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. 24
Nevada County Campus
250 Sierra College Drive
Grass Valley, CA 95945

Recorded by: Kristie Purdy
Date of Meeting: October 19, 2011

<table>
<thead>
<tr>
<th>Committee Members:</th>
<th>Present</th>
<th>Not Present</th>
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<tbody>
<tr>
<td>Willard Drown, Public Member</td>
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<td>Patti Foster, Public Member</td>
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<td>Doug Hastings, Public Member</td>
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<td>Vicki Downs, Business Organization Representative</td>
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<td>Julia Locatelli, Public Member</td>
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<td>Gil Mathew, Public Member</td>
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<td>Wayne Raley, Senior Citizens Organization Representative</td>
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<td>Jacquie Wallach, Public Member</td>
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<td>Curtis Williams, Public Member</td>
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District Staff:
Laura Doty, Director, Facilities & Construction
Donna Brazil-Bloche, Supervisor Campus Operations, Nevada County Campus
Nancy Palmer, Sierra College, Sierra College Board of Trustee
Liz Skelly, Project Accountant

Guests:
Judy Bagley

1.0  Call to Order and Roll Call

Curtis Williams, Chair, welcomed the committee and attendees, called the meeting to order at 4:02 and conducted roll call.

2.0  Approval of Minutes from Past Meetings

A motion was made and seconded to approve the Minutes from the July 20, 2011 meeting as presented. Motion carried unanimously.
3.0 Public Comments
No public comments

4.0 Financial Report and Budget for Period Ending 9/30/2011

Liz Skelly, Project Accountant, presented the financial report for the period ending 9/30/2011. 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 previous two years of arbitrage calculations are not reflected in the ConstructWare program. It appears that the interest estimate is $500,000. This leaves us approximately 1.2 million left in the project budget with the estimate included. 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. At this time, we are exploring the need of the secondary access road. The ditch modifications are finished and the central plant modification is close to completion. We are still purchasing from the FF&E project. Recently we have purchased additional cardio equipment for the cardio room. 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 February 2012.

A motion was made to accept the financial report for the period ending 9/30/2011. The motion was seconded and the Committee voted unanimously to accept the report.

5.0 Project Update
Laura Doty supplied the committee with a project update. Ms. Laura Doty, Director of Facilities and Operations, reported that the

Renovations work is complete and the contract is closed. The retention was released May 9, 2011. DSA certification letter was received by the District and dated 9-2-11.

New Buildings work was completed and the contract was closed. The retention was released on August 10th, 2011. Staff is working on final submittals to DSA for certification. The remaining project budget as of 9-30-11 is approximately $706,000. This does not included the interest calculation for the years 2009/2010 and 2010/2011.
The additional work update that was approved by the Board of Trustees in March 2011:

Completed
Water fountain for Wellness
Upgrade of site drainage ditches
N11-102 renovations, including smart classrooms
N9 and N10 door window glazing
Stairway lighting
Crosswalk lighting
Emergency notification stations
New stop sign on Robert Ross Way
Improved striping on all crosswalks
New sidewalk between N17 and N19
New roofs on N6 and N11
New retaining wall below N13 and N14

In Process
New Maintenance building – Plan to bid in January 2012, Est. $350K
New campus signage directories – In progress, Est. $15K
Multipurpose building lobby gallery lighting – Waiting for proposal, Est. 20K
Additional gym locker room doors – In progress, Est. $4500.
Additional venting for N9 art room – In progress, in the design process
Campus gate to upper quad – In progress, Est. $5600.
New cardio machines – In progress, waiting for estimate
New venting table – In progress, waiting for estimate
Mechanical yard upgrades – In progress, Est. $142K
N8 and N15 flooring replacement – In progress, Est. $8000.

Estimated total cost is $600,000.

In the planning process are improved lighting at stairways and crosswalks, roadway repair
and overlay and emergency notification stations.

The proposed new work (pending Board approval) is completion of N3 renovation for
Disabled Student Program Services, smart classroom installations or upgrades, door access
control upgrades, and roof replacements on buildings N1, N2, N3, N4, N5, N8 and N15.

A question was asked if we have 24/7 security. It was reported that the campus does have
around the clock security, but it is only observe and report.

6.0 Schedule of Future Meetings

The next meetings will be February 15, 2012 at 4:00 p.m.

7.0 Adjournment
The meeting was adjourned at 4:51 p.m.