I. Election of Chair and Vice Chair
MSC (G.Sakahara/S.Bulle) to nominate Tim Day, Committee Chair
MSC (G.Sakahara/S.Bulle) to close nominations and elect Tim Day Committee Chair, all aye

MSC (T.Day/S.Bulle) to nominate Gene Sakahara, Committee Vice Chair
MSC (C.Dalla/G.Sakahara) to nominate Suzanne Bulle, Committee Vice Chair
MSC (J.Bachofer/R.Shook) to close nominations, all aye
With a vote of 4 for Gene Sakahara, and 2 for Suzanne Bulle, Gene Sakahara is elected Committee Vice Chair

II. CALL TO ORDER
1. Roll Call and Introductions
Committee Members Present: Jack Bachofer, Suzanne Bulle, Cindy Dalla, Tim Day, Gene Sakahara, Ryan Shook
Committee Members Absent: Sandy Habr, Lisa Reeve, Irma Rodriguez

Dr. Steven M. Kinsella, Superintendent/President
Terry Newman, Interim Senior Director of Administrative Services
Jeff Gopp, Facilities Director
Angie Oropeza, Recorder

III. CONSENT AGENDA
1. Minutes – September 10, 2012
MSC (R.Shook/S.Bulle) to approve, all aye

In response to Gene Sakahara’s question, Steve stated that the savings of $2.6 million to the local taxpayers from the refinance of Measure E Bonds was publicized through a press release, the Oversight Committee Report, and the College Annual Report.

IV. APPROVAL OF AGENDA
The agenda was approved by consensus.

V. COMMENTS FROM THE PUBLIC
None

VI. INFORMATION ITEM(S)
1. Item(s) presented at board meetings for information or approval by the Board of Trustees:
   September, 2012
   • Measure E Bond Quarterly Financial Status Report at June 30, 2012
   
   October, 2012
   • Public Hearing Concerning Notice of Intent to Adopt a Mitigated Negative Declaration
   • Update to the 2006 Facilities Master Plan
November, 2012
- Measure E Bond Quarterly Preliminary Financial Status Report at September 30, 2012
- Resolution of the Board of Trustees of the Gavilan Joint Community College District Adopting the Mitigated Negative Declaration and Approving the Mitigation Monitoring and Reporting Program for the Gavilan College Gilroy Campus Modernization Project
- Resolution of the Board of Trustees of the Gavilan Joint Community College District Approving the Gavilan College Gilroy Campus Modernization Project
- BFGC-IBI Group Architecture and Planning (BFGC) Project Assignment Amendments (PAAs) for Various District Projects

December, 2012
No Items Presented

January, 2013
- Gilbane Building Company Project Assignment Amendment (PAA) for the Water System Replacement Project

February, 2013
- Measure E Bond Quarterly Financial Status Report at December 31, 2012
- FY 2011 – 2012 Measure E General Obligation Bond Audit Reports

March, 2013
- Bid for Upgrade of the HVAC Controls Project

April, 2013
- BFGC-IBI Group Architecture and Planning Project Assignment (PAA)
- Gilbane Building Company Project Assignment (PAA) for the Parking Lot C Expansion Project

May, 2013
- Notification of Non-DSA Approved Buildings
- Measure E Bond Quarterly Preliminary Financial Status Report at March 31, 2013
- Review Insurer’s Rating Changes
- Resolution to find the Water Storage Tanks a Non DSA-Structure
- Approve Application for Letter of Credit for Conditional Incidental Take Permit

June, 2013
- Bid for Electrical Service Loop Project
- Five Year Capital Construction Plan and Final and Initial Project Proposals, Resolution Nos. 960 and 961
- BFGC-IBI Group Architecture and Planning Project Assignments (PAAs) for Consulting Services Related to New Off-Site Campus Wells and Preparation of the Storm Water Pollution Prevention Plan Projects

July, 2013
- Citizens’ Oversight Committee Appointments

August, 2013
- Citizens’ Oversight Committee Appointment
VII. DISCUSSION ITEM(S)
1. Update Measure E Activities

Dr. Steve Kinsella reviewed the list of Measure E agenda items presented to the Board of Trustees. Information given by Dr. Steve Kinsella, Terry Newman, and Jeff Gopp in response to committee members’ questions included the following:

- The Quarterly Report on the Measure E project list are items in the original bond and their status. The majority are finished. We have about approximately $13 million available. Funds that were not used are due to lower prices than anticipated, or as in the case of the library building, which was 50% state money and 50% Measure E, it will be too far in the future for us to take advantage of it. We have until 2016 to use the remainder of the money we have available. With the delay by the state, it looks like we’ll get the Physical Education building approved on time but the library will be 1-2 years after that and will be too late to spend Measure E funds. Those funds can be moved out for use at offsite expansion activities. We have taken some renovation projects at the end of this last fiscal year initially paid from the general fund and moved them to Measure E to free up the general fund and also use up Measure E funds. We will take full advantage of the Measure E funds within the approved categories on the project list.
- The quarterly status report will be the roadmap of the projects left to be done.
- The EIR in Coyote Valley and the Hollister property have been finished. We are waiting for habitat permits in both areas.
- The difference between the first and second reports on the GECA modernization is the first report was money expended, the second is either money expended in the second cycle or an increase in the budget. We will also be increasing the money used on Lot C. We had initially set aside $500,000 for project work in Lot C in conjunction with GECA renovations. Gilroy Unified was initially going to pay up to $3 million. As we saw their renovation and their pricing, they don’t have the funds to do other things so we decided to take advantage of the work in the lower end of that parking lot initially intended to be a second exit from the campus. We will take all the land available to us for the parking lot and add $1 million to that project. We have the funds and need to use them.
- Planning Project Assignments (PAAs) are sent to the Board for approval of each project.
- The Division of State Architect (DSA) sent the college a list of buildings they state haven’t been recognized by DSA. It could be they have the buildings listed under a different name, or the paperwork was not submitted, or it could have been submitted and lost at the state. We are in the process of getting them approved by getting the appropriate personnel to sign off again on the paperwork, or do the appropriate work to verify that the work was compliant. Any buildings used by students will be clearly labeled as appropriate. The DSA is being flexible with us on getting them closed out. We don’t anticipate any structures that will not be approved.
- We still don’t have permits for habitat on campus.
- The acronyms used in the Five-Year Construction Plan are as follows:
  P = Preliminary Plans
  WD = Working Drawings
  C = Construction
  E = Equipment

VIII. ACTION ITEM(s)
1. Set Next Meeting Date(s)

MSC (G.Sakahara/S.Bulle) to schedule the next committee meeting on November 25, 6:00 p.m., all aye

IX. CLOSING ITEMS
1. Adjournment

The meeting was adjourned at 6:30 p.m. by consensus.