Unadopted Minutes
of
CITIZENS' OVERSIGHT COMMITTEE

School Facilities Improvement District No. 2
Western Nevada County Campus Area
Sierra Joint Community College District

Regular Meeting No. 27
Nevada County Campus
250 Sierra College Drive
Grass Valley, CA 95945

Recorded by: Kristie Purdy
Date of Meeting: October 17, 2012

Committee Members:

Present Not Present
Willard Drown, Public Member X
Patti Foster, Public Member X
Doug Hastings, Public Member X
Vicki Downs, Business Organization Representative X
Julia Locatelli, Public Member X
Gil Mathew, Public Member X
Wayne Raley, Senior Citizens Organization Representative X
Jacquie Wallach, Public Member X
Curtis Williams, Public Member X

District Staff:
Laura Doty, Director, Facilities and Construction
Chris Yatooma, Vice President, Administrative Services
Nancy Palmer, Sierra College, Sierra College Board of Trustee
Stephanie Ortiz, Executive Dean, Nevada County Campus
Liz Skelly, Project Accountant

Guests:

1.0 Call to Order and Roll Call

Curtis Williams, Chair, welcomed the committee and attendees, called the meeting to order at 4:05 and conducted roll call.

2.0 Approval of Minutes from Past Meetings

A motion was made and seconded to approve the Minutes from the February 15, 2012 and October 19, 2011 meetings as presented. Motion carried unanimously.
3.0 Public Comments

No public comments.

4.0 Financial Report and Budget for Period Ending 9/30/2012

Liz Skelly, Project Accountant, presented the financial report for the period ending 9/30/12. Ms. Skelly reviewed the projects various contingency accounts updating the committee regarding changes and current balances.

Ms. Skelly is paying close attention to the project budget so that we are not overspending and has built a contingency into the budget in case of budget overruns. The District is still negotiating the traffic fee. The District calculated the fee by enrollment numbers and the City of Grass Valley thinks the fee should be calculated by square footage. The District is working through this item with the City. Campus Wide Upgrades is close to completion. As we need funding for Campus Wide Upgrades, we have been transferring funds from the Design and Administration project. We have set aside $200,000 for the fire road connector. Additional work projects will go to the January 2013 Board Meeting for approval. A question was asked about the budget exposure for the corporation yard project and the Project Manager will enter a cost item. The District audit has been completed and results will be shared at the next meeting in April 2013.

A motion was made to accept the financial report for the period ending 9/30/2012. The motion was seconded and the Committee voted unanimously to accept the report.

5.0 Project Update

Ms. Laura Doty, Director of Facilities and Construction, supplied the committee with a project update. She reported that the completion of the additional crosswalk, site lighting, and N12 lighting improvements is expected in November 2012. The new roofs for buildings N1 and N8 are complete. New signs and frames are being fabricated by College staff and students, and will need to be powder coated before installation. Fob access controls for N7, N9, N10 doors is in progress. Ventilation and HVAC upgrades for art buildings N9 and N10 will start during the break between Fall and Spring semesters. The new maintenance building (N20) has been ordered from the manufacturer. Projected completion for building N20 will be end of 2013. The repaving of Robert Ross Road has been de-scoped to crack repairs, sealing and striping of selected areas, and will be scheduled as weather permits during spring or summer (2013). Emergency notification stations will be ordered in October or November. The N3 roof replacement will begin next week and additional roof replacements (N2, N5 and N15) are pending final costs on work in progress and remaining budget.
6.0 Schedule of Future Meetings

The next meetings are tentatively scheduled for February 20 and April 17, 2013.

7.0 Adjournment

The meeting was adjourned at 4:55 p.m.