

**GLENDALE COMMUNITY COLLEGE DISTRICT
MEASURE GC CITIZENS' OVERSIGHT COMMITTEE**

PRESIDENT'S CONFERENCE ROOM

**AD 121
May 7, 2018**

4:30 p.m. – 6:00 p.m.

Present: Zanku Armenian, Armik Avedisian, Sopal Ear, Kevin Lee, Harry Leon, Anthony Culpepper

Quorum: 6 of 11 members present

Absent: Roberta Hagopian (notified), Larry Hanson, Ani Nazaryan (notified), Annie Reed (notified),

Guests: Nelson Oliveira, Director of Facilities

1. **Call to Order:** (05:30) The meeting was opened by the Chair, Armik Avedisian at 4:40pm.

2. **Approval of the Minutes:** (6:14) February 5, 2018.

- A quorum was not present at the time to approve the minutes.
- The minutes of February 5, 2018 were reviewed.

3. **Annual Election of Chair:** (6:20)

- Postponed until there is a quorum or until the next meeting.
- Dr. Culpepper announced that the new Measure GC appointees will be brought to the Board of Trustees on May 15, 2018 for approval.

4. **Sierra Vista Tour:** (7:10)

- We are in the final stages of the punch list (list of corrections pending).
- A tour of the Sierra Vista building will be scheduled for the next meeting.

5. **Project Progress Report:** (9:05)

The meeting was turned over to Nelson Oliveira, Director of Facilities who provided information on the progress report.

a) **Food Services Project** (9:40)

- 1) Improve the entrances to Food Services on the East and West sides of the Sierra Madre Building. An architectural engineering company has been hired to study the entrances and provide recommendations. The study cost is \$63k.

- Extend the balcony to provide more seating
- Connect the upstairs balcony with the courtyard below.
- Two years ago, the architectural students had worked on a design to improve the Food Services area and their concept was almost the same as what is being proposed.
- Improve the interior of Food Services.
- Project completion, once approved by DSA (Department of the State Architect) may take 24 months (May 2020), depending on structural requirements.

b) **P.E. Remodel** (21:10)

- 1) Mr. Oliveira provided an outline of the athletics building renovation and discussed the various projects and related issues. Some of the projects are:
 - The Auxiliary Gym – additional basketball and volleyball courts
 - Additional classroom space
 - Utilities upgrade – air conditioning, sewer, reclaimed and domestic water
 - Improve fire truck access and additional fire hydrants

c) **Science Building** (30:18)

- 1) An architectural company was retained to review the 2015 Facilities Master Plan to provide recommendations in order to expand enrollment in the Sciences and CTE (Career and Technical Education). Expanding the facilities for these programs is complicated by geography as the buildings are currently partially situated on a hillside. A handout was provided with the proposed expansion in the following programs:
 - Chemistry
 - Nursing – Organic Chemistry
 - Biology – Anatomy, Microbiology, Physiology, Marine Biology
 - Physics
 - Geology
 - Oceanography
 - Astronomy
- 2) Upon completion of these projects, the Arroyo Seco building will then be removed to create parking between the Camino Real building, parking Lot F and the new Science building.
- 3) A preliminary estimate of the cost of the Science building is not possible at this time since the projects are still being studied and evaluated. But if this building is the same size of Sierra Vista, it could be about \$70m to \$80m.

d) **Garfield Expansion/HMC (39:40)**

- 1) Dr. Culpepper advised that the Board of Trustees will be signing off on the environmental inspection on May 15, 2018. There was no negative environmental impact to the area.
- 2) The next step is to determine what the purchase price would be for each of the 13 units being reviewed. We have been in communication with the occupants and the owners of the properties. The college will be participating in the relocation costs of the occupants. At the same time, the college is also preparing for Eminent Domain if it becomes necessary. The college hopes that arrangements can be made with the owners to purchase the properties. An estimate of the cost of the properties will be provided once negotiations have been completed with the owners.
- 3) The use of these properties would be to create parking space for the Garfield Campus and alleviate the traffic congestion in the area.

e) **Montrose Campus/City Bank Purchase (43:53)**

- 1) Dr. Culpepper advised that the City Bank property has been purchased with \$3.2m of Measure GC funds, which is next to the PDC (Professional Development Center) on Honolulu in Montrose.
- 2) PDC provides mainly contract education and is funded by revenues from their contracts.
- 3) With the purchase of the City Bank property, the expansion (named the Montrose Campus) could provide regular classes for the Verdugo Campus. Included in the purchase was the parking area behind City Bank, which combined with PDC parking could be used to create a two-level parking structure. Discussions have been initiated with the City of Glendale.
- 4) With the expansion of the Montrose Campus, we would be able to create a "Center" and apply for apportionment (funding) from the State of California. We would need to generate 500 fulltime-equivalent students on an annual basis if it is authorized and approved by the State. Dr. Michael Ritterbrown, Vice President of Instructional Services believes there is sufficient interest in Foreign Language courses to fill up the classrooms in Montrose. There are also other programs that could be offered in order to meet the needs of students. The plan is to create a campus north of the Verdugo Campus similar to the Garfield Campus.
- 5) Drew Sugars, the new Director of Communications and Community Relations sits on the Montrose Shoppers

Association board. He reports that the board is very excited about the plans for the Montrose Campus.

6. Measure G and Measure GC Funds Balances and Schedule Updates (50:20)

- February, March and April 2018
- We have another opportunity after the 3rd year to move forward with our next issuance of bond money. Only \$122m was taken out for the 1st issuance. The community approved Measure GC for a total of \$325m. The City Bank purchase was about \$3.4m. In the reserves, \$78.5m shows as uncommitted but when we purchase the properties for the Garfield Campus, most of that money will be allocated.
- April 2020 will be the 3rd year and we must commit all of the money by that time.
- Neither the PDC building or the City Bank building is approved by DSA for credit classes and will need to be upgraded to comply with DSA. The architectural company is still reviewing both properties.
- Whenever possible, GCC uses local businesses to give back to the community. When a project is ready for bid, the Director of Business Services, Susan Courtney posts the requirements on several websites and companies can submit a proposal if they are interested. It was suggested that a workshop be developed to inform local businesses of the procedures for applying/bidding for projects in the future. The college must comply with regulations in the California Education Code and the contract code to ensure fairness in the process but will look into the possibility of a community workshop if it does not conflict with any of the regulations.

7. Approval of minutes: At this time, a quorum was present to approve the minutes of Feb. 5, 2018. (1:04:25) A motion to approve the minutes was made by Harry Leon and seconded by Sophal Ear. A vote was taken and the minutes were approved by unanimous decision.

8. Election of Chair and Vice-Chair: (01:05:12)

- Committee members may vote for a new Chair, retain the current Chair or wait until the next meeting when the 4 new members are seated. A Vice-Chair is required, although the committee has not had one in the past.
- The term of the Chair and Vice-Chair is one year.
- A motion was made by Mr. Armenian and seconded by Mr. Leon to vote for the Chair and Vice-Chair today. The motion was approved unanimously.
- A motion was made by Mr. Armenian and seconded by Mr. Ear to retain the current Chair, Mr. Armik Avedisian. The motion was approved unanimously.
- A motion was made by Mr. Leon and seconded by Mr. Avedisian to elect Mr. Zanku Armenian as Vice-Chair. The motion was approved unanimously.

- Mr. Armik Avedisian is re-elected Chair and Mr. Zanku Armenian is elected Vice-Chair of the Measure GC Citizens' Bond Oversight Committee (Measure GC Committee).

The next meeting is August 6, 2018

The meeting was adjourned at 5:45 p.m.

Respectfully submitted by:
Merrilee Ahaus
Administrative Assistant/Confidential
Office of the Executive Vice President
Administrative Services