiling tiles for Q113 (\$13,000).
      - On hold, while monitoring and reviewing sound system installed in Fall 2018.
    - PCC Building MM – HVAC upgrade (\$65,000) – *Complete*
    - PCC Building EE – Room 108 upgrade (\$50,000) – *Complete*
    - PCC Building HH – Shade structure installation (\$20,000) – *Complete*
  - Facility Advisory Committee Approved 2/14/18
    - District-wide—Siemens integration to Simplex Truesite Workstation (\$125,000).
      - Quotes obtained; pending purchase order to begin work.
    - LAC Building R—Carpet square replacement (\$50,000)—*Complete*
    - PCC EE-109 and LAC L-254—Installation of black-out shades (\$3,000)—*Complete*
    - PCC EE-108—Carpet installation (\$15,000)—*Complete*
  - Facility Advisory Committee Approved 4/25/18
    - Building A – Bullet proof glass windows for Enrollment Services - \$150,000
      - As reported at FAC on 9/26/18, the project will not be moving forward.
    - District-wide CalSense irrigation upgrade - \$40,000
      - Work to be complete in the Winter 2019.
    - LAC Buildings Q/R Scoreboard upgrade - \$350,000
      - Proposals received and under review.

- LAC Parking Structure—Oil coolers for elevators in mechanical room - \$20,000
    - Work to be complete in Summer 2019.
- **Campus Improvement Projects – Fiscal Year 2018/19 (Measure LB)**
  - Facility Advisory Committee Approved 9/26/18
    - LAC Baseball Field—New Poles and Netting (\$140,000).
      - Proposals reviewed and approved. Purchase Order request in process. Work planned for Summer 2019.
    - LAC Building A—Welcome Center, Veteran Services, and other Student Support Services Programs (\$160,000)
      - Work is in progress. Work to be completed in Summer 2019.
    - PCC Building GG—Enrollment and Counseling Services (\$65,000).
      - Meeting with staff to be scheduled prior to finalizing scope of work.
      - Project not moving forward.
  - Facility Advisory Committee Approved 11/7/18
    - LAC and PCC Marquee Sign Display Replacement (\$154,000) – *Complete*
    - LAC Building E—Valhalla Room (\$45,000)
      - Work is in progress. Work to be completed in Summer 2019.
    - LAC Building L—Student Technology Help Desk (\$7,200) - *Complete*
    - PCC Building LL—Relocate Electrical Boxes to Remove Trip Hazard (\$4,500) – *Complete*
  - Facility Advisory Committee Approved 2/27/19
    - LAC Building Q, Room 113 – Dance Studio Mirrors (\$8,000)
      - Replace, reinstall, and upgrade to safety glass
      - Currently soliciting proposals
    - LAC Building R – Ceiling tile removal and painting (\$20,000)
      - To address potential safety issue
      - Phase (1) – Complete
    - LAC Building K – Art Museum (\$50,000)
      - Improvements to museum floor and bathrooms - *Complete*
    - LAC Building T, Room 1200 – Multipurpose Room (\$20,000)
      - Acoustical improvements
  - Facility Advisory Committee Approved 5/15/19
    - LAC, Building S Stadium – Restroom renovations (\$175,000)
      - Work planned in Winter 2019.
    - LAC, Building R and Q (Locker Rooms) – Locker room renovations (\$120,000)
      - Work planned in Winter 2019.
    - LAC, Building R – Gym – Mezzanine gym floor refinishing (\$50,000)
      - Work planned in Winter 2019.
  - Drinkwine added additional information on the process of projects approved by the Facilities Advisory Committee.
  - Turrentine asked for clarification of who is on the Facilities Advisory Committee. Drinkwine explained it is a shared governance group comprised of faculty, staff and students.

- **Current Construction Projects**

- **LAC Building J – Auditorium (Measures E & LB)**

- SVA Architects – Design Firm, Novus Construction – Contractor.
    - Renovate 37,878 GSF Auditorium, originally built in 1956.
    - Adding 14,119 GSF onto northwest corner for additional classrooms, offices, storage, and elevator.
    - Upgrading structural, accessibility, and fire/life/safety to current codes.
    - Currently working on structural upgrades, building additions, MEP rough-in and interior drywall finishes.
    - Notice to Proceed issued on January 16, 2018.
    - Estimated completion Spring 2020.
    - Total project budget = \$29,026,082

- **LAC Building L – Library (Measure LB and State Funds)**

- TSK Architecture – Design Firm, C1 Construction – Contractor.
    - Renovation of the existing Library space with wider walk aisles between stacks, flooring, LED lighting and state of the art audio visual displays and technology.
    - Upgrading accessibility, and fire/life safety to current codes.
    - Notice to Proceed issued on June 13, 2019.
    - Finishes to be complete summer 2019. Final completion January 2020.
    - Total project budget = \$2,000,000

- **Current Design Projects**

- **LAC Kinesiology Labs and Aquatic Center (Measures E & LB)**

- Design contract awarded to Westberg and White, Spring 2017.
    - Design for renovation of Outdoor Kinesiology Labs, which includes a softball field, soccer fields, sand volleyball courts, tennis courts, and associated support facilities and infrastructure.
    - Design also includes construction of a new Aquatic Center, which includes 50-meter pool and support building of approximately 15,000 sq. ft. to provide showers, locker rooms, storage, pool equipment, and office spaces. Addressed ADA access issues, lighting, and parking.
    - Construction documents submitted to the Division of State Architect (DSA) for review and approval.
    - Anticipated construction start Fall 2019.
    - Total project budget = \$44,260,569

- **LAC Building M – Multi-Disciplinary Classroom (Measures E & LB & Prop. 51 State Funding)**

- First State funded project utilizing the Design-Build delivery method.
    - C.W. Driver, Inc., is the Design-Build Entity.
    - Project requires demolition of the existing Buildings M and N.
    - New construction of a 3-story building of 81,970 GSF to include classrooms and office spaces.
    - This building will house Disabled Students Programs and Services (DSPS), Language Arts, Foreign Language, and Computer and Office Studies.
    - Project is currently in the Construction Document Phase.
    - Anticipated construction start Winter 2020, construction completion Fall 2022.
    - Total project budget = \$77,323,026 (State funded = \$27,760,000)

- **LAC Building X – Central Plant Expansion (Measure LB)**
    - P2S Engineering selected to prepare design documents.
    - Project will consist of expanding the capacity of the existing Central Plant to accommodate upcoming growth shown in the 2041 Facilities Master Plan.
    - Construction Documents currently with the Division of State Architect (DSA) for review and approval.
    - Anticipated construction start Fall 2019, construction completion Fall 2020.
    - Total project budget = \$6,190,506
  - **PCC Building MM – Construction Phase I (Measures E & LB & Prop. 51 State Funding)**
    - State budget approved funding for Working Plans only during fiscal year 2018-19. State Chancellor's office approved preliminary plans in August 2018.
    - HPI Architecture selected to prepare design documents.
    - Project will consist of renovating West Wing of MM which houses the HVAC and Carpentry departments. Project will include demolishing the former Alternative Fuels section.
    - Construction Documents with the Division of State Architect (DSA) review and approval.
    - Anticipated construction start Spring 2020, construction completion Fall 2021.
    - Total project budget = \$19,679,680 (State funded = \$7,096,729)
  - **PCC Parking Structure – P2 (Measure LB)**
    - McCarthy Building Companies, Inc., is the Design-Build entity.
    - Parking structure to include solar panels on top floor.
    - Parking structure to serve 500-600 vehicles for long term student and staff parking needs.
    - To be located in parking lots 5, 6 and 8.
    - Construction Documents currently with the Division of State Architect (DSA) for review and approval.
    - Anticipated construction start Fall 2019.
    - Total project budget = \$21,493,800
  - **LAC Building G/H – Construction Phase I (Measures E & LB & Prop. 51 State Funding)**
    - State budget approved funding for Preliminary Plans only during fiscal year 19/20. DF-14D issued to LBCCD in late July 2019 to proceed.
    - Architecture selection in process to prepare design documents.
    - Project will consist of demolition of the existing Buildings G and H and constructing a new 57,680 GSF building that will house music and theater. The new space has a total of 37,494 assignable square fee (ASF) comprised of 28,380 ASF lab, 1,614 ASF office and 800 ASF library, 2,900 ASF AV/TV and 3,800 ASF for other (performance) spaces.
    - Anticipated construction start Fall 2021.
    - Total project budget = \$52,005,326 (State funded = \$17,443,184)
- Drinkwine added that the State Funding was included in the final budget signed by the Governor.
- Moore praised the improvements and accessibility in the updates that were provided. He added that it's really exciting to see the EV charging stations.
  - Turrentine added that the ribbon cuttings have been very pleasant and lovely.



## **5. OTHER**

5.1 Drinkwine recognized Terrance DeGray, Program Director with Cordoba Corporation, for his national award as the Certified Construction Manager of the Year, also known as the Mehdi Heydari CCM of the Year Award.

## **6. UPCOMING EVENTS**

- College Day on August 23, 2019.
- PCC Parking Structure Groundbreaking on September 25, 2019 at 11:00 a.m.
- LAC & PCC Campus Tours for COC TBA.

## **7. FUTURE AGENDA ITEMS**

- Quarterly Expenditure Report
- Construction Update
- Procurement Process
- Integrated Energy Master Plan Presentation

## **ADJOURNMENT**

- The meeting adjourned at 6:39 p.m.

## **NEXT MEETING**

- January 27, 2020  
T-1100 (Board Room) at LAC

*Respectfully Submitted by:*  
*Sharon Diggs-Jackson, Secretary*  
*August 12, 2019*